



Attendance Record

Chairman: Cllr Massey

Members Present: Cllrs Baker, Chamberlain, Gent, Jackson, Pepper, Rhodes, Rylance, Staddon, K Straw, Waldron.

In attendance: Clerk, Deputy Clerk

Also Present:

Broadclyst Parish Council Ordinary meeting

Press and Public were welcome to attend.

There was 1 item for discussion under part B (exclusion of press and public) on this agenda.

Members of public were reminded that their attendance at this meeting is a matter of public record.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 5th August 2019** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

MINUTES (DRAFT)

19/107 MEMBERS APOLOGIES	110
19/108 DISCLOSABLE PECUNIARY INTEREST	110
19/109 MINUTES	110
19/110 COUNTY AND DISTRICT COUNCIL WARD MEMBERS	110
i. Broadclyst County Division Members	110
19/111 NATIONAL TRUST REPORT	110
19/112 PUBLIC QUESTIONS	111
19/113 ACCEPTANCE OF REPORTS	111
19/114 FINANCE	111
i. Draft Minutes	111
ii. Accounts to 30.06.2019:	111
iii. Payment Schedule	112
19/115 COUNCIL REPORTS	112
i. Clerks report	112
ii. Pavilions report	112
iii. Neighbourhood Plan report	112
19/116 GOVERNANCE	113
i. Play Area winning design	113
ii. Clerk signatory powers	113
19/117 PLANNING	113
i. Recent decisions July 2019	113
ii. Appeal decisions JULY 2019:	114
iii. Validated applications for consideration:	114
iv. Delegated planning comments	115
19/118 CORRESPONDENCE	115
19/119 AGENDA ITEMS FOR NEXT MEETING	115
19/120 Confidential Items	115

19/121 Bus Shelters	116
19/122 URGENT BUSINESS.....	116
19/123 TO CLOSE THE MEETING	116

MINUTES (Draft)

19/107 MEMBERS APOLOGIES

Apologies: Council resolved to accept apologies from Cllrs Bromley, Francis, and L Straw.

19/108 DISCLOSABLE PECUNIARY INTEREST

There were no DPI's reported; Members signed the Interests book in relation to Planning applications 19/1519/FUL and 19/1615/ADV.

19/109 MINUTES

The Council received the draft minutes of the Full Council meeting on 1st July 2019.

Proposed: It was proposed by Cllr Gent that the Council resolves to approve the draft Minutes as a correct record of the meeting; this was seconded by Cllr Staddon and unanimously agreed.

RESOLVED: That the Council approves the draft Minutes for Full Council meeting on 3rd June 2019.

The Council received the draft minutes of the Traffic Committee meeting on 26th June 2019

Proposed: It was proposed by Cllr Gent that the Council resolves to approve the draft Minutes as a correct record of the meeting; this was seconded by Cllr K Straw and unanimously agreed.

RESOLVED: That the Council notes the draft Traffic Committee minutes on 26th June 2019

Standing Orders were suspended:

19/110 COUNTY AND DISTRICT COUNCIL WARD MEMBERS

i. Broadclyst County Division Members

County Division Member Randall-Johnson had forwarded correspondence from DCC regarding coaches on old Coach Road; the Old Coach Road route is used for inbound coaches for safety reasons relating to the left turn into Dog Village. The correspondence will be shared with the Traffic Committee for its records.

ii. Broadclyst District Ward Members

District Ward Members Cllr Pepper, Rylance and Chamberlain were present at the meeting. Cllr Rylance reported that there is to be a feasibility study to evaluate the potential installation of electric charging points in major EDDC car parks.

19/111 NATIONAL TRUST REPORT

There was no report from the National Trust this month.

19/112 PUBLIC QUESTIONS

Public questions were invited on items on this Agenda.

Two representatives of Broadclyst Football Club spoke to Minute F19/21 in the draft Finance Committee Minutes, the Committee's recommendation to reclaim damages to pitch through insurance. The Captain and Chairman set out the impact of the pitch being out of action on the Club which has 174 youths (12 youth teams) and 60 men players. They stated they felt that whilst the remedial works to remove the worst of the stone contamination has improved the ground, the remaining stones raise safety concerns for players.

There were no other public questions.

The meeting reconvened under Standing Orders

19/113 ACCEPTANCE OF REPORTS

The Council agreed to accept reports received from stakeholders.

The Chairman brought the Finance section forward to this point, following the discussion on the football pitch that had taken place outside of standing orders.

19/114 FINANCE

i. **Draft Minutes**

The Council received, noted the decisions of, and considered recommendations contained within the draft Finance Committee Minutes from its meeting on 25th July 2019.

1st Proposal: Cllr Staddon proposed that the Council commissions re-turfing work to the football pitch to a maximum of £4,250 plus c.£150 for water.

Seconded: Cllr K Straw and unanimously agreed.

2nd Proposal: Cllr Waldron proposed Council enters a contract with Hydro-Logic for the service and maintenance of the Telemetry gauge at Broadclyst Fords (on the Cranny river).

Seconded: Cllr Rylance and unanimously agreed.

It was agreed that delegation be given to Cllr K Straw to approach local businesses for sponsorship towards the cost of the contract.

3rd Proposal: It was proposed by Cllr Straw and seconded Cllr Waldron to accept the draft Minutes and recommendations contained within.

RESOLVED: that the Council accepts the draft Finance Committee Minutes and agrees the recommendations contained within.

ii. **Accounts to 30.06.2019:**

The Council received the following reports for ratification as recommended by the Finance Committee:

- a. Balance sheet (as at 30.06.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 30.06.2019)
- c. Financial Statement (Income/Expenditure to 30.06.2019)

Proposal: Cllr Staddon proposed the Council accepts and agrees the first quarter reports as recommended by the Finance Committee.

Seconded: Cllr Chamberlain. All in favour.

RESOLVED: that the end of first quarter reports be accepted.

iii. **Payment Schedule**

The Council received the list of payments for July 2019 for £28,196.29.

RESOLUTION: It was Proposed by Cllr Staddon to accept the Payment schedule for 31st July 2019, seconded by Cllr Chamberlain with all Members in agreement.

RESOLVED: That the Payment schedule for July 2019 be accepted.

19/115 COUNCIL REPORTS

i. **Clerks report**

The Council received the Clerks Report for July 2019 which contained the following recommendations:

The Council has received a request from EDDC Street Naming Department to provide 3 names for the Cavanna Homes (parcel 17) in Tithebarn Green development. There is a theme for roads in this development linked to the tithe maps and archaeological finds in the area

Recommendation: to delegate to the Clerk and Cllr Gent.

RESOLUTION: It was Proposed by Cllr Staddon to delegate street naming to the Clerk and Cllr Gent. Seconded by Cllr Jackson with all Members in agreement.

RESOLVED: That delegation be given to the Clerk and Cllr Gent for street naming at Cavanna Homes, Tithebarn.

ii. **Pavilions report**

The Council received a report from the Pavilions Administrator for July 2019. It was noted the annual service had been carried out on the community helipad.

Recommendation: to accept the report

RESOLUTION: It was Proposed by Cllr Jackson to accept the report. Seconded by Cllr Staddon with all Members in agreement.

RESOLVED: That the Pavilions Administrators report is accepted.

iii. **Neighbourhood Plan report**

The Council received a report/update for July 2019 from the Neighbourhood Plan Lead Officer with the following recommendations:

- 1: For Council to note completion of the First Site Consultation on July 9th, 2019.
- 2: For Council to discuss the merits/demerits of online consultation and to resolve if to include an online consultation in the autumn as well as the roadshows.
- 3: For Council to note and support the second site consultation.
- 4: For Council to note the second consultation will offer options for land use for a sports hub.

Proposal: (Ref recommendation 2) It was proposed by Cllr K Straw that for continuity the second consultation be online as well as face-to-face roadshows, however to 'tweak' and improve the style of questioning following feedback from the first consultation.

Seconded: Cllr Jackson seconded this proposal. Vote: 10 in favour; 1 abstention; 0 not in favour. Motion carried.

RESOLUTION: It was Proposed by Cllr Gent to accept the report. Seconded by Cllr Jackson with all Members in agreement.

RESOLVED: That the Neighbourhood Plan Lead Officer's report is accepted.

19/116 GOVERNANCE**i. Play Area winning design**

The Council noted that a vote for toddler play equipment was held on Fun Day, where young people chose their favourite of 5 different designs.

Proposal: It was proposed by Cllr Staddon:

- a. To resolve to note the winning design was the train by Sutcliffe Play;
- b. To resolve to enter a contract with Sutcliffe for the supply and installation of the equipment.
- c. To note that the Clerk is empowered to sign the funding agreement on Council's behalf.

ii. Clerk signatory powers

The Council noted that the Clerk, as Council's Proper Officer, is the formal signatory for the Parish Council and to note that the post-holder is duly authorised to sign supply contracts, works contracts, legal agreements, funding applications, grant offers, and other such legal documents as necessary on behalf of the Council, either in accordance with delegated powers or after resolution has been passed.

Proposal: It was proposed by Cllr Staddon that the Clerk's signatory powers, as set out above, be agreed.

Seconded: Cllr Jackson seconded both proposals (19/116i and ii) with Council unanimous in its agreement.

RESOLUTION: that the proposals as set out above be agreed

RESOLVED: that the Council: notes the winning design as the train by Sutcliffe Play; enters a contract with Sutcliffe for the supply and installation of the equipment; notes that the Clerk is empowered to sign the funding agreement on Council's behalf; notes that the Clerk, as Council's Proper Officer, is the formal signatory for the Parish Council and to note that the post-holder is duly authorised to sign supply contracts, works contracts, legal agreements, funding applications, grant offers, and other such legal documents as necessary on behalf of the Council, either in accordance with delegated powers or after resolution has been passed.

19/117 PLANNING**i. Recent decisions July 2019**

The Council noted the following recent decisions:

Application ref:	Location:	Proposal:	Decision
19/0723/ADV	Co Op Food Pinn House Coaker Road Exeter Devon EX1 3BG	1no internally illuminated fascia, only the co-op logo illuminates. 2no internally illuminated co-op projectors, 1no set of non-illuminated 'welcome to' acrylic text, 2no internally illuminated co-op logos, 9no non illuminated wall mounted flat aluminium grey panels, 4no non illuminated wall mounted flat aluminium panels, 2no non illuminated post mounted flat aluminium panels and 1no internally illuminated 3.5m totem.	Split Decision
19/0933/VAR	Land Adjoining Saundercroft Whimple Exeter	Construction of 7MW solar farm comprising erection of solar arrays, installation of ancillary equipment, transformer stations, substations, c.c.t.v. and security fencing and laying of access	Approval with conditions

	EX5 2PF	track (without complying with condition 3 of planning permission 14/0259/VAR, to extend operational lifespan of solar Farm to 40 years)	
19/1263/COU	Fagins Antiques Hele Exeter EX5 4PW	Change of use to Class A3 of one area of the building for the sale of teas, coffees and pre-prepared food	Approval with conditions

ii. **Appeal decisions JULY 2019:**

It was noted there were no appeal decisions announced in July 2019.

iii. **Validated applications for consideration:**

Cllr Massey declared an interest in relation to 19/1519/FUL and 19/1615/ADV; Cllr Baker in relation to 19/1615/ADV.

The Council discussed the following validated planning applications:

Application	Location:	Proposal:	Comment
19/1519/FUL	Land At Hayes Farm (Plot DC1) Clyst Honiton	Erection of 2 no. canopies covering service yards to approved storage and distribution building under planning permission 18/1770/MRES	Council received a copy of a representation from a parishioner. Concerns were raised relating to noise impact of operations on the long side of the building. As noted in Council's response to planning application 18/1770/MRES, there is a noise factor associated with cages being taken outside the buildings for transshipment of goods into vans, especially when empty and going over concrete surfacing. It was felt canopies may help mitigate some operational noise. Vote: 10 support; 1 abstention; 0 not in support. Resolution: to support the application.
19/1615/ADV	Westclyst Community Primary School, Westclyst	1 no externally illuminated fascia sign	Council did not wish to comment.
19/0727/FUL	Crabtree Lodge Killerton Exeter EX5 3LD	Amended plans for consultation. Details of gate: Surface water treatments: Shed	Council did not wish to comment.
19/0728/LBC	Crabtree Lodge Killerton Exeter EX5 3LD	Amended plans for consultation. Wood burner location.	Council did not wish to comment.

iv. **Delegated planning comments**

The Council noted comments submitted on applications under delegation.

19/1410/FUL, Solar Farm West Of Burrowton Cottage Broadclyst EX5 3DA. Installation of secure storage container

Thank you for consulting Broadclyst Parish Council. A site visit to assess the visual impact of the container, especially with regard sightlines from the Public Rights of Way in the area, was requested but declined by the applicant's agent. Ordinarily we would not trouble the applicant and would make assessment looking "in to" rather than "out from" the proposed location of the container; however, the reason for asking was that the Council is writing its Neighbourhood Plan which, in line with EDDC's Local Plan Strategy 5, seeks to extend the GI network between Cranbrook and proposed access 'hubs' at Elbury in the South of the Parish, providing recreational links for not just pedestrian, but also cyclists and equestrians, to Ashclyst Forest. The routes of the new GI infrastructure are not yet confirmed, hence wanting to assess visual impact looking out from the location of the container as opposed to impact looking in at it from the existing FP28.

Whilst there is no objection in principle to this application, there is a concern that choosing a green container is insufficient mitigation against its current and future visual impact. In absence of being able to assess visual impact against potential routes, we request this impact be adequately mitigated by conditioning a planting scheme to screen the visual impact of the container, which is neither an attractive nor natural countryside feature, irrespective of its colour.

19/118 CORRESPONDENCE

- i. The Council received the correspondence list for the month. Cllr Gent outlined the criteria for the Almshouses.
- ii. There were no matters arising from the correspondence list as appropriate.
- iii. The Council received a summary report from Broadclyst Twinning Association following its AGM in June 2019. Cllr Rylance spoke about the Associations aim to increase membership, especially in relation to youth. It was noted that Broadclyst FC has existing links with Plobannalec-Lesconil which could be utilised to encourage more families with young children to get involved.

19/119 AGENDA ITEMS FOR NEXT MEETING

There were no requests for agenda items for consideration when Council next meets.

Cllr Gent left the meeting at 20:10hrs.

19/120 CONFIDENTIAL ITEMS

The Chairman proposed that the public (including the press) be excluded from the meeting for the next agenda item as contractual information is likely to be disclosed (Part B)

The Council resolved that the meeting move into Part B (closed session). Members of Public left the meeting room.

19/121 BUS SHELTERS

It was noted that officers are still waiting for third party replies/confirmation before the bus shelter project can be finalised for presenting to Council. Item deferred.

19/122 URGENT BUSINESS

The Chairman introduced an item of urgent business for consideration: to select a contractor to install a dropped kerb at the top of the recreation ground.

Proposal: Council received 3 anonymised quotes for the work in line with its Financial Regulations. It was proposed by Cllr Staddon to accept the cheapest quote (Quote C) for the work at the quoted price of £1,050 (exc. VAT).

RESOLUTION: The proposal was seconded by Cllr Pepper and unanimously agreed.

RESOLVED: It was resolved to accept the quote of £1,050 and to award the contract to County Roadways, Exeter.

19/123 TO CLOSE THE MEETING

The meeting closed at 20:15hrs.

Signed:.....

Print:.....

Date:.....

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