



Present: Chairman - Cllr Pepper

Members: Cllrs Baker, Bromley, Gent, Lock, Rylance, Staddon, Wollacott

In attendance: Clerk, NP Officer, Admin Assistants observing

MOP: 2

19, New Buildings
Broadclyst
Exeter
EX5 3EX
www.broadclyst.org

Broadclyst Parish Council Ordinary meeting

Press and Public were welcome to attend.

There was an Ordinary Council meeting of Broadclyst Parish Council on

Monday 5th June 2017 at 19:00hrs in the **Green Room, Victory Hall, Broadclyst** where the following business was transacted:

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There are no matters of a confidential a nature for discussion under Part B (exclusion of press and public) this month.

Minutes (draft)

17/98 APOLOGIES

Council resolved to accept apologies from Cllr Jackson (work), Massey (holiday)

17/99 DISCLOSABLE PECUNIARY INTEREST

Cllr Gent reiterated his declared DPI in relation to agenda item 17/107 as the Clerks report contained a report about the Mosshayne development.

17/100 MINUTES

The minutes of the Parish Council's Annual meeting held on 2nd May 2017 and the Finance Committee Meeting held on 22nd May 2017 were received.

RESOLUTION: It was proposed by Cllr Baker that the Minutes be accepted as true records of the meetings

This was seconded by Cllr Bromley with all in agreement and so it was resolved.

Standing Orders were suspended:

17/101 DISTRICT COUNCIL REPORTS

A brief report was received from District Ward Member Cllr Pepper and Rylance. Cllr Rylance now has an email address of erylance@eastdevon.gov.uk

Cllr Pepper reported on concerns raised to him by Clyst Caring about the rent increase / loss of funding which threatens its future viability.

17/102 COUNTY REPORTS

There was no report from County Ward member Cllr Bloxham and Randall-Johnson at this meeting

17/103 NATIONAL TRUST REPORT

To receive a report from the National Trust

Roofing project – extensive programme of works inc redecoration/masonry work , on schedule, mid Oct completion.

Launching 'lost Killerton' to look at parts of estate away from main house, including Columbjohn Folly and the site of the original manor house. New lead ranger - Phil Stutton – has recently started. Dave Jolley will be leaving shortly to take up a new position in North Devon after 10 years of service.

Killerton is very keen to be involved in the Broadclyst Neighbourhood Plan process and recognises the benefit to each party.

Let estate – longer void properties soon to be started including 30 New Buildings, and in Dog Village.

17/104 POLICE REPORT

The Police report for April 2017 was received. Council commented on the difference between crimes between specific areas.

17/105 PUBLIC QUESTIONS

A member of public spoke about "Slow Broadclyst", a group of 65 local residents who share concerns about the traffic issues in and around the Town End / Hellings gardens area. The group representative raised a request for: a public meeting with representatives from DCC, BCPS, and the Police; consultation on residents parking; a stall at the Fun Day.

The group appreciates it is quite an issue to address; quality of life is being impacted as is the operation of the doctor's surgery and Clyst Caring.

The meeting reconvened under Standing Orders

17/106 ACCEPTANCE OF REPORTS

It was proposed by Cllr Gent and seconded by Cllr Staddon that Council accepts the public reports; all Members in agreement and so it was resolved.

17/107 COUNCIL REPORTS

i. Clerks report

Cllr Gent left the room whilst the CIL for Mosshayne was discussed

The Clerks Report for May 2017 was received; forthcoming transfer of community assets to the parish council at Old Park Farm phase 1 was noted, the need to identify CIL projects within the Broadclyst NP was noted,

Cllr Gent re-joined the meeting.

ii. Pavilions Report

The Pavilions Administrators report for May 2017 was received and noted.

17/108 FINANCE

i. Payment Schedule for May 2017

To resolve to approve the list of payments made for May 2017

RESOLUTION: It was proposed by Cllr Wollacott to approve the list of payments for May 2017, totalling £15,446.41 This was seconded by Cllr Gent; Council was unanimous in its agreement.

ii. Finance Committee report

The report from the Finance Committee following its meeting on Monday 22nd May 2017 was adjourned to next meeting as the Chair of Finance was not in attendance due to an unavoidable public transport delay.

17/109 ACCOUNTS, AUDIT AND GOVERNANCE

i. To receive the unaudited end of year accounts for 2016/17

RESOLUTION: It was proposed by Cllr Wollacott to accept the unaudited end of year accounts for 2016/17. This was seconded by Cllr Gent; Council was unanimous in its agreement.

ii. To receive the end of year bank reconciliation as at 31.03.2017

RESOLUTION: It was proposed by Cllr Wollacott to accept the bank reconciliation to 31.03.2017. This was seconded by Cllr Gent; Council was unanimous in its agreement.

- iii. To consider Council's response to Section 1 of the Annual Return, the annual governance statement, for 2016/17)

RESOLUTION: It was proposed by Cllr Wollacott that all assertions in Section 1 be answered in a positive way, in accordance with the recommendation in the Finance Committee's Minutes. This was seconded by Cllr Baker. Council was unanimous in its agreement.

- iv. To consider figures for Section 2 of the Annual Return, the accounting statement, for 2016/17

RESOLUTION: It was proposed by Cllr Wollacott that the following figures for Section 2, as proposed by the RFO, be agreed and stated:

Box 1: £40,829; Box 2: £199,698; Box 3: £31,879; Box 4: £92,288; Box 5: 0; Box 6: £102,074; Box 7: £78,044; Box 8: £78,044; Box 9: £432,049; Box 10: 0

This was seconded by Cllr Baker. Council was unanimous in its agreement.

- v. Annual Return Intermediate Review: Assertion 8 – Significant events.

A report was received from the RFO regarding the Council's Intermediate review; Council agreed a statement which supports the authority's positive response to assertion 8 in Section One of the Annual Return.

RESOLUTION: It was proposed by Cllr Wollacott that the statement be submitted as part of the Annual Return in response to assertion 8. This was seconded by Cllr Gent; Council was unanimous in its agreement.

17/110 NEIGHBOURHOOD PLAN

A comprehensive report was received from the Neighbourhood Plan Officer which is appended to these Minutes.

RESOLUTION: It was proposed by Cllr Wollacott that the report be accepted and recommendations and actions contained within the report be agreed. The proposal was seconded by Cllr Baker

It was further proposed by Cllr Pepper to approve the Call for Land letter and form, which will be available to all landowners in the parish.

The proposal was seconded by Cllr Rylance

17/111 NEIGHBOURHOOD PLAN AREA RE-DESIGNATION

A report was received from the Neighbourhood Plan Officer which explained the reasons for, and process of, applying for re-designation of the Neighbourhood Plan Area (NPA) to include the strategic sites of Old Park 1, Pinn Court, and Tithebarn. (NB: Old Park 2, Moonhill Copse, and Mosshayne are within the existing NPA).

RESOLUTION: It was proposed by Cllr Staddon that the report be accepted and recommendations and actions contained within the report be agreed. The proposal was seconded by Cllr Bromley

Neighbourhood Plan Officer Post.

- Present post of 8 hours a week will allow for leadership of the plan, and for the plan to progress, but it will take years to complete at this level of investment.
- Further hours and administrative support would change this.

Recommendation for the Parish Council to delegate responsibility to Staffing Committee to review this post.

RESOLUTION: It was proposed by Cllr Wollacott, seconded Cllr Rylance – all Members unanimous in agreement and so it was resolved.

17/112 POLICIES REVIEW

To receive a draft updated media communications policy to include the use of social media.

RESOLUTION: It was proposed Cllr Wollacott to accept the updated policy, seconded Cllr Gent – unanimous in favour.

17/113 PLANNING**i. Planning Decisions:**

The following planning decisions made by the Local Planning Authority in May 2017 were noted:

Application ref:	Location:	Proposal:	Decision:
17/0625/FUL	Lower Burrowton Farm Broadclyst Exeter EX5 3BQ	Retrospective application for external cladding to farm buildings; biofilter extension; install 2 no. silo structures; external hardstanding	Approved
17/0807/FUL	Burraton House Broadclyst Exeter EX5 3DB	Two and single storey side extension including replacement garage, second floor window to side elevation	Approval with conditions
17/0827/FUL	Saundercroft Cottage Whimble Exeter EX5 2PF	Construction of two storey rear extension, single storey side extension and insertion of first floor window to side	Approval with conditions
17/0624/FUL	St Pauls Westwood Broadclyst Exeter EX5 3DH	Construction of timber store	Approved

ii. Appeal decisions May 2017:

To note there have been no appeal decisions announced in May 2017

iii. Planning Comment

To note the Planning Committee submitted its comment to the Local Planning Authority following its public meeting on Thursday 25th May 2017

iv. Validated applications:

To discuss validated planning applications received for consultation up to the date of this meeting

Application ref:	Location:	Proposal with link	Comment
17/1011/FUL	Charamy, Blackhorse Lane, BLACKHORSE EX5 2AR	Construction of extended roof area including first floor dormer window to enable first floor accommodation.	Supported
17/1145/MRES	Ecology Park Tillhouse Road Cranbrook	Reserved matters application seeking approval of access, appearance, landscape, layout and scale for the construction of	Does not wish to comment.

		an Ecology Park and drainage basins (This application is made pursuant to outline permission 03/P1900) (EIA Development) (This is a revised application)	
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17/114 CORRESPONDENCE

- i. To receive the May 2017 correspondence list
- ii. To resolve to action any matters arising from the correspondence list as appropriate. It was agreed to respond to running free consultation to keep the ability to charge for public events.

17/115 AGENDA 3 JULY 2017

There were no Agenda Items for 3rd July 2017 put forward at this meeting.

17/116 CLOSE OF MEETING

The meeting closed at 22:04hrs

Signed:.....

Print:.....

Date:.....

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY
REQUEST**