

WOODBURY PARISH COUNCIL MEETING

13th JUNE 2016

Dear Councillor

8 June 2016

You are hereby required to attend a Meeting of the above named Council to be held in the Church Rooms, Woodbury, on **Monday 13 June 2016 at 7.00pm**. 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.

PRESENTATION TO PCSO DONNA BAKER & TO RECEIVE THE MONTHLY POLICE REPORT FOR MAY 2016

TO WELCOME JANICE ALEXANDER, RURAL HOUSING ENABLER – DEVON COMMUNITIES TOGETHER FOR A Q&A SESSION ON THE RECENT HOUSING NEEDS SURVEY

1. **MINUTES:** To receive and confirm as a correct record, the Minutes of the proceedings of the Parish Council meeting held on 23 May 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. In accordance with the Code of Conduct, members and co-opted members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests. Members and co-opted members are also reminded that any change to their Declarations of Interests lodged with the District Council must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change.
4. **ACCOUNTS & FINANCES:**
 - a. **Schedule of Expenditure:** To consider the current schedule of expenditure for authorisation at this meeting (**App A**) and to receive the income report for the month of May 2016.
 - b. **Internal Audit letter for the Accounts 2015/16:** To receive a letter from the Internal Auditor (**App Ai**) confirming that he has completed the internal audit of the accounts for the year ending 31 March 2015 and finds that:

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- i) they properly reflect the Council's financial transactions during the year;
 - ii) the PC's financial systems and arrangements meet the criteria set out and are properly operated and well managed; and
 - iii) nothing has been found that requires the Council's attention.
- c. **Accounts 2015/16:** To receive the accounts to 31 March 2016 (**App Aii**) and the supporting statements thereto and to authorise the Chairman and RFO to sign them as a correct record.
- d. **Annual Return for the year ended 31 March 2016:** To receive, authorise and sign the Accounting statements for 2015/16 & to receive and note the Annual internal audit report for the year ended 31 March 2016 (**App Aiii**).
- e. **School Clock – Woodbury Salterton:** To consider a request for financial assistance from Woodbury Salterton C of E Primary School (**App Aiv**). The bi-annual service of the school clock is due and the cost would be £188.00, the same as in 2014.
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.
7. **APPOINTMENT OF TREE WARDENS:** To appoint and welcome Mr Tony Bennett as Hon. Tree Warden for Woodbury village and Mr David Rose for Woodbury Salterton, as Sally Elliott has now decided to step down from her duties.
8. **PLANNING:** Planning applications to be considered at this meeting as follows:

WOODBURY SALTERTON

[15/2592/MOUT](#): **Land at Greendale Business Park EX5 1EW** – Hybrid application for detailed planning permission for extension to compound 33A and attenuation pond and warehouse, office building and hardstanding to compound 39 and outline planning permission for B1/B2/B8 units (access to be determined)

Amendments relate to: *revised drawings and supporting information to reflect changes to attenuation pond and landscaping*

[16/0845/MFUL](#): **Land Adjacent to Hogsbrook Farm EX5 1PY** – Proposed silage clamp and associated access

[16/0201/FUL](#): **Large Mobile Dwelling (Plot 3) Greendale Lane EX5 1AW** – Use of land for four additional caravans, one day room and creation of new vehicular access for gypsy family

Amendments relate to: *Response from the Devon County Council Gypsy Liaison Officer*

[15/2721/FUL](#): **Bedside Manor, Bonds Lane EX5 1QF** – Removal of Condition of application 90/P0096 to allow use of building as independent residential dwelling

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[16/1212/FUL](#): **Compound 60, Greendale Business Park EX5 1EW** - Construction of office and welfare building and compound depot for commercial vehicles, storage of bin containers, fuelling bay, wash bay, outside storage, storage containers and palisade fencing

Special Request – Exton Ward

[16/0351/ENQ](#): **Rose Cottage, Exmouth Road, Lympstone – Camping Site**

A new enquiry has been received from The Caravan Club for use of the site at Rose Cottage. The proposal is classed as permitted development and therefore does not require planning permission. However, any concerns or comments are welcomed from the Parish Council before 22 June 2016.

**** If any officials are present a brief adjournment will follow for their reports.**

9. **SPEED ALONG THE B3179 /COMMUNITY SPEED WATCH:** To receive correspondence (**App B**) from concerned local residents regarding ongoing speed issues, specifically along Globe Hill but also around the Primary School (on Castle Lane).
10. **RAIN INTENSITY ALARM FOR WOODBURY PARISH:** To agree a spend of approx. £200 towards servicing and annual maintenance only. There is funding available from the Environment Agency for the purchase and fitting of the unit and to provide appropriate training. Report from Cllr Jung already circulated to all Councillors.
11. **SHARED ACCESS – MOBILE MAST – WCPF:** To consider an updated proposal from Shared Access who wish to install a telecommunications mast at Woodbury Community Playing Fields to improve mobile signal and coverage in the area. This follows a meeting on 11 May 2016 at the site which was attended by Cllr John Pyne on behalf of the Parish Council. Full details already circulated to all Councillors and will be available on the overhead display at the Meeting.
12. **NEIGHBOURHOOD PLAN:** To receive the notes from the Neighbourhood Plan Steering Group Meetings held on 12 April, 26 April, 10 May and 24 May 2016 (**App C**) together with a verbal update from Cllr John Pyne (if needed).
13. **COUNCILLORS CONTACT DETAILS:** To discuss what contact details Councillors would prefer to be published on the Parish Council website and on noticeboards for public view. It has been confirmed from Devon Association of Local Councils that the only requirement is for Councillors to be contactable and postal addresses are no longer necessary. Councillors can provide their email address, landline and mobile number or be contactable via the Clerk.
14. **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*