

**WOODBURY PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD IN THE CHURCH ROOMS, WOODBURY ON**  
**Monday 11 April 2016 @ 7.30pm**

**Present:** Cllrs Mrs C McGauley (Chair), D Atkins, B Jones, G Jung, R Mayo, G Murrin and J Pyne  
**Also present:** District Cllrs B Ingham & R Longhurst, Mrs M Westlake (Clerk), Mrs A Evens (Assistant to the Clerk) and 1 member of the public

**PUBLIC SPEAKING:**

The member of the public present did not wish to address the Meeting.

**15/298 MINUTES:** The Minutes of the proceedings of the Parish Council meeting held on 29 March 2016 were received and confirmed as an accurate record (P/S: Atkins/Jung - AIF).

**15/299 APOLOGIES FOR ABSENCE:** Apologies for absence were received from Cllrs R Bartlett, P Bricknell, J Burgess (other commitment), Mrs M Edwards (away), T Pattison and County Cllr B Hughes (other commitment).

**15/300 DECLARATIONS OF INTEREST:** Declarations of personal and/or prejudicial interest were recorded as follows. Councillors declaring prejudicial interests left the room and took no part in the discussions or votes (if appropriate).

**15/301 Cllr G Jung – recipient of payment**

**15/301 ACCOUNTS & FINANCES:**

- a. The schedule of expenditure (App A) was received and authorised and the income report for the month of March 2016 was received and accepted (P/S: Atkins/Murrin – AIF)
- b. The Annual governance statement 2015/16 of the Annual Return for the year ended 31 March 2016 relating to the External Audit for Grant Thornton (App B) was completed, agreed and accepted.

**15/302 CHAIRMAN'S REPORT:** The Chairman reported that the moveable Vehicle Activated sign was now in use and had been hugely successful when sited in Exton over the Easter period. Grateful thanks were to be conveyed to Cllr Tim Pattison for his hard work and perseverance to get the signs up and running. A photoshoot for publicity purposes was due to take place on 13 April with Officers present from the District and County Councils.

**15/303 DECLARATIONS BY DISTRICT COUNCILLORS:** It was formally noted that the participation of Cllr Jung (who is also a Member of East Devon District Council) in both the debates and subsequent votes was on the basis that the views expressed were his preliminary views taking account of the information presently available to the Parish Council. He reserved his final views on the applications until he was in full possession of all the relevant arguments, both for and against them.

**15/304 PLANNING:**

*The following applications were discussed and the responses agreed as follows:*

**EXTON**

**16/0671/FUL** Exton House, Exmouth Road EX3 0PZ – Erection of replacement porch, replacement of conservatory with garden room and construction of canopy over kitchen door.

**Response:** *Support (P/S: Murrin/Atkins – vote: AIF)*

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**EXTON (cont..)**

**16/0672/LBC Exton House, Exmouth Road EX3 0PZ – Removal and replacement of existing porch. Removal of existing conservatory and construction of new garden room. Modification of existing kitchen door and construction of canopy. Conversion of shared bathroom into en-suite bathroom. Replacement of defective windows.**

**Response:      *Support (P/S: Murrin/Atkins – vote: AIF)***

**\*\*\* A brief adjournment followed for reports from officials (7.50pm)**

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***Cllr Ingham gave a detailed update on the Devon & Somerset Devolution bid which was now on course to possibly go through by the end of December 2016. Cllr Ingham would continue to update the PC as the process progressed.***

***Cllr Longhurst reported that all existing road proposals in Devon i.e. requests for double yellow lines were now being submitted by DCC Highways in one large application. Discussions had taken place recently at the East Devon HATOC (Highways and Traffic Orders Committee).***

***Cllr Jung gave an update on Sages Lea and confirmed that the enquiry was not proceeding. He mentioned Community Land Trusts, rural diversification (Greendale) and advised that there were 2 appeals for recent planning applications at Hogsbrook Farm. In addition, there were 3 retrospective planning applications for Greendale Business Park. Councillors were disappointed to learn that the Greendale Liaison Group had been disbanded after 3 years and the Chairman requested that a letter be sent to County Cllr Channon voicing concerns and ask for a resolution if possible.***

***PCSO Donna Baker was not present but had forwarded the monthly Police report for March 2016 which was circulated at the Meeting and was noted.***

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**\*\*\* The meeting reconvened at 8.18pm**

**15/305 TREE PRESERVATION ORDER (FOR INFORMATION ONLY)**

**16/005/TPO – Land at and adjacent to Greendale Business Park, Woodbury Salterton EX5 1EW  
Notification received on 24<sup>th</sup> March 2016 from EDDC that a Tree Preservation Order has now been made in respect of the land detailed above within Woodbury Parish.**

***This was noted and Cllr Jung pointed out the area concerned on the overhead display.***

**15/306 PARISHES TOGETHER FUND - DITCHES AND DRAINAGE:**

A lengthy discussion took place to consider how funding could be allocated following the successful grant of £4,750 towards the submitted ditch and drainage project within all 3 villages. It was decided that the initial £2,562 applied for should be used for the initial essential ditch and drainage works summarised within the application. The extra £2,188 could be used for any remaining works and was to be decided at a later date. Three quotations for works would need to be sought from local contractors and reviewed at a future PC Meeting. Cllr Jung would investigate costings of a rain gauge recommended by the Environment Agency or some other form of early warning system. The grant offer form was then accepted and signed by the Chairman and Parish Clerk on behalf of the Council.

A further grant of £2,000 had been received from the Devon Community Resilience Forum and £250 from Devon Communities Together to cover set up costs and it was agreed that this total of £2,250 could be used by the Woodbury Salterton Resilience Group for the purchase of PPE (Personal Protective Equipment) and road warning signs (P/S: Atkins/Jung – AIF).

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**15/307 NEIGHBOURHOOD PLAN:** Cllr Pyne was present and advised that the next meeting of the Steering Group would be held on 12 April 2016 in the Church Rooms at 7pm. The draft submission of the Neighbourhood Plan would be considered at this meeting and a discussion as to the way forward. Cllr Pyne requested that the recent Housing Needs Survey Report be made available to the Group and this was accepted.

**15/308 HOUSING NEEDS SURVEY REPORT**

The comprehensive report produced in March 2016 was received and various points were made relating to affordable housing, suggestions as to where a development could be sited and interest in self-build. The report was then accepted and it was agreed to invite Janice Alexander from Devon Communities Together to a future PC Meeting to discuss the report findings and answer any resulting queries (P/S: Atkins/McGauley – AIF). In the meantime, the full report would be published on the new Parish Council website for information.

**15/309 CPRE DEVON 'OUR OUTDOORS' COMPETITION 2016 (FORMERLY THE BEST KEPT VILLAGE COMPETITION):**

A short discussion took place and the Parish Council decided not to enter the competition but instead to offer out to local Schools and Community Groups, including the Woodbury Garden Club. There are 3 categories and the closing date is 30 June 2016. To publicise, an advert would be placed in the next edition of the Woodbury News and details displayed in the Parish Office and noticeboards within each village.

**15/310 CHAIRMAN'S GARDEN PARTY – SUN 12<sup>th</sup> JUNE 2016**

The Chairman of EDDC, Councillor Stuart Hughes will be hosting a garden party at the Knowle during the afternoon of 12 June 2016 to celebrate HM Majesty The Queen's 90th birthday and a volunteer has been invited from Woodbury Parish as a way of thanking them for their contribution to the local community. After a brief discussion it was agreed to put forward Cyril Rowsell from Woodbury who had been the longstanding owner of the hardware shop which would sadly be closing in the next few weeks.

**15/311 COUNCILLORS' QUESTIONS:** *No decisions are made under this item, but matters may be discussed which involve no more than an exchange of information*

**Pyne** Asked about Cyril's shop and his imminent retirement. The Chairman confirmed that the shop was now up for lease.

**Mayo** Had been looking at the new Parish Council website [www.woodbury-pc.org.uk](http://www.woodbury-pc.org.uk) and noticed that some Councillor photographs needed retaking.

**Jung** Advised that EDDC had been collating all their assets and their intention was to offer areas to Parishes in the future for maintenance and upkeep. The path between New Way and Stony Lane in Woodbury Salterton was mentioned which appeared to be un-adopted. Cllr Jung would make enquiries.

*There being no further business, the meeting closed at 9.15pm.*

Signed .....  
(Presiding Chairman)

Date .....