

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

Broadclyst Parish Council Ordinary Meeting of the Council

Public Notice of meeting: Press and Public were welcome to attend.
 There were no items for discussion under part B (exclusion of press and public) on this agenda.
 Members of public are reminded that their attendance at this meeting is a matter of public record.

There was an Ordinary meeting of the Broadclyst Parish Council on **Monday 3rd June 2024** at **19:00hrs** at Westclyst Primary School, Maddick Rd, Westclyst EX1 3YG for the purpose of transacting the following business:

MINUTES

24/067 OPEN MEETING; ATTENDANCE RECORD	8
24/068 DISCLOSABLE PECUNIARY INTEREST	8
24/069 MINUTES.....	8
24/070 Westclyst – Old Park Farm Phase 3.....	8
24/071 Local Plan update CONSULTATION.....	9
24/072 WARD MEMBERS	9
ii. Broadclyst County Division Members	10
iii. Broadclyst District Ward Members.....	10
24/073 PUBLIC QUESTIONS	10
24/074 ACCEPTANCE OF REPORTS.....	10
24/075 COUNCIL REPORTS.....	10
i. Clerks Report	10
ii. Deputy Clerks Report	11
iii. Committee Clerks Report	11
iv. Community Connector Report	11
24/076 FINANCE & GOVERNANCE.....	11
i. Payment Schedule	11
ii. Committee Structure and Councillor Membership.....	11
iii. Standing Committee Chairmen.....	12
iv. Meeting Schedule	12
v. Preferred Suppliers	12
24/077 Councillor motion: Carbon Literacy Training.....	12
24/078 PLANNING.....	13
iii. Recent Decisions/ Appeal decisions / TPO update	13
iv. Recent decisions in May 2024.....	Error! Bookmark not defined.
v. To receive a report on recent decisions in May 2024.....	13
vi. Planning applications for consultation.....	Error! Bookmark not defined.
24/079 Correspondence.....	13
24/080 FUTURE AGENDA ITEMS.....	14
24/081 TO CLOSE THE MEETING.....	14

MINUTES

24/067 OPEN MEETING; ATTENDANCE RECORD

- i. The Chair opened the meeting at 19:00hrs.
- ii. **Present:** Members present were recorded as Cllr Massey (Chair), Gent, Pepper, Rhodes, K Straw, L Straw, Taylor, Whitmarsh.
In attendance: Clerk; Deputy Clerk.
14 members of public, plus Troy Stuart and James McMurdo (developer presentation)
- iii. **Apologies:** were accepted from Cllrs Coton, Fernley, Rylance, Waldron.

24/068 DISCLOSABLE PECUNIARY INTEREST

Members were reminded to review and update their register of interests.

24/069 MINUTES

The Council received the draft minutes of the Ordinary Council meeting on Monday 13th May 2024.

PROPOSED: Cllr Whitmarsh proposed that the draft Minutes be accepted as an accurate record of the meeting. This was seconded by Cllr Taylor and unanimously agreed. **RESOLVED.**

It was noted that the Committee Clerks report is carried forward to 10th June 2024.

24/070 WESTCLYST – OLD PARK FARM PHASE 3

The Council received a pre-app presentation with Q&A from Troy Stuart and James McMurdo regarding the proposed plans for phase 3 of Old Park Farm.

The development proposes up to 180 houses, 25% of which would be affordable. The presentation included commentary around: the outcomes from the previous application and learnings from that process; the relationship between the development site and Poltimore House; and how the site relates to the sustainability appraisal in the new Local Plan and East Devon's 2020-2040 Vision.

The former reasons for refusal, especially with regard the Heritage Impact and Context, have been analysed and as a result no development is proposed in the SW corner (steep land increases the view into the back of Poltimore House. The northern edge of Old Park Farm development marks the transition from an urban landscape to countryside/parkland landscape. This reflective piece of work has led to increased tree planting, restoring the Poltimore House Parkland to an earlier date. The design strategy in the S106 agreement for Old Park Farm Phase 2 required tree planting as mitigation; the further mitigation of impact of phase3 and associated impact on Poltimore House will see increased planting to restore the Parkland to an earlier point in time (c.1800's), as well as providing additional planting along the M5 western edge to protect and enhance the setting of Poltimore House.

It was suggested that this results in heritage gain, landscape gain, and facilitates the delivery of housing in a sustainable location. The Parkland would have public access and with its statutory protections will prevent any further development, protecting Poltimore House for the future. Parkland would be delivered by Stuart Partners Ltd, with options for the ongoing maintenance (delivered through planning obligation and funded through S106 agreement) to be agreed in due course.

The presentation closed with a brief look at other land at Westclyst under the ownership/control of Stuart Partners Ltd, namely the small parcel of land at the entrance to Phase One of the estate which has land-sue consented for small retail and office use, and the small area adjacent to the community sports pitch, next to the Westclyst Primary School, which is currently reserved as part of the phase two of the Westclyst Park & Change facility. A land-use "swap" is mooted, with the

delivery of a community facility / changing rooms / small office/commercial units on the land next to the pitch, with statement housing on the land at the entrance to the site.

Questions from members of public included concerns around the capacity of existing infrastructure, including health, education, and roads. It was noted that the main access would be via the B3181 at the Poltimore Bowles junction; that the developer will have to pay a sum towards education and healthcare through S106 obligations. It was further noted that doctor's surgeries are privately run; that it's the NHS that asks for / receives S106 contributions. If there is a commercial case to do something medically for Westclyst, Stuart Partners would be happy to enter negotiations.

NB: this was a pre-app consultation. If/as/when the application is validated and published for formal representations to be made, members of public will be able to view proposals and submit their own comments via the East Devon District Council planning portal.

24/071 LOCAL PLAN UPDATE CONSULTATION

The Council received an update on the Local Plan consultation that runs until 5pm, 27th June 2024. To view proposals and make comments, you can access the consultation here

<https://eastdevonlocalplanspring24.commonplace.is>

a) Housing site: Brcly_31a

The council started to look at proposals in the eight topic areas that are relevant to Broadclyst Parish. The context of the consultation was explained, and Members discussed the first/only housing allocation: site 31a at Westclyst (east of the M5, north of the railway) for 1,000 houses. It was noted that this is a 'second choice' site.

Members noted that although area is proposed as a second-choice allocation, there is a ransom strip of land under Highways England ownership which could cause access challenges. It was noted that if the development did come forward, it would put additional pressure on the B3181 in terms of highways infrastructure. Concerns were also raised around the capacity of existing infrastructure, including health and education, noting these were already at capacity.

The Broadclyst Neighbourhood Plan notes that "Community facilities are the bedrock that allows a community to meet, share, and work alongside others and experience a whole range of new activities." However, there are no new community facilities proposed and as a 'Service Village', Westclyst has no all-weather community meeting space. The proposal suggests that 'the site would require its own range of facilities' then notes "but it is currently within 1.6km of four of more facilities, including schools, a hall, and a pub.

PROPOSAL: It was proposed by Cllr Massey, considering the above points and the noise impact from the M5, not to support the allocation of site Brcly_31a in the emerging Local Plan. This was seconded by Cllr Whitmarsh and unanimously agreed. **RESOLVED.**

b) Employment sites: (Brcl_27a)

The council considered proposals for site Brcl_27a, noting that the assessment states that "Accessibility is reasonable and the main road is very well used, albeit prone to flooding and narrow in parts."

The Lodge Trading Estate was put forward as a development site in the Broadclyst Neighbourhood Plan, and went out to public consultation. It did not receive support for development due to the impact of increased traffic on Station Road. Historically, the council has received other complaints about the suitability of the Lodge Trading Estate as a commercial site given the traffic trips it generates over the narrow railway bridge. There is a gentleman's agreement with current

occupiers of other parcels of land at Lodge Trading Estate that they do not head north from the site, passing Clyst Vale Community College, but leave in a southerly direction only, therefore having to use the bridge.

The current occupants of the site have received negative comments and complaints from local road users and residents as to their impact on the southern section of Station Road (from the Fords southwards).

PROPOSAL: It was proposed by Cllr Massey that the allocation of site Brcl_27a in the emerging Local Plan not be supported due to traffic impact on the bridge unless brought forward with a restructuring of the bridge / road layout of a major nature. This was seconded by Cllr K Straw, and unanimously agreed. **RESOLVED.**

c) Employment sites: (Brcl_27b)

The council considered proposals for site Brcl_27b, noting the assessment states "*not considered suitable for allocation due to the existing active employment uses already in place and the extensive areas that are liable to flooding*".

PROPOSAL: The same concerns about traffic impact on the bridge apply per site Brcl_27a, therefore it was proposed by Cllr Massey to support the rejection of site Brcl_27b from the emerging Local Plan. This was seconded by Cllr K Straw, and unanimously agreed. **RESOLVED.**

d) Further topics

The council agreed to defer consideration of Designated Neighbourhood Area Housing Requirements, Green Wedges, and the Clyst Valley Regional Park to a Planning and Environment Committee meeting.

24/072 WARD MEMBERS

ii. Broadclyst County Division Members

There were no reports received from the County Division Members.

There were no parish matters for Cllrs Gent and Randall-Johnson

iii. Broadclyst District Ward Members

There were no written reports from District Ward Members.

There were no parish matters for Cllrs Chamberlain, Fernley, and Rylance.

24/073 PUBLIC QUESTIONS

Landowner/farmer reported that it was proving very difficult to get contractor to cut foot way between Withy Bridge and Broadclyst. The Clerk has received assurances that the contractor will cut this coming Saturday (8th June) and that the delay has been due to a tractor breakdown.

24/074 ACCEPTANCE OF REPORTS

Proposal: It was proposed by Cllr L Straw, seconded by Cllr Taylor to accept reports; majority vote (1 abstention). **RESOLVED**

24/075 COUNCIL REPORTS

i. Clerks Report

To receive a report from the Clerk, and to resolve any recommendations contained within.

SAR: recommendation:

Proposal: It was proposed by Cllr K Straw to write to requestor telling them apply to ICO for extension, to engage a 3rd party to undertake the investigation up to the value of £5k

That the money comes from general reserves to outsource the work to an external IT

company. Delegate to Clerk to find the most cost-effective way, limit of £5,000 before it comes back to Council. This was Seconded by Cllr Taylor with majority vote, 1 abstention (Cllr Massey). **RESOLVED**

Proposed: It was proposed by Cllr Taylor to change the dates of the Community consultation to: 8 July to 30 September, Seconded by Cllr K Straw, unanimously agreed. **RESOLVED**

Proposed: It was proposed by Cllr K Straw to continue with the Telemetry contract for 24/25. This was seconded by Cllr Taylor and unanimously agreed. **RESOLVED**

ii. Deputy Clerk Report

Recommendation: For the Council to agree for the VIPs to keep the box/small shed next to the tennis hut with the responsibility to the VIPs.

Proposed: It was proposed by Cllr L Straw to agree on the location of the Treasure Chest/small shed beside the tennis hut in Broadclyst with the responsibility to the VIPs. This was seconded by Cllr Whitmarsh and unanimously agreed. **RESOLVED**

Recommendations:

- i. For Council to approve the location of the table tennis table.
- ii. For delegation to the Deputy Clerk to obtain permission from the National Trust.
- iii. For the Council to agree to take on the asset and all associated responsibility, insurance, and inspections.

Proposed: It was proposed by Cllr K Straw to agree the recommendations based on making sure the table is covered by CCTV and has appropriate CCTV signs, and if any vandalism/ complaints from members of the public, the Council are allowed to remove and/or re-site the table. Seconded by Cllr Whitmarsh with all unanimously agreed.

RESOLVED

The Council wish to thank the VIPs for the donation of the Tennis Table.

Recommendation:

- i. For Council to approve the proposal of the picnic bench/seating in the Broadclyst Play Park to be purchased by the VIPs.
- ii. For the Council to include the seating/picnic bench as its asset with the ongoing responsibility, insurance, and inspections.

Proposed: It was proposed by Cllr K Straw and seconded by Cllr Taylor with all unanimously agreeing to the above recommendations. **RESOLVED**

iii. Committee Clerks Report

This item was deferred to the next meeting.

iv. Community Connector Report

The Council received a report from the Community Connector. It was noted that the council needs to follow guidelines for payments for focus groups.

24/076 FINANCE & GOVERNANCE

i. Payment Schedule.

The council received the payment schedule for May 2024.

Proposed: It was proposed by Cllr Whitmarsh and seconded by Cllr Massey to agree the payment schedule. A majority vote (one abstention). **RESOLVED**

ii. Committee Structure and Councillor Membership

The council considered and agreed the optimal structure of the Council's Committees as follows:

- **Full Council.** Meets monthly for 11 months of year with additional meetings as required
 - 6 meetings a year are to conduct the standing agenda for formal council meetings
 - 5 meetings a year are to allow the full council to consider wider council and community business, liaising with working groups.
 - Meetings to alternate where practical
 - Working groups reporting to community meeting:
 - Communications
 - Traffic Committee
 - Youth
 - Fun Day
- **Finance and Governance.** Meets 5 time a year and as required
 - Working groups reporting to community meeting
 - Community Infrastructure Levy (CIL) (working group)
 - Sports Pavilions (administrative purposes only)
- **Planning and Environment,** incorporating Neighbourhood Plan, Climate, and Emergency Planning. Meets 5 times a year and as required
- **Staffing.** Meets twice yearly and as required

Proposed: The above structure was proposed by Cllr K Straw, seconded by Cllr Massey and agreed unanimously

- The following appointments were made for Council representation on external bodies: Cllr L Straw, Cllr Massey and Deputy Clerk on the Police Crime and Commissioners Advocate Scheme; Cllr H Gent, airport consultative committee; Victory Hall, no appointment.

iii. **Standing Committee Chairmen**

The council appointed the Chair for each of Council's Standing Committees in accordance with Standing Orders and Terms of Reference.

Finance and Governance: Cllr K Straw

Planning and Environment: Cllr Massey

Staffing: Cllr Whitmarsh

For memberships of each committee, Cllr Massey proposed to repeat item at next meeting when more councillors will be in attendance.

iv. **Meeting Schedule**

The Council's schedule of meetings for 2024/25 will be published now that the committee structure has been agreed.

v. **Preferred Suppliers**

The Council reviewed and confirmed its preferred suppliers for 24/25, updating to reflect contracts awarded on 13.05.24

Proposed: It was proposed by Cllr L Straw to approve the draft list; this was seconded by Cllr Pepper and unanimously agreed. **RESOLVED**

vi. **Segregation of Duties**

Proposed: It was proposed by Cllr Whitmarsh to approve the draft segregation of duties report; this was seconded by Cllr L Straw and unanimously agreed. **RESOLVED**

vii. **Transparency Code 2024/25**

Proposed: It was proposed by Cllr Whitmarsh to approve the council's published information under The Code for 24/25; this was seconded by Cllr Gent and unanimously agreed. **RESOLVED**

The length of the meeting reached 2 hours. Cllr Massey proposed a ten-minute extension which was unanimously agreed and resolved

24/077 COUNCILLOR MOTION: CARBON LITERACY TRAINING

The Council received a report containing a motion from Cllr Gent regarding Carbon Literacy Training.

Proposed It was proposed by Cllr Gent that the council arranges and pays for Carbon Literacy training. This proposal was expanded by Cllr K Straw that the council accepts Cllr Gent's report and proposal, setting a budget for group training of £1,000 to come from the climate emergency budget. It was further proposed that should the budget be over £1,000 then the council should receive 3 quotes for consideration. The proposals were unanimously agreed.

RESOLVED

24/078 PLANNING

- i. Recent Decisions/ Appeal decisions / TPO update
To note there have been 0 appeal decisions announced since the last meeting.
- ii. The Council received a report on recent decisions in May 2024
- iii. The Council considered the following planning applications:

(Council may also consider any applications for which notification was received after publication of this agenda)

Application ref:	Location:	Proposal:	Comment
24/0801/FUL	The Beeches Town End Broadclyst EX5 3HW	Proposed rear single storey extension, construction of new first floor and new external timber boarding	Broadclyst Parish Council voted to NOT SUPPORT with 1 Abstention on this planning application because it did not fit the Neighbourhood Plan policies D1 & DH2. The council felt it would not fit in with the Streetscene, it would be an increase of 79% which is not an appropriate scale and the impact on both the listed buildings Hackworthy and Lake Farm. Not Supported
24/0961/FUL	23 Acland Road Broadclyst Devon EX5 3HF	Replacement conservatory to the side of the property	The Council voted to support this planning application with a unanimous vote Supported.
24/1011/FUL	52 Manley Meadow Exeter EX1 3GQ	Construction of gazabo in rear garden (retrospective)	The Council voted to not comment on this planning application. No Comment

24/079 CORRESPONDENCE

- i. To receive the correspondence list, Deferred to 10.06.2024
- ii. To resolve to action any matters arising from the correspondence list as appropriate It was agreed to defer correspondence to 10.06.2024.

24/080 FUTURE AGENDA ITEMS

There were no additional receive requests for agenda items for consideration by the Council to those noted in these minutes.

24/081 TO CLOSE THE MEETING

The meeting closed at 21:12hrs

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

Print:..... Sign:..... Date:.....