

Broadhembury Parish Council

NOTICE of Parish Council meeting via ZOOM
16th March 2021 - 7.30pm
To join: clerk@broadhembury-pc.gov.uk

AGENDA

1. Apologies
2. Approval of Minutes: 
BPC Meeting on 19.01.2021
PIP Meetings 1.02.21 & 8.02.21
3. Matters arising
4. Carbon Footprint Calculator Presentation
by Cllr Graham Long, Chairman of Upottery PC .
5. Public discussion, Reports, DC, EDDC, Police
6. Correspondence 
D Hinshelwood regarding damage to woodland
BNCLT
7. Planning report
8. Traffic Speed update
9. Capital Spend Initiatives - *Feedback from Cllrs*
10. Propose new date for AGM - *4th May 2021 (originally 18th May)*
11. Process Review
12. Governance Review 
13. Clerk Salary
14. Approval of Retrospective Invoices 
15. Appointment of Internal Auditor
16. Litter Pick Day - *propose 22nd May 2021*
17. Kerswell & Broadhembury play areas
18. Maintenance of Memorial Hall Car park/ Millennium garden/ playground/ triangle
19. Website update
20. AONB 30 Year Anniversary
21. AOB

Broadhembury Parish Council

PARISH COUNCIL MEETING

Platform: ZOOM

19th JANUARY 2021 - 7.30pm

MINUTES

PRESENT: Cllrs. B. Nelson (Chairman), Mrs E. Bradshaw (Deputy), V. Game, N. Howgill, C. Ledward, A. Powell, Mrs D. Rees, D. Wicks, R. Dunford-Brown, Mrs J. Henderson (Clerk) and 6 members of the public.

AGENDA

1 Apologies None

1.1 ITEM 13 on the Agenda: 'Co-option of Parish Councillor' addressed first:
Chair proposed co-option of Robert Dunford-Brown and seconded by Cllr Bradshaw. Cllr Dunford-Brown was duly welcomed on board by the Chair.

2 Minutes of the last meeting

Request from Cllr Powell acting on behalf of the BCLT, that the following amendment be made to the Minutes of 17th November 2020:

Item 13 (ii) currently reading '... for at least 4 new houses', be changed to read '... for 4 new houses' in line with Housing Survey results.

Chair agreed to make amendment and sign off Minutes as correct.

3 Matters arising

Chair's E-News letter put on hold for now.

ITEM 9 (Prev. Minutes)

Litter Clearance actioned for Springtime (Covid permitting), as situation has worsened.

ITEM 10 (Prev. Minutes)

Broadhembury Playground ROSPA inspection is due in March. Chair asked Cllr Wicks to provide details in order for payments to be made from Section 106 monies.

Cllr Wicks confirmed we have an extension of 25 years to the existing lease

(ends May 2027) taking us through until 2052 and will duly furnish us with a copy.

Chair reminded Cllr Dunford-Brown that until we have a 10 year lease, or own the play area at Kerswell, we are unable to offer funding.

ITEM 19 (i) (Prev. Minutes)

Repairs to Church Roof match fund. Chair suggested a grant of £2,000 specifically for roof repair, but we would be unable to cover grass-cutting expenses as well.

Chair proposed and was seconded by Cllr Rees.

Cllr Bradshaw to advise when funds are required.

ITEM 19 (ii) (Prev. Minutes)

Noticeboards. New system working well - thanks go to Cllrs involved.

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- 4 Reports, DC, EDDC** None
Police Annual Report received from Darren England, PCSO.
Reductions of Crime/Incidents in the parish from 51 - 2019/20, to 43 - 2020/21 and those reported via 101/999 or Online from 78 to 73.
Public discussion: *(go to item 8)*
- 5 Planning report**
Cllr Bradshaw reported 4 applications, 3 of which were supported. The 4th (a revisit of James Barn, Kerswell due to an appeal being lodged with EDDC), resulted in agreement that the applicant would reduce visual effect of acoustic fencing, by planting up either side of the fence. *(At this point, Cllr Ledward joined the meeting.)*
- 6 Correspondence** None
- 7 Budget**
Councillors agreed the budget for the forthcoming year. In answer to Cllr Game's enquiry, the Chair advised that the Church Roof grant would be coming out of the Reserve Account, while the £500 Grant in the Budget was for other causes.
- 8 Precept**
Councillors agreed the years precept set at £8471.
(At this point the Chair returned to Item 4 of the Agenda for any points of Public Discussion - None.)
- 9 Capital Spend Initiatives**
Current initiatives include: First Aid Course, Bike Shed, Church Roof Repair (£2k commitment from PC during this meeting), Website, and Green Repair Cafe. The Chair requested Cllrs give some thought on this item and report back at the next meeting.
- 10 Increase in Parish Councillors**
Recognising that a significant number of our Cllrs work full-time, it was not always possible to commit to some of the requests we receive from EDDC and OPCC for Snow Wardens/OPCC Cllr Advocate Scheme etc. The Chair explained that with the devolvement of more responsibility to Parish Councils from County, there was now a strong case for additional representation in order to adequately serve the parish. Cllr Bradshaw proposed the increase P.C's and this was seconded by Cllr Rees. The Chair will now notify EDDC formally of this decision.
- 11 Report from CLT sub group**
Cllr Powell reported that the CLT is making excellent progress and as of that day, membership stood at 92 members. A new website would be launched in mid February where all Minutes from their meetings will be available to view. Currently they are awaiting the outcome of a 'Planning Permission in Principle' submitted by Mike Drewe on behalf of the CLT, which identifies 'suitable sites'. The Chair congratulated the CLT on all their hard work to date.

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12 **Bike Shed Project**

Due to current demand, Cllr Bradshaw had been unsuccessful on this occasion in securing a grant for the Bike Shed. Consequently, this project has been put on hold until an alternative funding source is acquired.

13 **Co-option of Parish Councillor** (see item 1.1)

14 **War Memorial Project**

Cllr Howgill had an initial quote for the stonework, but in order to secure funding for this project, he will be seeking several more. The Clerk is also in the process of completing the paperwork in order to progress the funding needed, for what looks to be a fairly costly project. Cllr Howgill to report back at next PC meeting.

15 **Traffic Speed in Village**

Cllr Rees has sent letters out to several people within EDDC and PCC. A meeting will be arranged with Phillip Morgan for a SCARF assessment. Cllr Rees and Game to meet with Phillip Morgan after lock-down situation alleviated, to agree site for digital speed count device.

16 **Redesign of Website**

The Chair proposed going ahead with the redesign of BPC Website at a cost of £735 for coders fees, this was seconded by Cllr Game. Cllr Ledward (Contractor for website), Cllr Game (agreed to act as Project Manager) along with the Clerk, will be reporting back to the Council with adhoc progress reports. A switch-over of Websites is hoped for sometime in April.

17 **Climate Agenda**

Plan is to complete small, low cost projects that engage with the community, improve the climate and develop our credentials in this area. The Chair was very enthused about a model developed by Exeter University and The Centre of Sustainability, that will enable parish comparisons to be made and prove a useful tool in gaining leverage for climate action/funds. PC colleagues in the Blackdown Hills are engaging with the University, to help gain an understanding of start points in measuring/improving emissions. The Chair will share the data from this meeting in due course.

18 **Report on Meeting with M.P.'s**

The Chair reported on the BHPN (Blackdown Hills Parish Network) meeting with MP's Rebecca Powell and Neil Parish (Marcus Fish was absent). Great uncertainty for farmers with changes in the Agricultural policy and introduction of ELM's. Also discussed Broadband and it transpires the MP's are relatively powerless in progressing this. Airband have been re-contracted for our area and will be providing 'Fibre' to the premises - something they've not done before... Finally discussed transport and interest is dwindling in bus transport for the Blackdown Hills. There was more concern over large vehicles using Satnav and consequent problems arising.

19 **AONB**

Chair had attached the Business Plan, but due to its size, left this item as 'noted'.

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20 Neighbourhood Plan

Chair stated from outset that trustees of the CLT should know that no criticism is intended. Regarding CLT Minutes, the Chair has requested either a redaction or a more congenial re-wording of a section that he felt inappropriate.

He reassured CLT members that he was pressing on with the NP and there were reasons for the delay, but these had little or no consequence to the progress of the CLT and they had been directly assured of this by the EDDC.

21 AOB

(i) Facebook

Cllr Game recommended Facebook to reach more parishioners as it notifies users of new posts, as opposed to websites, that rely on people to return. An old Facebook page for Broadhembury was started by Eva Shepherd who has since left the Parish and we are unable to obtain access. Cllr Ledward suggest we take over an existing Facebook page his neighbour just set up called 'Broadhembury Parish' and he would be happy for us to take it on. The Facebook page will then be linked to the new website. The Clerk will help Cllr Ledward in running the site.

(ii) Floods

Cllr Game mentioned drains with Storm Christoph coming and the need to keep drains and gullies clear. He pointed out problems with run off from fields and also where large vehicles have to pass each other. In addition Cllr Game has reported a BT manhole cover suffering from severe water erosion, on the road towards the Memorial Hall, but still awaiting response.

(iii) Dulford Speedwatch

Cllr Ledward updated on Dulford Speedwatch, but plans halted due to current lock-down.

Broadhembury Parish Council

BPC EXTRAORDINARY MEETING

Platform: ZOOM

1st FEBRUARY 2021 - 7.30pm

MINUTES

PRESENT: Cllrs. B. Nelson (Chairman), Mrs E. Bradshaw (Deputy), V. Game, N. Howgill, C. Ledward, A. Powell, Mrs D. Rees, R. Dunford-Brown, Mrs J. Henderson (Clerk).

Also present were 4 BNCLT members, including landowner of proposed site and Cllr Philip Skinner (EDDC), plus 11 members of the public.

Apologies: Dan Wicks

AGENDA

- 1 Minutes of the last planning meeting** on the 18th December 2020 were signed correct.
Proposed Cllr Bradshaw, seconded Cllr Howgill
- 2 Application for planning permission/listed building consent:**
Planning in Principle application: 21/0117/PIP
Location: Sunnyside, Broadhembury
Land Use: 4 dwellings
Type of Development: Affordable housing

The Chair took a moment to explain the workings of a PiP application and how a PC would have more influence than normal, being a community development. There will also be a second opportunity to hold a planning meeting on the detail and substantive issues. This would be required to take place within 3 years of PiP being granted.

Steve Chipperfield, Chair of BNCLT, was then invited by the Chair to outline the latter stages of events and thinking behind the lodging of a PiP with EDDC.

The Chair (BNCLT) explained that consultations were limited due to time constraints and swift action was essential in order to avoid the possibility of Commercial Developers moving in. A PiP only establishes a site might be considered suitable for a full planning application and allows the BNCLT much needed breathing space to consider other options. In consultation with EDDC, of various sites under consideration, Sunnyside was favoured. However, the BNCLT has not committed solely to this site. Should the PiP be approved, that would be the time for extensive consultations on how to drive things forward, with support and approval from the community.

A number of objections communicated to the BNCLT via email/letters, were acknowledged and assurances given that at the next BNCLT meeting (later this week) these would be addressed and individuals would be contacted with responses to points raised.

Lastly the Chair of BNCLT urged everyone not to discard the PiP out of hand, due to potential consequences outlined earlier and to allow the trustees to explore further options and consult with the community in due course.

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The Chair (PC) thanked BNCLT and asked for any questions, with responses as follows:

If the PiP site were changed for another, then the application would have to be withdrawn and a new application submitted. PiP is not a blanket approval.

Of the various sites, the one chosen was favoured due to its proximity to services.

Broadhembury Estate is not in a position to offer an alternative site that meets the EDDC criteria, as everything else is in the Conservation area.

Having a fifth house as a Commercial property to help fund the other four, was considered but discounted as a last resort. Having gifted land at Sunnyside, offers leverage and equity to borrow.

If the PiP is passed, then the various legal protections would be sought to ensure the site is not exploited to the detriment of the village and its community.

Cllr Skinner (EDDC) commented on the technicalities of the question whether EDDC would approve a PiP, if BPC were not behind it. He said affordable housing is driven by the community, along with the PC and would therefore be rather odd for EDDC to be fighting against it. He pointed out the Housing Needs Survey would define and backup the requirements.

This application would reduce the risk of a commercial development in the village and allow three years to complete the technical papers of a full planning application.

The belief is this three year period would offer protection from other developers pursuing sites within the Parish, so long as there is proven activity.

Due to speed of application, more time for consultation was requested by some villagers.

The Chair proposed we adjourn without taking a vote He asked the applicants (BNCLT) to produce a written response to questions raised. This response would be considered when the meeting reconvened.

Broadhembury Parish Council

RECONVENED PC MEETING Platform: ZOOM 8th FEBRUARY 2021 - 7.30pm

PRESENT: Cllrs. B. Nelson (Chairman), Mrs E. Bradshaw (Deputy), V. Game, N. Howgill, D. Wicks, A. Powell, Mrs D. Rees, R. Dunford-Brown, Mrs J. Henderson (Clerk).

Also present were 4 BNCLT members, including landowner of proposed site and Cllr Philip Skinner (EDDC), plus 14 members of the public.

Apologies: Cllr C. Ledward

AGENDA

1 Minutes of the last meeting

To be continued for this 'Adjourned Extraordinary Meeting' and presented in combined format for approval at the next full PC meeting.

2 Application for planning permission/listed building consent:

Discussion of any supplementaries to BNCLT Q&A's and taking of the Vote.

Chair thanked the BNCLT for producing list of Q&A's (see attached) and went on to address additional questions he'd received from various parish members.

(Qi) Why did you ask the question of 'affordable housing need & why delay in publishing?'

(Ai) Previous Housing Needs Survey had expired and PC needed to take the initiative in order to meet the speculative requirement of affordable housing for locals. The new Housing Needs Survey results showed a need for 4 affordable houses, which was discussed, minuted and published on the website - 4th Nov. 2020.

(Apologies for delay in web publication of full Housing Needs Survey).

(Qii) Does the Drewe Estate own the CLT?

(Aii) No. The community owns the CLT (currently 100+ members). See BNCLT website for full rules and regs. once up and running.

(Qiii) How much has this cost so far?

(Aiii) PC received grants for legal work in setting up CLT (approx. £6k due to PC determination to protect unique architectural character/heritage of parish within legal framework).

(Qiv) Why the rush?

(Aiv) Planning in Principle is a new procedure with basic requirements ie: no plans, drawings, studies etc., and short time-scales, which in turn reduce costs for the applicant. The Chair had already negotiated an additional week with EDDC, giving BNCLT more time to address the community's questions, but a vote will be taken at the end of the meeting.

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The Chair asked for any supplementaries:

(Qv) Had any Cllr and/or EDDC rep., physically checked the proposed site?

(Av) Not visited as a group due to pandemic and not legally required. However, the Chair had inspected the site.

(Qvi) Any other sites considered?

(Avi) Of the 21 sites originally considered, guidance from EDDC helped the BNCLT whittle this down to the only favourable site proposed today.

*(Qvii) Was EDDC informed of all sites and did they consider any other options of land. Has the Drewe Estate withdrawn their previous offer of land to the PC (PC Mins. Jan 2016) a site - *SHLAA 131 - for 3 affordable dwellings?*

(Avii) This site was rejected by the PC at the time, so not up for reconsideration.

(Qviii) If PiP granted, then site abandoned, what happens to PiP?

(Aviii) Being similar to an outline planning application, a PiP would have a time limit of 3 years and if abandoned/inaction by CLT, the PiP would expire.

(Qix) Previous Memorial Hall site was for more housing, so was this taken into consideration when filtering down possible sites?

(Aix) Yes was accounted for, but still came out bottom of the EDDC(**HELAA)/BNCLT criteria list. The combined criteria info. will be published by BNCLT in due course.

(Qx) To what extent do the CLT Trustees feel they represent the members?

(Ax) None of the Trustees know for sure. A new CLT survey has gone out, but results won't be known until Friday (12th). Inappropriate to make assumptions.

(Qxi) Can the PiP be paused or restarted?

(Axi) The concern is regarding a major developer coming in and doing something on a much larger scale. The PiP is a safeguard against this, and gives 3 years to explore options.

(Qxii) Why can't the PiP be withdrawn then resubmitted after the results of the consultation survey are known?

(Axii) CLT would not want to delay PiP due to how this would be perceived by the EDDC and may damage their working relationship. Due to the protection PiP offers, don't see the logic in taking this action.

(Statement 1) EDDC partially funded and helped set-up BNCLT, so surely any developer coming in within next 12 weeks would not be favoured by EDDC over CLT. Also expect results of CLT survey may be low in number due to lack of anonymity option.

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(Statement 2) PiP has real implications for those living near the site, in terms of peace of mind, but also house price impact.

(Statement 3) If, as the CLT have said, there is no alternative to this proposed site and the PiP gets approved, the CLT will be applying for full planning. This is too short a notice, for something with such great implications to house-holders.

(Statement 4) Don't feel there is a choice, as can only consider this site.

(Qxiii) Is it not better for the CLT to withdraw the PiP for a couple of weeks, than have the PiP rejected by PC?

(Axiii) This option has been discussed. Probably haven't made clear, but with results from survey and what the CLT have listened to thus far, they intend to come up with options. So not just a take or leave it situation. Can't share options yet as info. not put together yet.

*(Qxiv) After 2016 plan was aborted no developer jumped in the (*SHLAA site) so why do the CLT think someone will jump in now?*

(Axiv) Developer threat is greater, as they would build more than the 4 needed. EDDC have invited landowners to register sites for potential development (**HELAA - done once every five years). A standing application will prevent others coming in. If CLT withdraw or EDDC turn it down, theoretically other landowners can then step in. CLT very fortunate in having a gifted site, as they don't have to offset the cost of purchasing land with a commercial build. This is a desirable parish for a developer hence the need for a CLT to safeguard parish interests.

(Qxv) Can the PiP application be altered/re-orientate?

(Axv) The PiP would require a separate application for any alteration of location of plot.

(Qxvi) Feel elevation of site is not suitable?

(Axvi) If not suitable, it will be rejected by EDDC.

THE VOTE:

The Chair invited Cllrs to discuss the Vote, allowing others at the meeting to remain present.

Cllr Game: Felt this had been rushed through and would prefer the PiP to be withdrawn. He could not be certain a positive vote would be in the interest of the community, due to lack of consultation of CLT members.

Cllr Howgill: Agrees there is a need for affordable housing and it's always going to be a tough decision as to where the site should be. Not enough transparency and openness due to speed of PiP and distrust of CLT with a lack of consultations with members and parish.

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Cllr Bradshaw: Would like to see PiP delayed until CLT have website up with rules, regs, policies visible for all. They need to have a meeting with members first and a flow of information to members is required.

Cllr Rees: Agrees - lack of transparency. If voted through this would send a wrong message that the PC's prepared to act without being in possession of all information. Suggests vote adjourned and CLT provides missing info and carries out required consultations first.

Cllr Dunford-Brown: Also agrees - transparency and openness issues. Planning always contentious. Considers it harsh to vote through the PiP without proper consultations. Also thinks the CLT should be offered the opportunity to withdraw the PiP prior to a vote.

Cllr Powell: Didn't feel they had the community on board and this was essential. There are genuine concerns for those householders directly involved and CLT message not put across well enough.

Cllr Game: Asked if CLT could have additional day or two, in order to put to their members the option of withdrawing the PiP for now?

The Chair asked the BNCLT Chair if he would like to reconsider withdrawing the PiP, but he declined this option.

The Chair asked for Cllrs to vote.

VOTE:

IN FAVOUR: None
AGAINST: Cllr Game, Cllr Wicks, Cllr Dunford-Brown
ABSTAIN: Cllr Rees, Cllr Bradshaw, Cllr Howgill

RESULT: Planning in Principle application: 21/0117/PIP not supported.

(As PC nominated Trustee for CLT, Cllr Powell did not take a vote, neither did the Chair.)

The Chair thanked everyone and brought the meeting to a close.

*SHLAA - Strategic Housing Land Availability Assessment

**HELAA - Housing & Economic Availability Assessment

Meeting adjourned: 8.38pm

Broadhembury Parish Council

ITEM 6: CORRESPONDENCE - BNCLT

Emails between Broadhembury Parish Council and Broadhembury Neighbourhood Community Land Trust

On 23 February 2021 at 19:26 Bob Nelson chairman@broadhembury-pc.gov.uk

Steve, I am getting a lot of comments wondering why you are doing a series of Zoom Member meetings rather than one choreographed Zoom Members meeting (questions in advance/ real time polling / virtual break out sub groups / etc). It is likely that you won't be able to hold a proper Members meeting until May at the earliest.

I can see that a series of virtual discussions will help you connect with Members but a full Members meeting would convey legitimacy (because you would be elected) engage with the community (by letting all Members hear each other etc), and maybe 'press' new Trustees into service.

Rule 8.17 permits you to hold a virtual meeting. In fact you are at risk of Members forcing you to call a meeting (Rule 8.4 allows for this)which would be embarrassing if your inaugural meeting was the result of coercion.

Just a thought: if you are unwilling to run a full virtual meeting, why don't you announce now the date of your proper meeting in say May, to head of claims from disenfranchised Members?

Bob Nelson
broadhembury-pc.gov.uk

On 26 Feb 2021, at 14:31, Steve Chipperfield

Bob

I mentioned that we would put your comments before the BNCLT board at our Trustees meeting on Wednesday evening and here is the feedback:

1. We have both (BPC and BNCLT) acknowledged there is a need to ensure better understanding in the community that BPC and BNCLT are autonomous organisations, albeit with complementary goals and a desire to act co-operatively where possible.

The Trustees were concerned that in discussing with third parties issues such as the arrangements and timing for our Zoom meetings and whether there should be one or many meetings hardly feels like making the required distinction between who is running which organisation.

2. We are further concerned that you did not simply refer the callers/ complainants directly to BNCLT which would clearly be the appropriate thing to do. We would not dream of seeking to field any comments or enquiries on BPC conduct, on behalf of BPC. We would simply state this is not our remit and enquiries should properly be raised with the BPC Chairman or a BPC Councillor.

3. I checked with the Trustees on Wednesday as to how many comments we have received from Members (or other community residents) concerned about the issues that are apparently raising so much steam amongst those who have contacted you. The answer was 'none'. By failing to refer to us those registering 'lots of comments' you have left BNCLT unaware of who has a problem, what it is and how we might have engaged with them to listen to their concerns and provide reassurances. Perhaps it is not too late to suggest this to them now: c/o Sara Clarke.

The upshot all of the above, Bob is that BNCLT politely requests the Chairman of BPC to respect the boundaries between the organisations where matters of operational judgement and policy are concerned and to in all circumstances avoid acting as some kind of representative. We would be grateful if you could please provide us with some reassurance that you will simply advise those contacting you on BNCLT matters to contact the BNCLT Secretary in the future?

Steve

Steve Chipperfield
Chair
Broadhembury Neighbourhood Community Land Trust

Broadhembury Parish Council

On 01 March 2021 at 15:20 Bob Nelson chairman@broadhembury-pc.gov.uk

Steve, thank you for your reply.

You raise three important issues of principle: separation between the responsibilities of the Parish Council and BN-CLT, the duty to refer comments from parishioners to you if they are about you and your belief that we have acted as 'some kind of representative' of the CLT's views in discussion with others.

These are serious allegations and I propose to discuss them in public at our PC meeting this month when we will decide how to respond. You also asked for an assurance about our behaviour in future and we shall address that request then.

Thanks again for responding to my suggestion in my E mail of 23rd Feb

Yours, Bob

Bob Nelson

broadhembury-pc.gov.uk

From: On 2 March 2021 at 10:07:34 Steve Chipperfield

Bob

Thank you for your reply.

On the second point, you appear to have inverted my request (the words 'have a duty to' did not appear in my text) that you refer callers raising BNCLT issues with you to take them up with the BNCLT Secretary. If you would care to re-read the text you will also note that I did not ask you to refer their comments to us. For obvious reasons, I would not ask for their comments – and indeed pointed out to you that their comments were lost to us, since you had not proposed that the callers contact us.

I also asked 'the Chairman of BPC' to avoid acting as some kind of representative. There was no 'we' (implying the Parish Council as a whole) in the email I sent. I'm afraid I felt obliged to address this point to you individually.

You are of course welcome and perhaps obliged to raise these matters at the next BPC meeting but it is important that you present the facts accurately. On re-reading my email to you the intent and the details are crystal clear. I'm therefore not sure how the misinterpretations in the email I am replying to can have arisen.

Steve

Steve Chipperfield

Chair

Broadhembury Neighbourhood Community Land Trust

Application by Broadhembury Parish Council Requesting East Devon District Council to Conduct a Governance Review

Preamble

Broadhembury Parish Council seeks to increase the legal number of its elected Parish Councillors. We request EDDC to conduct a review under the terms set out in the Local Government and Public Involvement in Health Act 2007 [S.82] referred to as ‘the Act’ in this application. The reasons for this request are set out below.

This request was endorsed in principle at a public meeting of Broadhembury Parish Council on 17th November 2020 and minuted under item 10.([www.broadhembury-pc.gov.uk/meeting minutes](http://www.broadhembury-pc.gov.uk/meeting%20minutes)). The detailed application set out in this document was approved at a public meeting of BPC on 16th March 2021 (minute item 12 refers see draft minutes on web site referenced above.)

Statutory Framework

East Devon District Council as the ‘principle council’ under the Act has the power to conduct a governance review and implement its findings or instruct a lower Authority to do so. The principle authority is duty bound to ensure that any review reflects the identities and interests of the local community under review.(for example dispersed communities) and that the outcome is effective in terms of good governance. This legal process is more typically used to change electoral boundaries, and merge or dissolve LA’s.

The Local Government Act (1972) specifies that each Parish Council should have a minimum of 5 Councillors. [LGA (1972),16.(1)]. There is no maximum number specified. In practice, research conducted almost thirty years ago found that a typical Parish Council of 500-2000 electors had between 6 and 12 Parish Councillors. Population size, distribution, and the geography of each community should determine the number of Parish Councillors. All are relevant factors for effectiveness which is a key consideration.

BASIS OF THE APPLICATION:

Broadhembury Parish Council seeks to increase the number of its elected Parish Councillors from 9 to 12 for the following reasons:

- the Parish is a dispersed community comprising the village of Broadhembury and four unique hamlets of Kerswell, Luton, Dulford and Colliton. Effective representation is therefore difficult to ensure. There is clear open countryside between habitations. In two hamlets broadband access is very poor.
- The Parish Council has successfully encouraged younger people to stand for election and parishioners from more remote communities to come forward .
- Typically Parish Councils have a large percentage of older, retired Councillors who naturally have more time to give. Of the nine elected Parish Councillors, Broadhembury PC currently has five

Councillors in full-time employment, some with young families. Our strategy to widen the involvement of younger people has been successful and will continue.

- the Parish Council cannot resource or respond to all legitimate requests for action, representation or support on some critical issues. There is one Proper Officer who is employed for 230 hours per ann. . The resourcing requirements of Highways, the Police and Crime Commissioner, membership of the AONB, liaison with a Residents Association, Trusteeship of the Community Land Trust, administration of a 'poor fund', administration of the EV charge points and running the web site, are all extra demands to a traditional PC agenda of the kind typical of 30 years ago. By way of example the Chairman received 580 E mails in the month of January 2021 alone. In the thirty years since evidence of PC size was last researched the nature and volume of work has fundamentally changed.
- the PC receives over fifty requests per annum from higher Local Authorities and government agencies for information, responses to consultation and advice and information for wider communication
- The implications of 'open government' are onerous. In addition to running a web site, Facebook pages and Twitter feed, the PC also produces a newsletter which goes to 150 recipients. In the last year all meetings have been via the Zoom platform and the frequency of newsletters has been increased. The PC accepted a responsibility, suggested by a parishioner to set up and monitor a network of people who can provide help to elderly people having difficulty coping with lock down. This would have worked more effectively with Parish Cllrs more dispersed in the hamlets.
- For the year 2020-2021 the Precept amounted to £8300 approx. and the number of people on the Electoral Roll is 580. For the last five years the Precept has been supplemented by an average of £12000 per annum by way of grants for specific projects. Applications for grants require more detailed audit trails, tracking and expenditure reporting which is labour intensive and time-consuming but grants enable projects which the community regards as important .

Conclusion

In recent years Broadhembury Parish Council has not found it difficult to attract candidates to serve as Councillors. For effective governance and balanced representation we request EDDC to increase the number of elected Councillors from 9 to 12.

Subject to EDDC granting this request the BPC will immediately advertise the vacancies.

Chairman Broadhembury Parish Council (chairman@broadhembury-pc.gov.uk)

Approved by Council resolution on: at :

Clerk Broadhembury Parish Council. (clerk@broadhembury-pc.gov.uk Date.

BROADHEMBURY PARISH COUNCIL

REGISTER OF ONLINE BANKING PAYMENTS

PERIOD: 14/12/2020 - 01/03/2021

For Retrospective Approval: at Parish Council Meeting on 16th March, 2021 via Zoom

ONLINE PAYMENTS MADE THROUGH BPC CURRENT ACCOUNT (NATWEST)

DATE ONLINE	DATE OF INVOICE	INVOICE NO.	PAYEE	DESCRIPTION	VAT	TOTAL	£100 + NETT (Y/N)
14/12/20	N/A	N/A	A. MCARDLE	REIMBURSEMENT FOR ZOOM OCT-DEC 2020 *	0.00	43.17	N
6/1/21	04/12/2020	2487	DALC	ONLINE TRAINING FOR CLERK - FINANCE COURSE	6.00	35.00	N
6/1/21	30/12/20	3436	D. DOWNING	PAYROLL	0.00	25.00	N
6/1/21	N/A	N/A	CLERK	SALARY (DEC)	0.00	223.95	Y
1/2/21	13/01/2021	7599	COM HEARTBEAT	BATTERY	47.00	282.00	Y
1/2/21	25/01/2021	3460	D. DOWNING	PAYROLL	0.00	25.00	N
1/2/21	N/A	N/A	CLERK	SALARY (JAN)	0.00	223.95	Y
1/3/21	N/A	N/A	A. POWELL	REIMBURSEMENT FOR PLANTS & GRASS SEED **	0.00	86.68	N
1/3/21	24/02/2021	3486	D. DOWNING	PAYROLL	0.00	25.00	N
1/3/21	26/02/2021	N/A	CLERK	SALARY (FEB)	0.00	223.95	Y
TOTAL					53.00	1193.7	

* REIMBURSEMENT TO A. MCARDLE (EX CLLR) WERE FOR D/D PAYMENTS FOR ZOOM FACILITY COVERING THE PERIOD OCT - DEC 2020

** REIMBURSEMENT TO A. POWELL (CLLR) WERE FOR MOLE VALLEY RECEIPT 2CU/631897 DATED: 25/01/21 LAWN SEED £13.99 AND HEDGE NURSERY RECEIPT M9-1900055790 DATED 18/01/21 SILVER BIRCH, BAMBOO CANES, SPIRAL TREE GUARDS £72.69