

WOODBURY PARISH COUNCIL MEETING

14th MARCH 2016

Dear Councillor

9 March 2016

You are hereby required to attend a meeting of the above named Council to be held in the Church Rooms, Woodbury, on **Monday 14 March 2016 at 7.30pm.** The business to be transacted at the Meeting is set out below. Members of the Public are welcome to attend this meeting

.....
Mrs Mandy Westlake
Clerk to the Council

A G E N D A

PUBLIC SPEAKING (Time limited to 15 minutes): To allow members of the public present to address the Parish Council. Individual contributions will be limited to 3 minutes. Any questions put to the Council must be put through the Chairman who has the right and discretion to control speaking time to avoid disruption and repetition and to make best use of the meeting time.

1. **MINUTES:** To receive and confirm as a correct record, the Minutes of the proceedings of the Parish Council meeting held on 22 February 2016.
2. **APOLOGIES FOR ABSENCE:** To receive any apologies for absence.
3. **DECLARATIONS OF INTEREST:** To receive any declarations of interest in any part of these proceedings. Members and co-opted Members are reminded of their obligation to declare the existence and nature of any disclosable pecuniary interests they may have in any items to be considered at this meeting (under the Localism Act 2011 this means the interests of their spouse, civil partner or a person with whom they are living as husband and wife or a person with whom they are living as if they are civil partners) and to withdraw before any discussion takes place. Personal interests must also be disclosed. The nature of disclosable pecuniary interests must be stated and included in the minute.
4. **ACCOUNTS & FINANCES:**
 - a. To consider the current schedule of expenditure for authorisation at this meeting (**App A**) and to receive the income report for the month of February 2016
 - b. To discuss and confirm the appointment of David Hinchliffe as Internal Auditor for the 2016/17 accounts at a cost of £220.
5. **CHAIRMAN'S REPORT:** To receive a report by the Chairman.
6. **DECLARATIONS BY DISTRICT COUNCILLORS:** To receive declarations by any Parish Councillors who are also District Councillors, regarding their participation in any debate or vote relating to planning applications.

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7. **PLANNING:** Planning applications to be considered at this meeting as follows:

WOODBURY

15/2466/FUL **Castle Brake Holiday Park EX5 1HA** – Extension of existing holiday park for use of land by touring caravans and tents, including construction of gravel roads and hardstanding (retrospective application)

15/2467/FUL **Castle Brake Holiday Park EX5 1HA** – Change of use of land for the siting of 15 no. static caravans

WOODBURY SALTERTON

16/0291/FUL **Land between Unit 8C and Unit 8E Mill Park Industrial Estate EX5 1EL** – Construction of a workshop (use Class B1C)

EXTON

16/0095/LBC **Nutwell Lodge, Exmouth Road, Lymstone EX8 5AJ** - Internal alterations to public house trading areas including removal of non-original internal doors, removal of internal wall currently forming dividing wall between carvery decks and kitchen access corridor, forming of new doorway into trade kitchen to provide separate in and out doors, form new internal lobby to rear exit including new landing area. Remove existing internal door to trade kitchen and infill opening. First Floor staff areas - remove existing door and frame to Team Room and infill opening. Form new opening into team room including new door and frame. New external 1/2 glazed doors to rear exit/entrance.

16/0222/ADV **Nutwell Lodge, Exmouth Road, EX8 5AJ** - Replacement of existing signage with illuminated and non-illuminated post and wall mounted signs

16/0350/LBC **Nutwell Lodge, Exmouth Road, EX8 5AJ** - Replacement of existing signage with illuminated and non-illuminated post and wall mounted signs

**** If any officials are present a brief adjournment will follow for reports to include the written Police report for February 2016**

8. **ANNUAL PARISH MEETING – 28 April 2016 – Woodbury Village Hall:** To discuss further the details of this meeting, including the speakers and to finalise the agenda (**App B**).

9. **NEIGHBOURHOOD PLAN:** To receive a verbal update from Cllr John Pyne representing the Steering Group.

10. **QUEEN'S 90th BIRTHDAY:** Update on the planned events in Woodbury and Exton, including a confirmed date. Funding towards the proposed Street Party in Woodbury Village has been requested and received from the County Council Locality Budget for 2015/2016.

To consider purchasing a Commemorative medal at a cost of £1.99 for each child aged between 0-12 years living in Woodbury Parish (**App C**).

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11. **COOMBE SOLAR FARM:** To consider how grant funding from Canadian Solar should be allocated in accordance with the signed Community Benefit Agreement (copy already circulated to all Councillors). To date the Parish Council has received £3,134 for the period 28th March 2015 to 26th August 2015, a further payment of £7,278 is due on 27th August 2016 and annually thereafter.
12. **PLAYING FIELDS ENTRANCE AT ORCHARD CLOSE, WOODBURY:** To consider a request from Woodbury Community Playing Fields Association to reinstate the small entrance to the playing fields from Orchard Close (next to Elmside) for safety reasons. Also, to consider planting up the Devon Bank area as the cut-throughs over the Bank may provide a dangerous access point to the road when children are leaving the playing field (**App D – map/photos**).
13. **ALLOTMENTS COMMUNAL SHED – WOODBURY SALTERTON:** To agree purchase of the Shed from a local supplier at a total cost of £1,535 before the end of the financial year. This will be partly funded by a £750 locality grant from the County Council. The Allotments Committee had previously agreed a spend of £1,000 at their most recent Meeting on 22nd February 2016.
14. **RATIFICATION OF COMMITTEE MINUTES:** To receive the draft minutes of the following committee meetings (previously read and approved by all relevant committee members) and to ratify any decisions contained therein (**App E**)
Estates and Assets – meeting date 29 February 2016
Allotments – meeting date 22 February 2016
NB: These decisions are for ratification and are not open for debate. Should any Member disagree with any of the decisions mentioned above he/she should vote against the ratification of that item, outlining his/her reasons for doing so. Should other Members also vote against the item and those votes result in the decision being revoked, the Staffing, Strategy & Policy Committee will be obliged to reconsider that item at their next meeting.
15. **COUNCILLORS' QUESTIONS:** **To allow topics & questions.** *Please note, no decisions may be made under this item, but matters may be discussed which involve no more than an exchange of information*