

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 1 February 2016 @ 7.30pm

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

Also present: Mrs M Westlake (Clerk) & Mrs A Evens (Assistant to the Clerk)

15/EAC090 **MINUTES:** The minutes of the Estates & Assets Committee Meeting held on 21 September 2015 were received and confirmed as an accurate record (P/S: Bricknell/Bartlett - AIF)

15/EAC091 **APOLOGIES FOR ABSENCE:** Apologies for absence were received from Cllr G Murrin: Mrs N Southard (Woodbury Salterton Play Area Warden): Mr T Frampton & Mrs J Green (P3 Wardens)

15/EAC092 **DECLARATIONS OF INTEREST:** Cllr Jung declared an interest in item 15/EAC093 (B) as he lives opposite the Plantation and felling of the Turkey Oak could cause damage to his vehicle or property.

15/EAC093 **MAINTENANCE AND MANGEMENT OF SPECIFIC AREAS** requiring update, discussion and decisions (as necessary):

WOODBURY SALTERTON

A. Play Area: Cllr Bricknell reported that works to the safety surfaces under the swings had been delayed due to the exceptional wet weather. Works and other outstanding tasks would recommence when the ground had dried out.

The Parish Council were still awaiting release of £7500 funding from EDDC under the Webbers Meadow Section 106 agreement for installation of Phase 2 of the gym equipment. This would then complete the project. The Clerk agreed to contact the Officer at EDDC for an urgent update, bearing in mind that there would be a 6-8 week delay once the equipment was ordered from the supplier.

B. Tree works at the Plantation/Play Area: The Clerk reported that three quotations had been received for essential works to 3 trees on the Plantation and the Oak at the entrance to the Play Area. Separate figures had also been sought for removal of the large Turkey Oak on the Plantation. A discussion took place and in light of the Tomograph report and the dramatic extent of decay within the tree, it was agreed that the Turkey Oak should be felled. The quotation from Ace Arboriculture at £1450 was accepted with works to commence as soon as possible and before the nesting season begins on 1 March (P/S: Bartlett/Bricknell- AIF). The two other quotes received amounted to £1650 and £1700.

C. Memorial Tree (Play Area): Cllr Bricknell would continue to clear the undergrowth around the tree and keep away from the hedge wherever possible. Although the plot was considered too small to accommodate the tree, removal elsewhere was not possible.

D. Flooding issues: The contents of the email from Mrs S Elliott were noted and the Parish Council recognised that crop production (in particular maize) was linked to degradation of the soil leading to flooding. In addition, heavy machinery continues to damage verges, banks and ditches of narrow lanes. It was agreed to pass on concerns to our local MP Hugo Swire, the NFU and Environment Agency

WOODBURY PARISH COUNCIL
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with Parish Council support and to point out that all 3 villages within the Parish had an ongoing flooding problem.

WOODBURY

E. Woodbury Village Green: There were no issues at present.

F. Flower Street Car Park:

i. Parking Enforcement: A discussion took place regarding the ongoing issue of legitimate use of the car park for the benefit of residents and Village Hall users. The general consensus was that it would be very difficult to police or enforce use of the car park and there were few major issues at present. Councillors would monitor and take appropriate action if required. The local PCSO was also aware of past problems and could be called on if necessary.

ii. Boundary Change: Councillors were asked to consider provision of a long term lease for improved access to the Village Hall using a strip of land adjacent to the Hall building and wide enough to accommodate a wheelchair and in turn provide better disabled access directly to the Du Buisson room. This had been discussed at length in the past and the Parish Council had no objection to offer the portion of land on a long lease of 99 years. However, all legal costs involved are to be covered by the Village Hall Committee (P/S: McGauley/Bricknell – AIF). The Clerk would advise the Chairman of the Village Hall Committee accordingly.

G. Public Conveniences:

i. The automatic locking and lighting system was in place and working well. External signage would be changed next week as EDDC had not been responsible for the toilets for some time.

ii. The maintenance contract for the hand washing units was no longer in force therefore a quotation had been sought from Wallgate which was presented at the meeting. It was agreed to investigate whether the units could be serviced locally by a Plumber at more competitive rates and obtain 2 other quotations for consideration at the next meeting. Prices were also being obtained for emptying of the two sanitary bins from PHS and Cannon Hygiene.

H. Rent for land leased to the Cricket Club: The Landowner, Clinton Devon Estates, had increased the rent from £375.00 to £395.00 half yearly, effective from 25 December 2015 in line with the Underlease agreement. Therefore an increase to £790.00 per annum for the next four years was recommended and agreed (P/S: McGauley/Bricknell – AIF). The Clerk would write to the Cricket Club advising of the increased amount, the next payment was due on 24 June.

I. Rent for the Old Fire Station: The rent for this building has not been considered since 1 January 2008, when it was increased from £416 to £500 per annum. After a short discussion, it was agreed to leave the rent unchanged but to review again in early 2017 (P/S: Jung/Bartlett – AIF). The Clerk would write to the tenant reminding him that the lease is fully repairing and the building should conform to standard.

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 1 February 2016 @ 7.30pm

EXTON

J. Bus Shelter at Northern end (close to petrol station):

This bus shelter had previously been identified as no longer fit for purpose and Cllr Pattison reported that it was still covered in graffiti, rotting away and there were no seats. A replacement wooden shelter had been requested but the “bespoke” shelters from a national supplier would cost in the region of £5000. Sheds Direct could offer a similar shelter for £2380 (including VAT) and there would be a further cost to re-lay the concrete base. A £1000 contribution had already been received from the County Council Locality Budget and the Parish Council agreed to provide a further £1500 towards purchase and installation of the bus shelter (P/S: McGauley/Bricknell – AIF).

K. Purchase of dog bin or litter bin: A discussion took place regarding the viability of purchasing and installing a new dog bin or litter bin in Exton to be located within the Millennium Garden, Exton Lane. The purchase cost of a dog bin was £200 and a litter bin £400 with a £200 annual emptying charge. However, as the Millennium Garden is on private land it was felt that the Parish Council could not support or fund provision of a dog bin or litter bin, although they did appreciate that the Committee was a not for profit organisation. It was agreed to defer any decision until the next meeting.

L. Play Area: Cllr Pattison reported that the replacement of the play equipment using available Section 106 funds had not yet been carried out due to delays with release of part of the funding from EDDC. The Clerk agreed to contact the Officer at EDDC for an urgent update.

15/EAC094 GENERAL ITEMS COVERING ALL THREE WARDS requiring update, discussion and decisions, as follows:

- A. Tree Wardens:** Peter King (Exton Tree Warden) was present and had nothing to report. A short discussion took place regarding the ongoing damage by HGV’s and farm vehicles to verges and erosion of banks along narrow lanes within the Parish, in particular Dog Lane in Woodbury Salterton. It was agreed to forward concerns to our local MP Hugo Swire with PC Support.
- B. Parish Path Wardens:** There were no Parish Path Wardens present. Cllr Jung reported that the new cycleway near Greendale Farm Shop appeared to have been washed away at the end of December, was thought to be unsafe and impassable in places. It was agreed that the Clerk would contact the Property Manager at Greendale Business Park for clarification and to establish what action would be taken.
- C. Public Right of Way:** Devon County Council are stretched financially to maintain any public R.O.W including Moor Lane in Woodbury Salterton. Parishes were being encouraged to take on maintenance of these Green Lanes themselves, subject to available funding. It was reported that part of Moor Lane was maintained by the farmer but the middle section was narrow and impassable in places. It was agreed to approach the farmer concerned to see whether a solution could be found and report back at the next Meeting. A brief discussion also took place in respect of the Green Lane at the end of Rydon Lane in Woodbury which in the past had joined with Exton but the costs involved with possible reinstatement of this R.O.W were likely to be high.

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
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- D. Play Area Wardens:** There were no Play Area Wardens present. The Chairman reported that the new equipment was in the process of being installed at Woodbury Community Playing Fields. The Zip Wire was already in place.
- E. Flood Prevention and Resilience equipment:** Councillors considered whether to apply for funding from the Devon Emergency Community Flood Resilience Fund (supported by the County Council) within the 3 villages to purchase equipment such as signs, cones and personal protective clothing. There is £2000 available for each Resilience Group and Woodbury Salterton had already applied for funding. There was no deadline at present but ultimately the funding would run out depending on the number of applications.
- F. Grass areas cutting contract:** Tenders had been submitted for a new Specification including additional areas identified last season and two cuts on the uncultivated area at Woodbury Salterton Allotments. The deadline for submission was 29 February 2016. It was decided to schedule an extra meeting of this Committee on the evening of 29 February 2016 to consider the tenders received and award the contract.

15/EAC095 DATE OF NEXT MEETING: The date of the next meeting was agreed as Monday 29 February 2016 (extra meeting) at 7.30pm followed by the next scheduled meeting on Monday 20 June 2016 at 7.30pm.

There being no further business the meeting closed at 9.20pm

Signed
 Presiding Chairman

Date: