

WOODBURY PARISH COUNCIL

Dear Councillor

7th March 2017

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

AGENDA

- 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 13th February 2017 (Attached)
 - 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 a financial summary and the budget report to February 2017 (App 1) The payroll is currently run by a firm of accountants at a cost of £330pa. The Chairman and Clerks will report on running this in the Office at no cost.
 - 5 POST OF CLERK TO THE COUNCIL** To inform the Council of the results of Interviews and to introduce Mrs Leigh-Anne Kendall as Joint Clerk
 - 6 CHAIRMAN'S REPORT:** To receive a report by the Chairman
 - 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

16/2477/FUL Installation of multi use games area and surrounding 3 metre high fence Woodbury Recreation Ground Town Lane Woodbury

WOODBURY SALTERTON

17/0453/FUL Demolition of garage and construction of two storey dwelling at Ridges Woodbury Salterton

****** *To receive the Police Report as follows:*

At the January meeting concern was expressed about speeding. Residents and parish councillors have raised concerns about speeding on a number of roads across the rural patches along the:

A376 Ebford and the Clyst St Mary, Clyst St George stretch

A3052 and the B3179 through Woodbury

I have conducted speed checks at Ebford last year and am in the process of organising some more, Woodbury is on the list and will hopefully get done shortly.

The stretch between Clyst St George and Clyst St Mary and also the A3052 are classed as fast roads and can only be monitored and enforced by roads policing. I have emailed them and they will try and get out on these roads work and time dependent.

****** *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.
To consider Parish Council involvement in developing the Neighbourhood Plan.

10 **Greater Exeter Strategic plan**

To give first consideration to this Plan. It is important that this is considered in conjunction with the Neighbourhood Plan. (Appendix 2)

11 **DEVONLINK-UP SAFE-PLACE-SCHEME**

Request for grant (Appendix 3)

12 **Local Government Pension scheme**

The Actuary has set a valuation of £29,000 as the payment the Parish Council must make to withdraw from the Scheme.

DCC are willing to accept payments over five years but will apply an interest rate of 2.7%, giving an annual payment of £6,278.14 plus the cost of a legal agreement to set this up.

Cllr Bartlett has also been investigating the assessment for this.

The Council's decision on this is required.

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13 Hackney carriage and private hire licensing policy review

EDDC is Hackney Carriage and Private Hire Licensing Policy applies to all hackney carriage and private hire drivers, vehicles and operators and fully explains the council's licensing requirements for all parties in a clear and transparent manner. They are currently carrying out a review of their Policy document. This is to make sure that it complies with government best practice guidance and will provide protection for the public when using taxi services.

A [draft revised policy document](#) has been produced and the consultation is now open to the public.

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*

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Minutes of a meeting held on 13th February 2017 in the Church Rooms, Woodbury

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

Also present: Mr T Bennett, Tree Warden, Tony Le Riche, Locum Clerk and 2 public.

PUBLIC SPEAKING:

The applicant spoke about planning application 17/0183, 5 Globe Hill Cottages.

16/163 MINUTES: The Minutes of the proceedings of the Parish Council meetings held on 9th January 2017 were received and confirmed as an accurate record. (P/S: ME/Jung AIF)

16/164 APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllr R Bartlett & R Mayo (away), T Pattison and District Cllr R Longhurst).

16/ 165 DECLARATIONS OF INTEREST: No Declarations of personal and/or prejudicial interest were made.

16/166 ACCOUNTS & FINANCES: The current schedule of expenditure for this meeting was received together with a note of extra payments arrived since the schedule was submitted and duly authorised with the exception of cheque no 1978 which is to be drawn on the Gulliford account (**App A**)

16/167 POST OF CLERK.

The Council considered the process leading to an appointment
RESOLVED: that an Interview panel, with power to make an appointment, be set up, comprising Cllrs Atkins, Bennett, Bricknell, Burgess and Edwards
2 that Interviews be held on Friday 24th February 2017

16/168 CHAIRMAN'S REPORT

The Chairman reported receipt of a letter of thanks from Woodbury Salterton Village Hall for the grants they had received.

16/169 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.

16/170 PLANNING: Planning applications

WOODBURY

17/0183/FUL Retention of front boundary fence at 5 Globe Hill Cottages, Globe Hill Woodbury – SUPPORT (Cllr Jung abstained)

WOODBURY SALTERTON

16/1425/COU Use of land for storage of caravans (retrospective application) Random Cottage, 48 Sidmouth Road, Farringdon. – SUPPORT subject to conditions limiting

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storage to 10 caravans at any time and requiring suitable planting to form a screen of the area from the road.

An adjournment then followed for reports from District Councillors

Cllr Jung reported that the DMC had approved the application for a dwelling adjoining the Post Office, to which the Parish Council had objected. The Chairman of the Committee had commented that if a Parish Council was not represented at the meeting to support its comments then they were weakened by this.

RESOLVED: that a letter be sent to the Chief Executive deploring this attitude and expressing the view that parish Council comments should be given full weight by the Committee when considering applications.

At the next meeting of the DMC, the Villages section of the Local Plan would be discussed. This would be followed by a 6-week consultation period, which would come before the Council. This included the BuAB for Woodbury and details of Greendale Business Park. He would be writing to the Committee regarding the latter and would appreciate guidance of the Council on the BuAB.

The meeting reconvened.

16/171 NEIGHBOURHOOD PLAN: Cllr Pyne reported that the next meeting was to be on Wednesday 15th February to look at the format of the Neighbourhood Plan. The 'skeleton' of the Plan was in place and some 'meat' was being added.

16/172 LAND DRAINAGE AND FLOODING

The Council considered the ideas put forward by the Environment Agency and circulated by Cllr Jung or introducing measures to slow down the flow of surface water in times of heavy rain in various locations.

Cllr Jung explained the works that were planned so far. There was a quantity of gravel and pebbles that would be excavated from the stream that could be used elsewhere

RESOLVED: that Cllr Jung be authorised to dispose of these.

The Locum Clerk reported that Lympstone Parish Council had applied for Parishes Together funding for this type of work and Exmouth Town Council were also interested in similar schemes. He suggested that Woodbury Parish Council might consider joining a scheme when more details were known. This was supported in principle.

16/173 Toilet Cleaning

EDDC had quoted £5713.86 + VAT for cleaning the public toilets next year, compared to £5657 +VAT for the current year.

RESOLVED: that the quote be accepted.

16/174 MID DEVON COMMUNITY SAFETY PARTNERSHIP

The Annual Conference is to be held at 9.30 on Wednesday 5th April 2017 in Broadclyst Victory Hall. There was no interest in attending.

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16/175 PUBLIC SPACE PROTECTION ORDERS. EDDC were replacing Dog Control Orders with this new type of Order. There was a need for changes to take into account the extended play area in Woodbury Salterton.
RESOLVED: that EDDC be requested to add the Play Area at Woodbury Salterton as a 'Dogs on Leads' Area.

16/176 Electoral Review of East Devon
The Local Government Boundary Commission for England had published draft recommendations on the future electoral arrangements for East Devon District Council. The warding arrangements for Woodbury and Lypstone would not change. Raleigh Ward would change and Cllr Jung reported that he would be campaigning against this. The draft recommendations were noted.

16/177 County Councillor's report
Cllr Hughes reported that an extra £3m had been given for repairs to roads. Various roads in the Parish would be included on the list of works.
Planning permission had been granted for the Dinan Way extension but the Secretary of State had then told DCC not to issue consent until he had decided if he wished to call-in the application.
DCC budget had not been finalised as the Local Government settlement had not yet arrived.
DCC would be increasing their Precept by 1.99% + 3% to pay for care services.
Cllr Bricknell commented on the poor quality of patching repairs in some areas. Cllr Hughes agreed to investigate.

16/178 COUNCILLORS' QUESTIONS: *No decisions are made under this item, but matters may be discussed which involve no more than an exchange of information*
There was no police report for the meeting. The Clerk was asked to remind the local PC about this.
Cllr Burgess had written to the Planning Dept about Castle Brake Caravan Park but had not received a response. The Clerk was asked to chase up.
It appeared that the number of affordable homes at the Meadow Haze development had been reduced. The Clerk was asked to make enquiries of the Planning Department.
Cllr Jung reminded the meeting of the Villages Spring Cleaning sessions that were being organised.

There being no further business, the meeting closed at 9.05pm.

Signed
(Presiding Chairman)

Date

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Appendix 1

Date	Cheque	Payee	Amount	VAT	Net
07/02/2017	SO	C Lear - Office rent	£400.00	£0.00	£400.00
13/02/2017	1985	A J Le Riche - salary Dec & Jan 2016 + Stamps	£701.72	£0.00	£701.72
13/02/2017	1986	Woodbury C of E school ptfa grant	£950.00	£0.00	£950.00
13/02/2017	1987	A J LeRiche - toner cartridges	£118.83	£19.80	£99.03
13/02/2017	1988	DCC Clerk's advert	£120.00	£20.00	£100.00
24/02/2017	DD	Telesis - Office phones & Broadband	£38.14	£6.36	£31.78
02/03/2017	1989	A J Le Riche salary February 2017	£709.44	£0.00	£709.44
07/03/2017	1990	A J Le Riche - Website host fee & stamps	£48.78	£7.03	£41.75
07/03/2017	SO	C Lear - Office rent	£400.00	£0.00	£400.00
15/03/2017	DD	SWW - water for Village Green, Exton	£10.46	£0.00	£10.46
15/03/2017	DD	SWW - water for WS Allotments	£33.05	£0.00	£33.05
15/03/2017	DD	SWW - water for Toilets	£89.02	£6.51	£82.51
15/03/2017	DD	SWW - water for Office	£32.53	£2.55	£29.98
		Total	£3,651.97	£62.25	£3,589.72

Financial Summary	
Opening Balance at 1 st April 2016	29,132.15
Receipts to date	80,599.54
Total funds	109,731.69
Payments to date	66,368.82
Net funds	43,362.87
Unpresented cheques	134.84
Receipts not on statement	0.00
Balance at bank statement	43,497.71
30 day account	14,654.71
Treasurers account	<u>28,843.00</u>
	43,497.71

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Budget report February 2017

Receipts	Budget	To date	Balance
VAT Refund	0.00	3,579.12	3,579.12
Precept inc Support grant	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	16.37	-1.37
Allots W	200.00	605.50	-405.50
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	80,599.54	-1,723.37

Payments	Budget	Actual	Balance
Chairman's Allowance	50.00	0.00	50.00
Admin	3,845.00	3,192.53	652.47
Office	6,770.00	5,966.02	803.98
Salaries	19,215.00	15,196.79	4,018.21
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	2,189.34	39.66
Allots W	164.00	235.30	-71.30
Allots WS	1,184.00	1,247.35	-63.35
Grants	493.00	388.00	105.00
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	900.00	1,100.00
Gulliford & WS CLock	400.00	200.00	200.00
Other	0.00	9,206.20	-9,206.20
Flood Resilience	0.00	1,264.18	-1,264.18
Sub Total	66,247.00	62,150.17	4,096.83
VAT (To be reclaimed)	0.00	4,218.65	-4,218.65
Total		66,368.82	

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Appendix 2

Greater Exeter Strategic Plan Consultation: Issues

The local authorities of East Devon, Exeter, Mid Devon and Teignbridge in partnership with Devon County Council are working together to prepare a Greater Exeter Strategic Plan (GESP). This formal statutory document will provide the overall spatial strategy and level of housing and employment land to be provided up to 2040. Please visit www.gesp.org.uk for more information.

Engagement with stakeholders and communities will be critical to the success of the Plan. At this first stage, the authorities are consulting on an initial 'issues document' which, after setting out some background information, looks to explain the scope and content of the plan as well as describing the key issues facing the Greater Exeter area. This early stage of consultation is designed to stimulate debate and the local planning authorities are seeking your views on the scope and content of the plan as well as the key issues facing your area. A number of other associated documents are also being consulted on:

Draft Sustainability Appraisal Scoping Report:

- The Draft Sustainability Appraisal Scoping Report is the first stage of work in undertaking the Sustainability Appraisal (SA) and Strategic Environment Assessment (SEA) for the plan. This process is used to assess the sustainability of the plan content as it develops.

Statement of Community Involvement:

- The joint Statement of Community Involvement (SCI) sets out the approach for consultation in the GESP. The SCI sets out the way in which we will be engaging with communities and other interested parties throughout the process.

The consultation will run from 27 February 2017 until 10 April 2017. To view the consultation material and to make your comments please visit www.gesp.org.uk/consultations/issues/.

A series of exhibitions are being held during the consultation period in the following locations:

Honiton: Mackarness Hall, High Street, 8 March 2017, 2pm-8pm

Tiverton: Mid Devon District Council Office, Phoenix House, Phoenix Lane, 5 March 2017, 2-8pm

Exeter: The Guildhall, High Street, EX4 3EB – Thursday 16 March 2017, 2-8pm

Newton Abbot: Old Forde House, Brunel Road, TQ12 4XX – Thursday 23 March 2017, 2- 8pm

A 'call for sites' has also been arranged to run alongside the consultation. This is a technical exercise which allows interested parties to submit potential sites for development to the Local Authorities. The sites are then assessed to consider whether they are suitable for possible inclusion in the plan. Further information is <http://gesp.org.uk/call-for-sites/>.

The Call For Sites is open to anyone wishing to promote land for housing, economic or other development within the Greater Exeter area through the planning process. Economic development includes offices, industrial uses, storage, distribution, public and community uses and main town centre uses.

A site should only be suggested for housing development if it is capable of accommodating at least 5 dwellings or measures at least 0.15 hectares. A site should only be suggested for economic development if it measures at least 0.25 hectares or is capable of providing at least 500m² of floor space.

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Appendix 3

Dear Parish Clerk.

Devon Link-Up has been working with the support of Devon & Cornwall Police and SAFE the Fire Service charity to co-ordinate the Safe Place scheme in Devon. The Safe Place scheme provides places where vulnerable people can go to ask for help if needed. (for further information see <http://devonlink-up.org/about-safe-place-scheme/>) We are hoping you can provide us with additional funding for this year so we can expand the scheme in your area, supporting vulnerable members of your community.

As a person with a learning disability, I believe it is significant that I am one of the people employed to manage this scheme.

The Devon Link-up Scheme gives adults with a learning disability a safety net for when they are feeling at their most vulnerable, for example if they are lost in a strange town. When you see a sticker in the shop window, you know you can go into the shop and get help. This helps adults with a learning disability explore new places, gives them wider access and greater opportunity for work and leisure. They can stay out later, meet more people and make more friends. This enables vulnerable people to be more active, healthier and happier. It helps adults with a learning disability engage with the wider community, making community stronger. This helps the council provide a supportive and friendly environment, encouraging parents and carers to allow adults with a learning disability more freedom which in turn will increase trade as more people come to the town.

For me personally, the benefits of being a safe place worker means I can get paid work, I can go out and about to places in the community, I also see people and make new friends. I have learnt new skills, for example public presentations in schools and colleges, recruiting shop managers to the scheme as well as learning from visiting other projects.

This has helped me to grow in confidence, the more I do the more I want to do as I enjoy having a significant role in the community, helping people to help themselves.

We are hoping that you will see that this scheme is a genuine asset for the residents of your community and that you might be able to provide us with a contribution of £500 to £1000 to develop the scheme in this coming year.

With thanks,

Catherine Clapp
Safe Places Project Worker.
supported by Jo Morgan, Chief Officer
07808 053992; jomdlup@gmail.com
<https://devonlinkup.wordpress.com/>

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Appendix 4

Hackney carriage and private hire licensing policy review

EDDC's current Hackney Carriage and Private Hire Licensing Policy applies to all hackney carriage and private hire drivers, vehicles and operators and fully explains the council's licensing requirements for all parties in a clear and transparent manner. This policy is now due for review.

Consultation

They are currently carrying out a review of our Hackney Carriage and Private Hire Licensing Policy document. This is to make sure that it complies with government best practice guidance and will provide protection for the public when using taxi services.

A [draft revised policy document](#) has been produced and we are now carrying out an 8 week consultation on this. The consultation is now open to the public and the closing date for submitting consultation responses is 9am on 24 April 2017.

A copy of the draft policy can also be viewed in reception at our council offices in Sidmouth.