

WOODBURY PARISH COUNCIL MEETING

13th February 2017

Dear Councillor

7th February 2017

You are hereby required to attend a Meeting of the Parish Council to be held in the Church Rooms, Woodbury, on **Monday 13th February 2017 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

A J Le Riche,
Locum Clerk to the Council

A G E N D A **(Revised)**

- 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 9th January 2017
 - 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:** To consider the current schedule of expenditure for authorisation at this meeting and to receive the budget report for the month of January 2017 (**App 1**)
 - 5 POST OF CLERK TO THE COUNCIL** To consider arrangements for shortlisting and interview.
 - 6 CHAIRMAN'S REPORT:** To receive a report by the Chairman
Receipt of a letter of thanks for grant aid from Woodbury Salterton Village Hall.
 - 7 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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8 **PLANNING:** Planning applications to be considered at this meeting as follows:

WOODBURY

17/0183/FUL Retention of front boundary fence at 5 Globe Hill Cottages, Globe Hill Woodbury

WOODBURY SALTERTON

16/1425/COU Use of land for storage of caravans (retrospective application) Random Cottage, 48 Sidmouth Road, Farringdon.

** *To receive the written Police Report (to be distributed at the Meeting);*

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

9 **NEIGHBOURHOOD PLAN:**

To receive a verbal update from Cllr John Pyne representing the Steering Group.

10 **LAND DRAINAGE AND FLOODING**

To consider the ideas put forward by the Environment Agency and circulated by Cllr Jung
Details attached (**App2**)

11 **PUBLIC TOILETS**

EDDC had offered to clean the toilets for next year in the sum of £5,713.86.
The Council is requested to consider this offer.

12 **ELECTORAL REVIEW OF EAST DEVON: DRAFT RECOMMENDATIONS (App 3)**

The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for East Devon District Council.
Details are attached

13 **EXE ESTUARY MANAGEMENT GROUP (App 4)**

Attendance on 1st March 2017
Contribution to retirement gift for Cllr Hughes.

14 **MID DEVON COMMUNITY SAFETY PARTNERSHIP**

The Annual Conference is to be held at 9.30 on Wednesday 5th April 2017 in Broadclyst Victory Hall. The Council is requested to consider attendance.

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.**

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Minutes of a meeting of the Parish Council held at 7.30 on Monday 9th January 2017 in the Church Rooms

Present: Cllrs Mrs C McGauley (Chair), D Atkins, Mrs C Bennett, P Bricknell, Mrs M Edwards, B Jones, G Jung, R Mayo, G Murrin, T Pattison & J Pyne

Also present: (3) members of the public

The Chairman wished everyone a Happy New year.

PUBLIC SPEAKING: A member of the public spoke about planning application 17/0019/FUL Hills Venmore, Woodbury.

A new resident said that he was leased to have moved to Woodbury and found the village charming except for car parking and the speed of vehicles. The Chairman pointed out that the Arch was an accepted parking area with a one-hour limit but this was not enforced regularly. The Locum Clerk was asked to liaise with the Police regarding letters to persistent offenders.

It was also suggested that there could be a Speed watch campaign. The Locum Clerk was asked to follow this up.

16/152 MINUTES: The Minutes of the proceedings of the Parish Council meetings held on 12th December 2016 were received and confirmed as an accurate record. (P/S: Atkins/Mayo - AIF)

16/153 APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllr R Bartlett & J Burgess (away) and District Cllr R Longhurst, (other commitments).

16/154 DECLARATIONS OF INTEREST: No Declarations of personal and/or prejudicial interest were made.

16/155 ACCOUNTS & FINANCES: The current schedule of expenditure for this meeting was received and duly authorised (**App A**) (P/S: Mayo/Bartlett – AIF)
Cllr Bricknell reported that cheque no 1967 – Woodbury Salterton Village Hall grant had not been received. The Locum Clerk was asked to issue a new cheque.

16/156 BUDGET AND THE PRECEPT 2017/18. The Council considered a draft budget which had been prepared by the former Clerk, Locum Clerk, Chairman and Cllr Atkins.

RESOLVED: 1 that the budget for the year be approved subject to the following changes

- a. the budget for training be increased to £500
- b. the budget for Poppy Wreathes be reduced to £70
- c. the proposed rent increase for the office be not accepted.
- d. that Membership of SW Councils be continued.
- e. the budget for electricity for the toilets be increased to £300

2 that a Precept of £77,960 be issued upon EDDC
(p/s Bricknell / Edwards, aif)

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16/157 PLANNING: Planning applications

WOODBURY

16/2871/TCA – Heatherdene, Broadway EX5 1NR - T1, Norway Maple: Remove lowest branch growing over Meadowside garden. T2, Larch: Reduce lowest branches growing over Meadowside garden reduced by 1m. T3, Silver Birch: Crown reduction up to 2m or branches growing over Meadowside garden (Pruning cuts up to 50mm) T4, Ash: Reduced two branches growing over garage by up to 2m (Pruning cuts up to 50mm) **SUPPORT** subject to the Tree Officer's report

16/2872/TCA – Meadowside, Broadway EX5 1NR - T1, Oak: Fell T2m, Norway Maple: Fell T3, Copper Beech: Crown reduced by 2 metres (Pruning cut up to 50mm diameter). **SUPPORT** subject to the Tree Officer's report but **OBJECT** to the works to the Copper Beech.

16/3029/FUL - 3 Pollybrook, Town Lane EX5 1NF, Construction of two storey front extension, single storey and part 1st floor extension to side, and single storey rear extension. **SUPPORT**

17/0019/FUL – Hills Venmore, Woodbury EX5 1LD – Conversion, alteration and extension to outbuilding to form dwelling house. **SUPPORT**

WOODBURY SALTERTON

16/2598/MFUL – Land at Greendale Business Park EX5 1EW Change of use of the site to storage yard including the erection of temporary ancillary offices, fencing, SUDS and associated works (Retrospective application) **OBJECT** the development is outside the approved area, the development will be detrimental to adjacent Holiday Park, the development will remove previously agreed landscaping works.

16/2597/FUL - Land at Greendale Business Park EX5 1EW Change of use of the site to a storage yard, including the erection of warehouse, office building, fencing and associated works (Retrospective application)) **OBJECT** the development is outside the approved area, the development will be detrimental to adjacent Holiday Park, the development will remove previously agreed landscaping works.

16/2873/FUL – Bedside Manor, Bonds Lane, Woodbury Salterton, EX5 1QF - construction of detached 3 bay garage with storage above, log store and extension to driveway (amendments to planning permission 16/1276/FUL) **SUPPORT**

16/158 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.

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A brief adjournment then followed for reports from District Councillors

Cllr Longhurst had challenged the increase in costs for refurbishing Exmouth Town Hall and the seafront regeneration.

The planning application for building a care Home at The Knowle had been refused when it was pointed out that the design was actually for 100+ flats which would generate £1m approximately in CIL contributions.

Cllr JUNG reported on changes to the refuse collection system whereby there would be more recycling but general waste wheelie bins would only be emptied every three weeks. This had been trialled in The Colony, Exmouth and in Feniton and had worked well.

The meeting reconvened at 7.55pm

16/159 NEIGHBOURHOOD PLAN: Cllr Pyne reported on progress in developing the Neighbourhood Plan. Members considered that dog walking areas were needed on estates. This was referred to the Assets and Estates Committee. Cllr Longhurst was to assist in the formal writing of the Plan

16/160 PUBLIC SPACE PROTECTION ORDERS. EDDC were replacing Dog Control Orders with this new type of Order
This was deferred to the next meeting.

16/161 Highway Community Enhancement Fund. The Council noted that the aim of this fund was to provide some financial assistance for those Parishes that wished to carry out self-help work within their communities. The guidance notes and application form were also received.

16/162 COUNCILLORS' QUESTIONS: *No decisions are made under this item, but matters may be discussed which involve no more than an exchange of information*

There being no further business, the meeting closed at 9.30pm.

Signed
(Presiding Chairman)

Date

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Appendix 1

Payments for approval

Date	Cheque	Payee	Amount	VAT	Net
16/01/17	1973	Woodbury Salterton Village Hall (Grants)	1,611.00		1,611.00
16/01/17	1974	Exmouth Town Council - Handyman	75.00		75.00
16/01/17	1975	EDF electricity for Exton Play area	18.14	0.86	17.28
16/01/17	1976	A J Le Riche re Clerk's advert (Archant)	327.64	55.02	272.62
16/1/17	1976	A J Le Riche re office supplies	0.60	0.10	0.50
26/01/17	DD	Telesis Office phone & broadband	36.97	6.16	30.81
06/02/17	1977	Bagwells - repairs to toilets	148.43	24.74	123.69
06/02/17	1978	Lympstone Parish Council - Re Gulliford	366.00		366.00
06/02/17	1979	Brooklands Events - Christmas Lights	464.26	77.38	386.88
06/02/17	1980	PHS Group - toilets	33.84	5.64	28.20
06/02/17	1981	Exmouth Stationery - FP Leaflets	45.00	7.50	37.50
06/02/17	1982	SSE electricity for Toilets	25.60	1.21	24.39
06/02/17	1983	EDDC Dog bin emptying	672.00	112.00	560.00
06/02/17	1984	EDDC Cleaning toilets	6,788.75	1,131.46	5,657.29
08/02/17	DD	E.O.N. Electricity for Office	117.82	5.61	112.21

Financial Summary			
Opening Balance			29,492.97
Receipts			80,578.32
Total funds			110,071.29
Payments			64,406.13
Net funds			45,665.16
Unpresented cheques			11,867.41
Receipts not on statement			15.00
Balance at bank statement		tbc	<u>57,517.57</u>
Held by:			
30 day account			14653.47
Treasurers account			<u>42503.26</u>
			57,156.73

The Clerk will continue to examine the bank statements to fully reconcile the accounts

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Budget Monitoring February 2017

Chairman's Allowance	50.00	0.00	50.00
Admin	3,845.00	2,986.90	858.10
Office	6,770.00	5,534.24	1,235.76
Salaries	19,215.00	14,501.67	4,713.33
Pension	591.00	742.94	-151.94
Neighbourhood Plan	1,100.00	364.00	736.00
Play Areas	2,150.00	465.51	1,684.49
Rep & Mtce	2,150.00	141.39	2,008.61
Environment	13,645.00	9,051.19	4,593.81
C P & Toilets	8,861.00	10,221.49	-1,360.49
Rents etc	2,229.00	2,289.34	-60.34
Allots W	164.00	235.30	-71.30
Allots WS	1,184.00	1,247.35	-63.35
Grants	493.00	288.00	205.00
S 137	0.00	435.14	-435.14
P3	700.00	742.80	-42.80
Cont	700.00	0.00	700.00
Comm Grant	2,000.00	650.00	1,350.00
Gulliford & WS CLock	400.00	566.00	-166.00
Other	0.00	8,506.20	-8,506.20
Flood Resilience	0.00	1,264.18	-1,264.18
Sub Total	66,247.00	60,233.64	6,013.36
VAT (To be reclaimed)	0.00	4,172.49	-4,172.49
Total		64,406.13	
Receipts Monitoring	Budget	To date	Balance
VAT Ref	0.00	3,579.12	-3,579.12
Precept	60,636.00	60,636.00	0.00
Rents	770.00	1,290.00	-520.00
Grants	5,238.00	5,488.00	-250.00
CF Grant	7,278.00	7,278.00	0.00
Interest	15.00	15.15	-0.15
Allots W	200.00	585.50	-385.50
Allots WS	150.00	560.00	-410.00
P3	1,000.00	1,016.50	-16.50
Play Areas		0.00	0.00
Wayleaves	10.05	10.05	0.00
Repairs etc	0.00	0.00	0.00
Other	0.00	120.00	-120.00
NP	0.00	0.00	0.00
Total Receipts	75,297.05	80,578.32	-1,702.15

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Appendix 2

Flooding and Land Drainage

Hi Geoff

Speaking to Steve Moore and our reservoir team, an attenuation pond in this location is not advised unless there is a large pot of money to pay for planning, engineering, site supervision and ongoing maintenance. Clinton (who own the land) would be responsible, should the pond fail (Ryland vs Fletcher) so they may not agree to it in the first place.

If one is to be built, it should all be below natural ground level as there is no 'structure' however being on a slope, it limits the size of pond achievable for the material excavated, so I am not sure if it's the best use of resources.

I have copied in Steve's text below.

My thinking is, as always, to implement measures that will slow the runoff response to rainfall where safe to do so. So anything that will ;

Increase field storage capacity.

- a) So, all of the fields east of the cricket pitch appear to be ploughed up and down the slope. Ask the farmer nicely if he will go with the contours across the slope.
- b) Implement any measures that you can dream that avoid working the land with heavy machines when soils are wet/moist, etc.
- c) Encourage rank grass growth. This is the cheapest and most effective method I know to reducing runoff rates and volumes from open agricultural land. It is also great for encouraging mice/voles etc and thus Owls & Kestrels etc.
- d) Planting an orchard/wood could be even better (subject to understorey land use) as the trees intercept rainfall, the tree roots open the soils and assist infiltration at source etc.

Impede drainage where safe to do so.

- a) Avoiding narrow/deep drainage ditches as these efficiently convey flows downslope.
- b) Create wide shallow flat "V" or better, grassed swale type features that route water.
- c) Avoid cleaning ditches outwhere possible!

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Create safe storage areas for flood water.

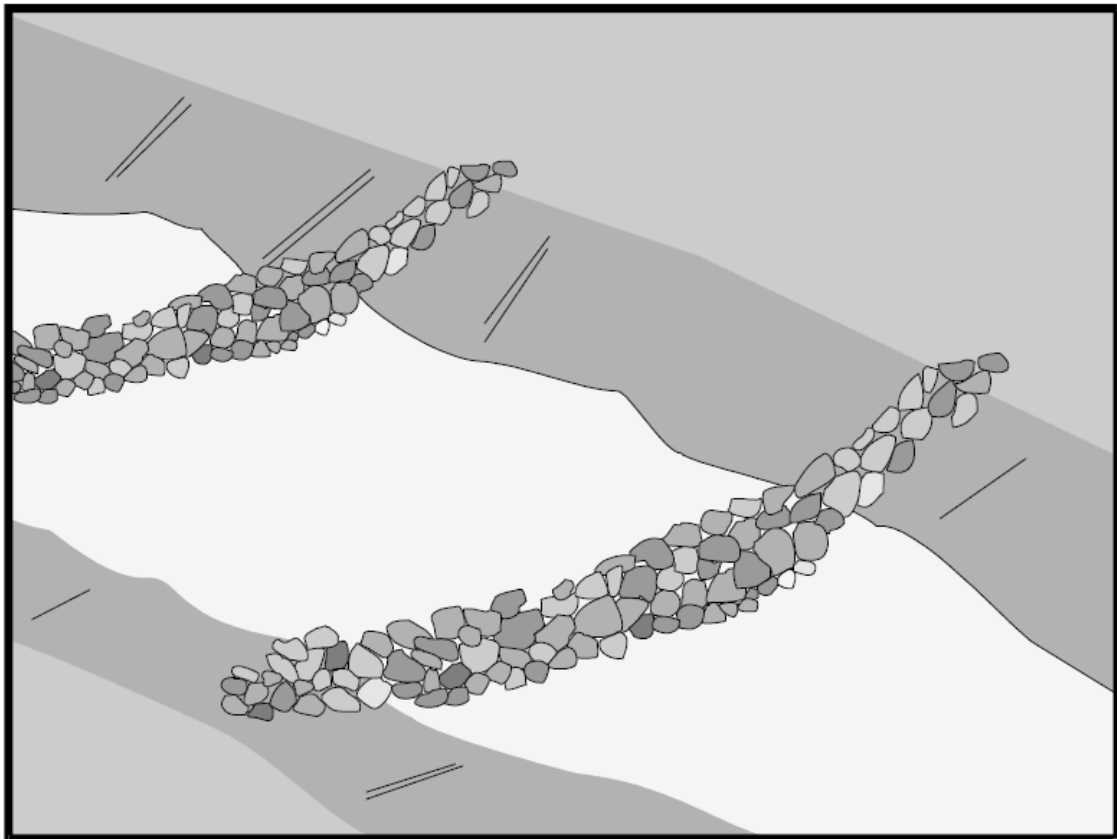
a) The more the merrier.

Finally – and perhaps most importantly for Woodbury - upsize the inadequate culvert under Town Lane.....

I am not sure what budget we are looking at, and how much maintenance is to be done in future?

By far the most cost effective thing would be to build debris dams down the ditch, which would slow water significantly. These may need clearing every few years.

If an excavator is to be used, another option would be to meander the ditch, bringing it out from the corner. This could be done attractively, with wide swales, which would normally be dry, but under rain, would slow the water down, and give more opportunity for it to soak back in. The could be complimented with planting. I have attached a pdf showing the method.



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To aid percolation into the ground (and a great use for any spare river pebbles...) the above swales could have French drains installed in their base, so that any flow could find its way deep into the ground.

A final suggestion may be a series of mini dam's in the existing ditch. Land drainage consent would be required, but these could simply be approximately 10 separate low gabions (500x500x1000) with a pipe through the bottom of it. In normal rain events, water and debris would pass through the pipe. In heavy rainfalls, these would be overwhelmed and each dam would slowly back up, creating limited storage. If these mini storage areas are overwhelmed then water would cascade over the top and into the next one. The ditch could possibly be widened to allow a little more capacity, but rather than one large pond, lots of small temporary ones may work better. This is an extension of the debris dams idea, but with the addition of the dedicated flow pipe, which may need less maintenance than wood dams. Even lower tech would be no pipe, but allowing some water under the gabion check dam. (shown below, but clearly we would do as smaller scale)



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Appendix 3

ELECTORAL REVIEW OF EAST DEVON: DRAFT RECOMMENDATIONS

The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for East Devon District Council. Today is the start of an eight-week public consultation on the Commission's draft recommendations on new ward boundaries across East Devon District Council. The consultation closes on 3rd April 2017.

View the draft recommendations

You can view the Commission's draft recommendations at <https://www.lgbce.org.uk>, where you can also find interactive maps, a summary of the report, a copy of the letter sent to the Chief Executive of East Devon District Council and guidance on how to have your say. The Commission has not finalised its conclusions and now invites representations on the draft recommendations.

An interactive map of the Commission's recommendations for East Devon District Council, electorate figures and guidance on how to propose new wards is available on the consultation area at: <https://consultation.lgbce.org.uk>. Further information about the review and the Commission's work is also published on our website at: www.lgbce.org.uk.

Have your say

We encourage everyone who has a view on the draft recommendations to contact us whether you support them or whether you wish to propose alternative arrangements.

Before finalising the recommendations, the Commission will consider every representation received during consultation whether it is submitted by an individual, a local group or an organisation. We will weigh each submission against the criteria the Commission must follow when drawing up electoral arrangements:

- To deliver electoral equality where each district councillor represents roughly the same number of electors as others across the district.
- That the pattern of wards should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

It is important that you take account of the criteria if you are suggesting an alternative pattern of wards. You can find additional guidance and information about previous electoral reviews on our website to help you or your organisation make a submission.

Get in touch

The Commission welcomes comments on the recommendations report by 3rd April 2017. Representations should be made:

- Through our interactive consultation portal where you can explore the maps of the recommendations, draw your own boundaries and supply comments at: <https://consultation.lgbce.org.uk>.
- By email to: reviews@lgbce.org.uk.
- Or in writing to:
Review Officer (East Devon), Local Government Boundary Commission for England
14th Floor, Millbank Tower, Millbank, London, SW1P 4QP

The Commission aims to publish every response it receives during phases of consultation. If you do not want all or any part of your response or name to be made public, you must state this clearly in the response. Any such request should explain why confidentiality is necessary. All responses may be subject to publication or disclosure as required by law (in particular under the Freedom of Information Act 2000).

This is the last opportunity to influence the Commission's recommendations before they are finalised. We therefore encourage local people to get in touch with us and have their say.

If you have any queries, please do not hesitate to contact me.

Yours sincerely
Rebecca Smith

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Appendix 4

Dear Exe Estuary Management Group,

The next Management Group meeting will take place on **Wednesday 1st March at 2pm**, in the Committee Suite at County Hall. Please can you let me know whether you are able to make this meeting or not so I can order enough refreshments for everyone. Papers for the meeting will be sent closer to the date.

As mentioned at the previous meeting, this will be Cllr Bernard Hughes' last meeting with the Partnership, as he will not be standing again at the forthcoming County Council elections. Cllr Hughes has been with the Partnership for many years and has been an loyal supporter of the work that we carry out. I'm sure that you will agree that it will be incredibly sad to see him go.

At the Exe Forum on 7th February (6.30pm), the EEMP will be presenting Cllr Hughes with a parting gift: a print of one of Ray Balkwill' s beautiful paintings of the Exe. If you would like to contribute towards this gift, please could you email me back as soon as possible to let me know how much you would like to contribute and I shall collect it from you at a later date.

If you would like to attend the Forum and have not yet booked a place, please let me know.

Best wishes,

Stephanie

Stephanie Clark

Exe Estuary Officer

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