

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 20 July 2015 @ 7.00pm

Present: Cllrs P Bricknell, R Bartlett, J Burgess, B Jones, G Jung, Mrs C McGauley, J Pyne & T Pattison. Mrs S Elliott & Mr P King (Woodbury Salterton & Exton Tree Wardens respectively)

Also present: Mrs B Price (Clerk)

15/EAC077 ELECTION OF CHAIRMAN: Cllr Mrs McGauley was nominated and elected to serve as Chairman on this committee (P/S: Burgess/Pyne – AIF)

15/EAC078 MINUTES: The minutes of the Estates & Assets meeting held on 2 February 2015 were received and confirmed as an accurate record (P/S: Pattison/Bricknell - AIF)

15/EAC079 APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllr G Murrin: Mr J Treasaden & Mr P King (Woodbury & Exton Tree Wardens respectively): Mrs A Eyres, Mr R Gittings & Mrs N Southard (Woodbury, Exton & Woodbury Salterton play area Wardens respectively): Mr T Frampton & Mrs J Green (P3 Wardens)

15/EAC080 DECLARATIONS OF INTEREST: Declarations of personal and/or prejudicial interest were received as follows. Members declaring prejudicial interests left the room and took no part in the discussions or votes:
None

15/EAC081 MAINTENANCE AND MANGEMENT OF SPECIFIC AREAS requiring update, discussion and decisions, as follows:

WOODBURY SALTERTON

A. Play Area: Cllrs Bricknell & Jung advised that the new shelter has been installed but it has not been treated so they will ask the manufacturer for their recommendations. It will require some form of seating and it was agreed that they would get quotes and email the committee members for their agreement as there are still funds in the budget to cover. The turf from the area of the base of the shelter has been put under the swings but more will be required. The Clerk advised that the litter bin is in hand. A proposed sign was discussed and it was agreed that providing the price for two was under £150 it should be ordered (P/S: Bricknell/Jung – AIF). The tree in memory of Mike Rowley was planted by his relatives but unfortunately it has been buried too deep and may not prosper. Cllr Bricknell will try and dig out some of the earth to give it a chance.

B. Sundry hedging Works: There have been various complaints regarding overgrown hedging on PC property recently. It was agreed that the areas should be added to the hedging contract

C. New Way Corner: Mrs Elliott reported that the Cherry tree on this site is partially dead and has declined since the spring. It is a large tree which has flowered every year and has been a valuable feature of the locality. One of the trees on the Plantation may also require some work and it was agreed that Mrs Elliott will look at them and Graham Joyce will then be asked for his professional opinion on any trees that she considers warrant it.

D. Trees, hedges & grass verges:

i Bonds Lane Corner: Mrs Elliott reported that this area has only been cut once this season and the grass is swamping the trees. It was agreed that it should be added to the cutting list.

WOODBURY

A. Woodbury Village Green: It was agreed that two signs, similar in wording to those of Woodbury Salterton play area, be commissioned. Cllr Bricknell will liaise with Stalite Signs

i Repair/replacement of the electric box: The Clerk advised that she had received one quotation for £950. It was agreed that she would ask two further Contractors for a price and accept the lowest tender, maximum £950 (P/S: Jung/Bricknell – AIF)

ii Repair of fencing on west boundary of play area: It was agreed that the Clerk would obtain three quotations and bring them to the September meeting.

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 20 July 2015 @ 7.00pm

15/EAC081 **MAINTENANCE AND MANGEMENT OF SPECIFIC AREAS requiring update, discussion and decisions, as follows: (cont)**

WOODBURY (cont)

B. Car Park and Public Conveniences: To discuss and agree the following:

i The Village Hall committee has requested that the boundary between the Hall and the toilets be changed to allow the Village Hall to make an access for disabled persons through the Dubuisson Room. This will involve removal of the hedge and breeze block wall and the reinstatement of the pathway in concrete (the latter at VH expense) (app A). The committee had visited the site prior to the meeting and after some considerable discussion it was agreed that The Trustees could be allowed to take down the wall and hedge, do the concreting works and have access over our land but all expense would have to be met by them, save for a donation of £250 from the PC. They could also apply for funds from the Community Grant Fund. It was felt that the terms of the transfer of the land from EDDC to the PC would preclude offering any sort of lease or of selling or gifting any part of the area although the Clerk will look into this for future reference.

ii The installation of automatic locking and light timers which will save money on electricity and give protection from vandalism at night was discussed and it was agreed that this would be a good idea although maintenance of the locking system should be considered. One quote had been received from Bagwells in the sum of £1450 and it was agreed that this should be accepted provided a cheaper quote could not be obtained (P/S: Bricknell/Jung – AIF)

iii The management of the car park, including what measures should be taken to stop long term parking in the car park (such as SORN vehicles) and using of the car park for storage of items such as jet skis was discussed. The Clerk advised that EDDC have a Parking Permit Order (PPO) which covers all their car parks and is used to manage illegal parking in their car parks. It would appear that unless the PC has its own PPO, it is powerless to stop vehicles being left for longer than 23 hours out of 24 or the parking of jet skis. It was agreed that PCSO Donna Baker should be asked to have a word with the owners of the SORN vehicles and the jet skis. The Clerk will look into the costs involved in setting up a PPO but this would still have to be policed. Cllr Jung will look into what other parishes do.

C. Cricket Field: Bank at bottom of field: Cllr Bricknell advised that the hedge on either side is growing well and that he would plant some whips when the weather is more suitable.

D. Pond Area: The future maintenance of this site which has regressed to its original state was discussed. Mrs Elliott reported her dismay that all the hard work that had been put into it had been for nothing and expressed concern regarding the safety aspect of ponds that could not easily be seen due to the overgrown condition of the area. It was agreed with some regret that the area should be fenced from a safety point of view and the Clerk was asked to obtain three quotations to fence using round posts and pig netting. Clinton Devon Estates should be informed as it is their land and a note put into the Woodbury News so that everyone is aware.

E. Dog/litter Binds: The funding of a dog bin at the top of Couches Lane and a litter bin at the junction of Fulford Way/Broadway was discussed and it was agreed that the Clerk would cost it and it could be added to the budget for 2016/17.

EXTON

A. Play Area: Cllr Pattison advised that the gates are being looked at by the contractor who installed them to ensure they are fit for purpose. The swings should be closed down after the summer holidays and new ones installed and he is investigating with Sulina Tallack later this week to see how much Section 106 money there is available for Exton. There might be funding from elsewhere as the area is used so extensively by non-locals who use the cycle track.

B. Porters Lane: A quotation was received in the sum of £90 plus VAT to cut the grass verges at this location on a one-off basis. Although the quotation came from a Councillor which is not ideal, the cost is very cheap for the amount of work to be done, really only covering expenses. However, in order to protect Cllr Atkins it was agreed that a quotation should be requested from Plandscape. The Clerk was instructed to authorise expenditure up to £90 (P/S: McGauley/Pattison – AIF)

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 20 July 2015 @ 7.00pm

C. Bus shelter: The funding of a replacement bus shelter at the northern end of Exton was discussed at the current one is old and not user-friendly. It is well used by older residents and there is no seat or window which makes waiting for a bus difficult. It was suggested that the Festival Committee might be prepared to make a donation. Cllr Pattison will get three quotes and approach them.

15/EAC082 GENERAL ITEMS COVERING ALL THREE WARDS requiring update, discussion and decisions, as follows:

A. Tree Wardens: Mrs Elliott had nothing to report that was not covered elsewhere on the agenda.

B. P3 Wardens: There were no P3 Wardens present but Mrs Elliott reported that the path between Bonds Lane and Parsonage Way has a dropped gate which is difficult to negotiate and the handrail on the bridge over the culvert is loose and probably rotten. The path between Bonds Lane and Postlake is very overgrown in summer and too wet in winter but she doesn't know what can be done about it. The footpath at Higher Pilehayes is practically impassable. The Clerk will pass on the concerns to the P3 wardens.

C. Play Area Wardens: There were no Play Area Wardens present. Cllr Pattison expressed concern that the condition of the swings in Exton had not been reported.

D. Grass Cutting contract: After some discussion it was agreed that the following areas should be added to the contract:

- i. Area around bus shelter in Exton
- ii Two verges at either end of Park Way, Woodbury
- iii Bonds Lane corner, WS
- iv Exton Lane
- v V shaped verge at the top of Exton Lane
- vi Pound Cross, W
- vii Both sides of Orchard Close at junction of Town Lane
- viii Layby on Broadway outside David Keep's house
- ix Area by seat in Fulford Way

E. Hedge Cutting contract: The paperwork for the hedge cutting contract (app B) was discussed and agreed (P/S: Jones/Jung – AIF). The date of the works to be changed to between September and November. Clerk to attempt to ascertain the ownership of the bank at the top end of the WS allotments (Tim Smith might be able to help).

F. Ditching and drainage: Cllr Mrs McGauley will walk the Cricket Field and Cllr Bricknell will investigate the Bonds Lane ditch and both will report back to the September meeting.

G. Handyman/Asset Repairs & Maintenance: The Clerk advised that the new Handyman was a great improvement on the first one. All committee members will send her a list of work to be done.

15/EAC083 DATE OF NEXT MEETING: The date of the next meeting was confirmed as Monday 21 September 2015 at 7.30pm at which time figures will be considered in preparation for the budget and precept.

There being no further business the meeting closed at 9.35pm

Signed

Date: