

COMMITTEE CLERK'S REPORT. 07.05.2024

1. TRAFFIC SUBCOMMITTEE.

- a) The subcommittee met on March 27th – draft minutes appended for Full Council to note as a report.
- b) Request for feasibility study to restructure Town Hill was raised, utilising CIL funding. Item to be added to next Traffic Subcommittee agenda in accordance with LGA 1972, Schedule 12, part II, Paragraph 10 (2)(a).

2. COMMUNICATIONS SUBCOMMITTEE.

- a) The subcommittee met on April 12th – draft minutes appended for Full Council to note as a report.

3. YOUTH SUBCOMMITTEE.

- a) The subcommittee is yet to meet during 2024.
- b) Await YMCA responses to highlighted discrepancies in SLA document vs the original tender submission.

4. FUN DAY 2024.

- a) Facepainting provider has now been secured for the event.

5. Misc.

- a) Moving visuals for the playpark consultation are ongoing.
- b) Provision of HR and H&S Services for the Council raised as Part B item.
- c) Initial stages of organising fun days for Tithebarn (Bioblitz - June 15th) – (Fun day) July 28th and Westclyst – August 3rd.

This concludes my report.

Gemma Cole
Broadclyst Parish Council Committee Clerk
07.05.2024

BROADCLYST PARISH COUNCIL

TRAFFIC SUBCOMMITTEE MEETING MINUTES (Draft)

Members of the Press and Public were welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2)

NB: There were no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) in this meeting.

To: Broadclyst Parish Council Traffic Subcommittee Members:

Cllrs H Gent (Chairman), L Straw, K Straw, J Jackson, Taylor

For Information:

Broadclyst Parish Councillors, District and County Ward Members, Press and Public.

Committee Members were summonsed on **22nd March 2024** to a **Traffic Subcommittee** meeting of Broadclyst Parish Council on **27th March 2024** at **19:00** in the **Broadclyst Sports Pavilions**, Holly Close, EX5 3JB for the purpose of transacting the following business:

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MINUTES (Draft)

T24/03/01 ATTENDANCE

- i. Councillor Record of **Attendance**:
 - Cllrs Gent, L Straw and K Straw
 Councillor **Apologies**:
 - None
- ii. Non- Councillor Record of **Attendance**:
 - None
 Non- Councillor **Apologies**:
 - None

T24/03/02 DISCLOSABLE PECUNIARY INTEREST

There were no new DPLs or requests for dispensation made to the clerk.

T24/03/03 MINUTES

The Council received, and resolve to approve as a correct record, the draft minutes of the Traffic Subcommittee meeting on 17th January 2024

Slight amendment raised to include date and time of the meeting. Proposed Cllr L Straw, seconded by Cllr K Straw, with all in favour to approve the draft Minutes as a correct record – Committee Clerk to make addition of date and time to minutes document.

Resolved: that the draft Minutes from 17th January 2024 approved as a correct record of the meeting.

Standing Orders were suspended:

T24/03/04 PUBLIC QUESTIONS

There were no public questions.

The meeting will reconvene under Standing Orders

T24/03/05 PARKING AT SCHOOLS

- i. The Subcommittee received and noted the report from the Buddy Bear Workgroup (appended A). Civil Enforcement Officers continue to be engaged with the scheme also.
 - Spray red paint on pavement edges. EDDC and DCC to be consulted for permission to proceed. Proposed by Cllr K Straw, seconded by Cllr L Straw, Vote: Unanimously supported, subject to permission being sought.
 - Explore planter next to pedestrian crossing. Proposed by Cllr L Straw, seconded by Cllr K Straw, Vote: Unanimously supported.
 - Banner on The Green and on Town Hill. Committee Clerk advised that banner possibly provided free of charge from Vision Zero SW, for consideration of installation on private property to the top of Town Hill. Highways would need to be consulted. Banner on The Green to be consulted with NT and necessary permissions gained prior to proceeding. Proposed by Cllr K Straw, seconded by Cllr L Straw, Vote: Unanimously supported, subject to required prior permissions.
 - Formal letter to Stuart Hughes. Cllr L Straw to draft, Chair and Committee Clerk to review (prior to sending). Proposed by Cllr K Straw, seconded by Cllr L Straw, Vote: Unanimously supported.

- ii. Cllr L Straw proposed to request 3 temporary signs from DDC to promote considerate parking, to be placed outside residence on Town Hill. Motion not supported.
- iii. Motion to request CIL from Finance Committee to fund a feasibility study to restructure whole of Town Hill. Proposed by Cllr K Straw, seconded by Cllr L Straw, Vote: Unanimously supported.
- iv. Communications with Broadclyst Primary School discussed. Plans are being made for parking provision at an upcoming conference – positively received and school to be encouraged to plan for future events also. School also to be consulted to gain an update on the Sustrains Project that was initiated.

T24/03/06 LCWIP CONSULTATION RESPONSE

The Subcommittee reviewed the draft Clyst Valley and New Communities LCWIP consultation. Committee Clerk to submit comments to DCC (appended B).

T24/03/07 LANGATON LANE

The Subcommittee received and noted the report from Cllr Gent (appended C). Request DCC to replace boulders with planters. Proposed by Cllr L Straw, seconded by Cllr K Straw, Vote: Unanimously supported.

T24/03/08 ACTION LOG

The Subcommittee received the report (appended D). Cllrs L Straw advised letter had been sent to Chair of Primary School to request ongoing relationship regarding road safety. Response awaited.

T24/03/09 CLOSE OF MEETING

The meeting closed at 20:50hrs.

Signed:

Print:

Date:

ALL DOCUMENTS AVAILABLE IN LARGE PRINT

Appendices

A

Broadclyst Parish Council Admin

From: Liz Straw
Sent: 22 March 2024 14:17
To: Henry Gent; Cllr Steve Taylor; Karl Straw
Cc: Broadclyst Parish Council Admin
Subject: Report for traffic committee
Attachments: New+M4L+idling+flyer+digital.pdf

Hello everyone,
 Here's a quick update on the campaign. Feedback, ideas, very welcome.

Buddy We've done six Buddy meet and greets – all have been warmly welcomed and it's time to step up the campaign.

Research - On Monday I attended a Community Action Group Zoom seminar on behaviour change (we're going in the right direction) and am attending a comms seminar this coming Monday – all very helpful.

Fearless Mum Patrols – rather long and confusing article from last year's Daily Mail – but evidences street patrols are **allowed** and work. In a nutshell mums have patrolled since 2019 to tackle bullying and muggings – very confident we can safely talk with families about parking issues!!

<https://www.dailymail.co.uk/femail/article-12145079/The-fearless-MUM-PATROLS-taking-street-gangs-kids-safe.html>

Actions

I'm contacting local stake holders personally, (focussing on school, Trust & DCC) giving brief details of our campaign and asking for phone chats with the ultimate aim of getting a round table meeting.

Re-structuring the environment of Town Hill

- Hoping to introduce red danger zones where drivers should not park (double yellows/junctions). Spray red paint on pavement edges.
- Planter next to the pedestrian crossing (currently vision blocked by parked cars)
- Temporary parking suspension order to put cones on double yellows and junction of Town Hill/Hellings
- Banner on The Green and on Town Hill – highlighting danger of parking on double yellows.
- CEO's are patrolling weekly

Campaign messaging

Form a "patrol" group, Smile & Stroll to walk around during school pick up times **encouraging:**

- Families to park further away
- Families to car share
- Families to stop idling - banners and flyers – Mums for Lungs excellent flyer attached.
- Publicity stunt – Buddy and helpers holding 150 balloons – that's how much toxic gas is release during one minute of idling.

Ask DCC for safety training for Smile & Stroll, based on CEO training.

Motion

Would like the committee to write a formal letter to Stuart Hughes asking for support for our campaign.

Thanks
 Liz

Liz Straw

B

Broadclyst Parish Council have reviewed the Clyst Valley & New Communities LCWIP (Local Cycling and Walking Infrastructure Plan) draft for consultation and have considered the interests of local residents and associated stakeholders who may be affected by the impacts of the proposals.

The Traffic Sub-Committee have considered the section focusing on the north of the area from Killerton to Cranbrook. Comments based on the recommended improvements are as follows:

1. Killerton Estate: Explore with National Trust potential for off-road route through estate to avoid on-road sections. Potential to connect to onward links contained in the emerging Cullompton & Tiverton LCWIP.
 - Support
2. Existing Killerton to Broadclyst route: Widening and resurfacing. Improve gates to make the route accessible for all, including the southernmost gate which is broken and can't be opened.
 - Support
3. B3181: New toucan crossing adjacent to Sunnyfield. Convert B3181 footway to Shared Use Path (SUP) by widening into carriageway or verge. Use Old Coach Road to avoid particularly narrow section. Consider modal filter on Old Coach Road if there is local support.
 - New toucan crossing was not supported.
 - There is local support for the modal filter option for Old Coach Road.
 - It was noted that B3181 is currently the official relief road for M5 closures, therefore highlighting concerns regarding narrowing of the carriageway which will need to be explored further for this option. If implementation of widening SUP into carriageway, support would be given to the length spanning the entrance and exit of the village (extended from the draft which is a small section).
4. Broadclyst quiet routes on Holly Close, Woodland Road, and Maple Road: Could be enabled with minor widening to the existing path to the north of Holly Close and adding "except cycles" to existing no entry sign on the lane past the post office.
 - "except cycles" to existing no entry sign was not supported
 - Link instead to existing crossing point via The Green (between Terrie's Hairshop and Broadclyst Social Club).

5. Dog Village: Extend 20mph limit to Elbury Farm Lane, with further traffic calming and/or on-road cycle lanes. Create shared use path on Station Road linking to College and Leisure Centre
 - The Council have submitted an “expression of interest” as part of Devon County Council’s 2024-2025 third tranche of 20mph Speed Limit Programme and therefore support this.
6. B3181 (E2 route): In the short term, maintenance and hedge cutting to increase width of existing SUP. Improved side road crossings, including at Poltimore Road, Parkside Road and Park Lane. Install “dutch kerbs” across driveways along the entire route to provide a consistent flat surface. In the longer term a new route parallel to the B3181 away from the highway should be investigated east of the M5. This would provide a more attractive route for all users including school pupils travelling from Exeter to Clyst Vale Community College. This would require negotiation with landowners and land acquisition.
 - Support of both options. Further comments made to advise of the emphasis on a well lit route most likely being favoured amongst students.
7. Pinnacourt Lane: Deliver new route between development site and Langaton Lane.
 - Support
8. Poltimore alternative route: Potential to create an attractive off-road route, upgrading the existing path through the former Poltimore deer park, Wilton Bradley access road (currently private no access), and upgrading the existing PROW over the M5 and fields. Engagement and agreement with private landowners required.
 - Support
9. Elbury Farm Lane: 20mph limit and sign as access only or modal filter if there is local support.
 - Support –included as part of the Neighbourhood Plan “Policy based projects that will be able to use Community Infrastructure Levy Funding Policy CIL Project 4: Community Infrastructure Levy money to go towards the provision of infrastructure to enable Elbury Lane between the Elbury Farm site and Heath crossroads to be downgraded as a quiet lane for pedestrian and cycle and access use only. Potential for joint project work with CVRP”.

10. Cranbrook Station to Broadclyst: There is an aspiration (e.g. Broadclyst Neighbourhood Plan & Clyst Valley Park Masterplan) for a new off-road route, either parallel to Station Road (most direct, but complex) or connecting to Elbury Farm Lane (less direct, simpler and lower cost). However, both options would likely require a new railway crossing and would entail high costs with limited potential demand. It is understood that few pupils from Cranbrook attend Clyst Vale Community College as Cranbrook is not in the catchment area.

- Support

11. Links to Ashclyst Forest: There is an aspiration to improve cycle links to the forest, with the National Trust aiming to create a new visitor hub at Ashclyst Farm. Potential options that could be explored further include routes via Southbrook Ln/Crannaford Ln and upgrades to existing public bridleways. However, the forest sits on top of a steep hill and there appears to be very low existing demand for cycling here.

- Support

C

Broadclyst Parish Council Admin

From: Councillor Henry Gent <Henry.Gent@devon.gov.uk>
Sent: 07 March 2024 10:10
To: Broadclyst Parish Council Admin
Cc: Cllr Paula Fernley; Angie Hurren
Subject: FW: Langaton Lane

Hello Gemma

Please can we put Langaton Lane as an agenda item on the next meeting of Traffic/Highways Committee.

Langaton Lane is a key walking and cycling route which will become even more heavily used once we have a link into Pinncourt/Bloor. As a green lane, almost entirely free of traffic, except a bit of access, it is very good. However there is a concern about maintenance. Lots of Pinhoe residents use it for dog walking. Without vehicle traffic, it is difficult to make the landowners trim the hedges for "safety" but there is a risk of becoming over-grown. On one section the landowner has erred on the side of "obliteration" – also not ideal. It is debatable whether motion-activated lighting is appropriate. So, in summary, I think the maintenance issues are:

- Litter including dog poo
- Trimming the vegetation
- Lighting
- Concrete bollards – replace with planters ?

D

Reference	Minute Item	Action	Allocated	Notes
T1	T24/01/08 i	Temporary Order query	LS / HG	Completed
T2	T24/01/08 ii a	Enforcement Request	GC / HG	Completed
T3	T24/01/08 ii a	NT resident parking	GC	TBC
T4	T24/01/08 ii a	Commercial Vehicles	GC / HG	Completed
T5	T24/01/08 ii a	Repainting Disabled Bays	GC / HG	Completed
T6	T24/01/08 ii b	Letter to TCAT	GC	TBC
T7	T24/01/08 ii c	Walking Bus	GC	TBC
T8	T24/01/09 a	HATOC application	GC	Completed
T9	T24/01/10	Invite GIO to next meeting	GC / HG	Completed

BROADCLYST PARISH COUNCIL

COMMUNICATIONS SUBCOMMITTEE MEETING MINUTES (Draft)

Members of the Press and Public were welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2)

NB: There were no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) in this meeting.

To: Broadclyst Parish Council Communications Subcommittee Members:

Cllrs L Straw (Chairman), Coton, Fernley, Gent, non-councillor members, Judy Ferrier, Clare Ratcliffe.

For Information: Broadclyst Parish Councillors, District and County Ward Members, Press and Public.

Committee Members were summonsed on **3rd April 2024** to a **Communications Subcommittee** meeting of Broadclyst Parish Council on **12th April 2024** at **13:00** in the **Broadclyst Sports Pavilions**, Holly Close, Broadclyst, EX5 3JB the for the purpose of transacting the following business:

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MINUTES (Draft)

C24/04/01 ATTENDANCE

- i. Councillor Record of **Attendance**:
Cllr L Straw
Councillor **Apologies**:
Coton, Fernley, Gent
- ii. Non- Councillor Record of **Attendance**:
Judith Ferrier, Clare Ratcliffe
Non- Councillor **Apologies**:
None

C24/04/02 DISCLOSABLE PECUNIARY INTEREST

There were no new DPs or requests for dispensation made to the clerk.

C24/04/03 MINUTES

The Council received, and resolve to approve as a correct record, the draft minutes of the Communications Subcommittee meeting on 12th January 2024

Proposed Cllr L Straw, seconded by Judith Ferrier to approve the draft Minutes as a correct record. Vote: Unanimously supported.

Resolved: that the draft Minutes from 12th January 2024 be approved as a correct record of the meeting.

Standing Orders were suspended:

C24/04/04 PUBLIC QUESTIONS

There were no public questions.

The meeting will reconvene under Standing Orders

C24/04/05 ACTION LOG

The Subcommittee received and noted a report of the previous meeting's actions.

C24/04/06 BROADSHEET

- i. General Broadsheet update including any feedback from parishioners on the Spring 2024 edition.
Feedback has been overall positive with many comments for the capybara picture received.
- ii. Suggested articles for future editions
 - Fi Hailstone at the National Trust to write about the butterflies that can be found in the parish
 - "A trip to the past revised"
 - Tithebarn Bioblitz / Nature day / Fun day - June 15th
 - Broadclyst Village Fun Day – June 29th
 - Westclyst Fun Day – August 3rd
 - Charles Portrait – where to locate in Parish
 - Buddy – ½ page

- Rugby Competition
- Community Connector and Consultation – **Front Page**
- Yoga at Science Park
- LED Leisure Article – ½ page (GC to contact)
- Tithebarn Resident's Association (GC to contact)
- Martinsfield (CR to contact)
- Timetable updates and bus pass article (CR)
- Environmental Group – ½ page (CR to contact)
- Other contributors to be contacted to chase up submissions (CR to contact)

Committee Clerk to assist/support Clare going forward with the following up and contacting of contributors for future editions.

iii. Advertisements

Committee Clerk advised that advertisers for 2024 are confirmed and all invoices have been issued and followed up on for 2023.

iv. Current Distribution

Tithebarn Resident Association took over distribution of the Broadsheet within the Tithebarn area, with single drop off point for the area being Councillor Coton. All volunteers within the Parish (outside of Tithebarn) remain in place.

v. Distribution challenges and solutions

None

C24/04/07 WEBSITE

- i. It was noted that the online space is currently looking in good condition, thanks to the assistance of Cllr Coton.

C24/04/08 NOTICEBOARDS

- i. All noticeboards now contain what.3.words location.

C24/04/09 SOCIAL MEDIA

- i. Facebook – Looks good and active.
- ii. Instagram – Replicate Facebook where suitable.
- iii. X (previously Twitter) – Continue to use going forwards for business related posts.

C24/04/10 CLOSE OF MEETING

The meeting closed at 14:12hrs.

Signed:

Print:

Date:

ALL DOCUMENTS AVAILABLE IN LARGE PRINT