

WOODBURY PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD IN THE CHURCH ROOMS, WOODBURY ON
9 May 2016 at 7.15pm

Present: Cllrs D Atkins, R Bartlett, Mrs C Bennett, P Bricknell, J Burgess, Mrs M Edwards, B Jones, G Jung (arrived at 7.48pm), R Mayo, Mrs C McGauley, G Murrin & J Pyne

Also present: Mrs M Westlake (Clerk), Mrs A Evens (Assistant to the Clerk) and 2 members of the public

16/001 ELECTION OF CHAIRMAN: Cllr Mrs McGauley was nominated and unanimously elected to the office of Chairman (P/S: Atkins/Murrin – vote: AIF). Her Declaration of Acceptance of Office would be received and signed at the next PC Meeting.

16/002 ELECTION OF VICE-CHAIRMAN: Cllr Bricknell was nominated and unanimously elected to the office of Vice Chairman (P/S: Burgess/Atkins – vote: AIF). His Declaration of Acceptance of Office would be received and signed at the next PC Meeting.

16/003 ELECTION OF MEMBERS TO COMMITTEES/WORKING PARTIES:

Membership of the following Committees was agreed as follows:

a. **Estates & Assets Management Committee**

Cllr R Bartlett	Cllr B Jones	Cllr G Murrin
Cllr Mrs C Bennett	Cllr G Jung	Cllr T Pattison
Cllr P Bricknell	Cllr R Mayo	Cllr J Pyne
Cllr J Burgess	Cllr Mrs C McGauley (Chairman)	

+ representatives of Tree, Play Areas and Parish Footpaths Wardens

b. **Staffing, Strategy & Policy Committee:**

Cllr J Burgess (Chairman)	Cllr Mrs M Edwards
Cllr Mrs C Bennett	Cllr Mrs C McGauley
Cllr P Bricknell	

c. **Neighbourhood Plan Steering Group:**

Cllr R Bartlett	Cllr R Mayo
Cllr Mrs C Bennett	Cllr Mrs C McGauley
Cllr Cllr Mrs M Edwards	Cllr T Pattison
Cllr B Jones	Cllr J Pyne (Chairman)

+ members of the local community

d. **Allotments Committee (Woodbury & Woodbury Salterton):**

Cllr D Atkins	Cllr P Bricknell	Graham Joyce (Chairman)
Cllr R Bartlett	Cllr Mrs C McGauley	

+ Community representatives from each of the two allotment holders

Management Committees

e. **Gulliford Joint Committee:**

Cllr Mrs C McGauley	Cllr G Murrin	Cllr J Pyne
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f. **Standards Committee:**

(This Committee will only meet when circumstances dictate it necessary)
Chairman, Vice Chairman and 2/3 additional members as appropriate to the matter for discussion would make up this Committee

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16/004 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:

Membership of the committees was agreed as follows

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| a) Woodbury Village Hall Committee | 1 member – Cllr J Burgess |
| b) Ring & Ride Committee | 1 member – Cllr R Mayo |
| c) Airport Consultative Committee | 1 member – Cllr R Bartlett |
| d) Oil Mill Lane Residents' Association | 2 members – Cllrs P Bricknell & C McGauley |
| e) Crealy Liaison Committee | 1 member – Cllr B Jones |
| f) Exe Estuary Management Committee | 1 member – Cllr G Murrin |
| | (will receive emails & respond on behalf of the PC) |
| g) Blackhill/Venn Ottery Quarries Liaison Group | 1 member – Cllr G Murrin |
| h) ALRUG | 1 member – Cllr T Pattison |
| | (Cllr D Atkins will attend if required) |

16/005 MINUTES: The Minutes of the proceedings of the Parish Council meeting held on 25 April 2016 were received and confirmed as an accurate record (P/S: Atkins/Bricknell - AIF)

16/006 APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllr T Pattison and County Cllr B Hughes (other commitments).

16/007 DECLARATIONS OF INTEREST: None were received or declared.

16/008 ACCOUNTS & FINANCES:

(a) Chairman's Allowance: The £50 set aside for this purpose in the Budget to off-set expenditure by the Chairman whilst on duty was duly ratified (P/S: Atkins/Burgess – AIF)

(b) Schedule of Expenditure: The schedule of expenditure for this month was received and duly authorised (**App A**) and the income report for the month of April 2016 was received and accepted (P/S: Bricknell/Atkins – AIF)

(c) Training of new Councillors: The expenditure of £25 per Councillor for new Councillor training courses was duly authorised. Cllr Claire Bennett would be attending a course in Exeter during July 2016 (P/S: Bartlett/Edwards – AIF)

(d) Chairmanship Short Course:

This item was noted but no additional training was required at present.

(e) Insurance Renewal: The annual insurance policy renewal with Ecclesiastical was agreed in the sum of £844.76 and a new 3 year binding agreement accepted with a guaranteed 5% discount (P/S: Atkins/Edwards – AIF). A query was raised regarding Business Interruption cover and the Clerk would clarify that this was in place.

16/009 CHAIRMAN'S REPORT: The Chairman had nothing to report.

16/010 DECLARATIONS BY DISTRICT COUNCILLORS: (read out 7.55pm)

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.

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16/011 PLANNING: The following planning applications and responses were agreed as follows:

EXTON

AMENDED PLANS

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

Amendments relate to: Deletion of signs E, K and L. Changes to the design and materials of the signage to use painted timber

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

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

Amendments relate to: Deletion of signs E, K and L. Changes to the design and materials of the signage to use painted timber

Response: Support subject to the approval of the Conservation Officer and Listed Building consent (P/S: Murrin/Atkins – vote: AIF)

WOODBURY SALTERTON

16/0701/FUL The Grove, Toby Lane EX5 1PU – Alterations and extension to an existing house and stable outbuildings to provide additional accommodation

Response: Support subject to the well-established hedgerow bordering the neighbouring property being retained as is at the existing height (P/S: Bricknell/Atkins – vote: AIF)

WOODBURY

AMENDED PLANS

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)

Amendments relate to: Revised landscaping plans

Response: Not supported as the original concerns have not been addressed and still apply (P/S: Edwards/Bartlett: vote: AIF)

***** The Police Report for April 2016 was circulated at the Meeting and noted.**

***** There were no reports from Officials as none were present apart from Cllr Jung.**

16/012 FLOOD RESILIENCE: The updated report from the Woodbury Salterton Flood Resilience Group had previously been circulated and thanks were expressed to Cllr Jung for preparing such an informative document. Cllr Jung confirmed that he would be attending the “Becoming Resilient” session at the Kenn Centre on 11 May 2016. He also commented that by persisting with the relevant agencies this had now paid off and had made a considerable difference with effective and ultimately productive communication.

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16/013 NEIGHBOURHOOD PLAN: Cllr Pyne was present and updated all Councillors present on progress with the Neighbourhood Plan. Cllr Bartlett and Jan Owen had attended a recent seminar at EDDC on behalf of the Steering Group which had proved very useful and informative. The Built up Area Boundary was under consideration and required further discussion. It would appear that the way forward with the Neighbourhood Plan was for straightforward statements with the ultimate goal to produce an easily analysed final document. The next meeting was scheduled for 10 May 2016 and the notes from the two meetings held in April 2016 would be received at the next PC Meeting.

16/014 COMMUNICATION MAST INSTALLATION PROPOSAL: Woodbury Community Playing Fields Association had been approached by a company called Shared Access who wish to install a mast to improve mobile signal/coverage within Woodbury Parish. A meeting had been arranged with the company at the site on the morning of 11 May 2016 to find out more. As the Parish Council owns the land, it was decided that a representative of the PC should be present as no decisions could be made by WCPF. Cllr Pyne volunteered to attend and would report back to Council.

16/015 CHAIRMAN'S GARDEN PARTY AT THE KNOWLE (CLLR STUART HUGHES): The Chairman and a guest had received an invitation from the Chairman of EDDC to attend his garden party to celebrate the Queen's 90th birthday, at the Knowle, Sidmouth on Sunday 12 June 2016. As both the Chairman and Vice Chairman were unable to attend Councillors nominated Cllr Mayo and his wife to represent Woodbury PC.

16/016 COUNCILLORS' QUESTIONS: *No decisions are made under this item, but matters may be discussed which involve no more than an exchange of information*

Bricknell The directional sign at the junction of White Cross Road and Village Road was down. The Clerk would report to DCC Highways.

Murrin Expressed dismay that the Senior Flood and Coastal Risk Officer at DCC, Jessica Bott appeared to have no knowledge of the severe flooding issues at Exton. Cllr Murrin agreed to pursue and speak to DCC urgently.

Edwards The road name signs at Town Lane/Castle Lane were still unchanged and overlapped, causing confusion for motorists. The Clerk would chase EDDC as the matter had already been raised previously and photographs taken.

Jung Had been seeking quotes for essential flood resilience works but the £200 PC finance authority limit was causing problems. The financial regulations were in the process of being updated so the limit would be considered at the next Staffing Strategy and Policy Committee to see whether an increase was necessary.

There being no further business, the meeting closed at 8.40pm

Signed (Presiding Chairman) Date