

# WOODBURY PARISH COUNCIL

## MINUTES OF A MEETING HELD at 7.30pm on 11th June 2018 IN THE CHURCH ROOMS, WOODBURY

**Present:** Cllrs D Atkins, P Bricknell, Mrs M Edwards, G Jung, Mrs C McGauley (Chairman), G Murrin, R Parr and J Pyne. Cty Cllr R Scott, District Cllr R Longhurst and B Ingham.

**Also present:** 3 members of the public.

<b>18/29</b>	<b>Public Session</b> A member of the public, who owns a mobile pizza business, explained that he had hoped to trade in Woodbury on a Monday evening. He recognised that there were concerns about competing with neighbouring businesses and explained he had chosen Monday because the local Chinese restaurant was closed. Cllr Mrs C McGauley explained that the Council had already made a decision concerning street trading in Woodbury and that decision still stands. The decision could not be reconsidered for another six months. It was, however, suggested that he could look at trading in Woodbury Salterton where the Council felt there was not so much of an issue concerning local businesses in the area.
<b>18/30</b>	<b>APOLOGIES:</b> Cty Cllr J.Trail, Cllr Mrs C Bennett, Mr T Bennett (Tree Warden) Mr G Black (Tree Warden) and Mr P.King (Tree Warden).
<b>18/31</b>	<b>MINUTES:</b> RESOLVED: The Minutes of the meetings held on 14 <sup>th</sup> and 21 <sup>st</sup> May 2018 are confirmed as a correct record and were duly signed by the Chairman.
<b>18/32</b>	<b>DECLARATIONS OF INTEREST:</b> Cllr P Bricknell – Accounts – for reimbursement of expenses related to the installation of goal posts in Woodbury Salterton. Cllr B Jones – Planning – 18/0321/FUL Proposed garage 2 Parkhayes Woodbury Salterton.

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## ACCOUNTS & FINANCES:

a. Payments

RESOLVED: that the following payments be approved:

Date	Chq No	Description	Gross	VAT	Net
16/04/18	2138	DALC - subscription	£656.32	£84.33	£571.99
16/04/18	2139	Woodbury news	£6.00		£6.00
16/04/18	2140	EDF Energy - Woodbury & Exton Greens	£44.95	£2.14	£42.81
14/05/18	2141	Mrs C Lear - top up of rent per cheque no 2134 cancelled.	£160.00		£160.00
14/05/18	2142	Game & Co - Insurance	£916.58		£916.58
14/05/18	2143	DALC - Clerk's training	£48.00	£8.00	£40.00
14/05/18	2144	EDDC - cleaning of toilets	£7,062.34	£1,177.06	£5,885.28
14/05/18	2145	Fencing Stores - shed for WS Primary School	£480.00	£80.00	£400.00
14/05/18	2146	Curtis Web Design - web hosting and support	£165.00		£165.00
14/05/18	2147	Hope Education - Pirate Ship for Woodbury Primary School	£599.99	£100.00	£499.99
14/05/18	2148	Woodbury Primary School PTFA - balance of grant	£702.98		£702.98
14/05/18	2149	Exton Village Hall - room hire	£16.00		£16.00
14/05/18	2150	SSE - electricity at the Toilets	£55.96	£2.66	£53.30
14/05/18	2151	A J Le Riche - salary & expenses April 2018	£613.56		£613.56
14/05/18	2151	Exmouth Copy Centre	£16.00	£2.66	£13.34
14/05/18	2152	D Craig - salary & Expenses - April 2018	£711.42		£711.42
14/05/18	2153	HMRC - Tax & NI April 2018	£136.00		£136.00
14/05/18	2154	D Hinchcliffe - Internal Audit	£250.00		£250.00
14/05/18	2155	Screwfix - Padlock for allotments	£15.99	£2.66	£13.33
14/05/18	2156	Getmapping re Parishes Online	£88.00	£14.80	£73.20
21/05/18	2157	Woodbury Churchlands Trust - room hire	£80.00		£80.00
21/05/18	2158	SNC (Southwest) - repairs to Zip wire, Exton	£570.00	£95.00	£475.00
21/05/18	2159	C Rowsell - overpaid allotment rent	£36.00		£36.00
22/05/18	2160	Bagwells Limited - car park light timers	£267.60	£44.60	£223.00
23/05/18	2161	The Society of Local Council Clerks	£159.00		£159.00
			£13,857.69	£1,613.91	£12,243.78

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b. The Council received and noted the following Financial Summary:

Financial Summary as at 30th May 2018			
Opening Balance			£41,351.83
Receipts			£40,000.28
Total funds			£81,352.11
less, Payments			£15,229.37
Cancelled cheque 2134 presented			£120.00
Net funds			£66,002.74
add, Unpresented cheques			£8,264.93
less, Receipts not on statement			£0.00
Balance at bank			£74,267.67
Met by:			
30 day account			£14,663.80
Treasurers account			£59,603.87
Total			£74,267.67
Difference			£0.00

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c. The Council received and noted the following Budget Report:

Budget Report as at 30th May 2018			
<b>Payments</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>
Chairman's Allowance	£150.00	£0.00	£150.00
General Administration	£3,440.00	£1,670.85	£1,769.15
Office	£6,930.00	£1,000.00	£5,930.00
Salaries & Allowances	£14,260.00	£1,358.93	£12,901.07
Pension Deficit Payment	£15,090.00	£0.00	£15,090.00
Neighbourhood Plan	£1,000.00	£8.00	£992.00
Play Areas	£3,375.00	£475.00	£2,900.00
Environment	£11,620.00	£0.00	£11,620.00
C P & Toilets	£11,600.00	£6,629.58	£4,970.42
Rents etc*	£2,240.00	£736.99	£1,503.01
Allots W*	£825.00	£49.33	£775.67
Allots WS*	£450.00	£0.00	£450.00
Grants	£625.00	£0.00	£625.00
S137	£2,000.00	£73.20	£1,926.80
P3*	£800.00	£0.00	£800.00
Contingency	£700.00	£0.00	£700.00
Comm Grant	£200.00	£0.00	£200.00
Flood Resilience	£0.00	£0.00	£0.00
Coombe Farm Solar fund grants*	£7,278.00	£1,602.97	£5,675.03
Ext Funding	£0.00	£0.00	£0.00
Car Park Resurfacing fund	£1,000.00	£0.00	£1,000.00
Cont for The Arch	£5,000.00	£0.00	£5,000.00
Cont for Gulliford Cemetery	£10,000.00	£0.00	£10,000.00
<b>Sub total</b>	<b>£98,583.00</b>	<b>£13,604.85</b>	<b>£84,978.15</b>
VAT (To be reclaimed)	£0.00	£1,624.52	-£1,624.52
<b>Total</b>	<b>£98,583.00</b>	<b>£15,229.37</b>	<b>£83,353.63</b>

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<b>18/34</b>	<b>CASUAL VACANCY:</b> The Clerk explained that there were three vacancies - two for Woodbury and one for Exton. He explained that he had posted the CVP3 form on the 7th of June 2018 in relation the vacancy arising from Cllr J Burgess' resignation.
<b>18/35</b>	<b>PLANNING:</b> The Council considered the following applications:  EXTON 18/0602/FUL Construction of detached garage/studio. Exton Lodge Mill Lane Exton Exeter. SUPPORTED provided there is a condition that it is not used as a residential dwelling. The amendment is not significant. 18/1172/LBC Retention of conservatory on rear (south west) elevation and double glazed doors. 2 Barton Mews Exton Exeter. SUPPORTED.  18/1081/FUL Creation of 'live/work unit', comprising removal of agricultural building and construction of dwelling and conversion of barn to associated 'work' unit. Exton Top Yard Exmouth Road Exton Exeter. NOT SUPPORTED. Development in the open countryside. Two Cllrs voted to support on the grounds it would improve a local eye sore. Five Cllrs voted to not support.  WOODBURY SALTERTON 18/0321/FUL Proposed garage 2 Parkhayes Woodbury Salterton. NOT SUPPORTED. The proposal represents over-development of the site by virtue of its size and height. Amendments do not address this. Cllr Bricknell recommended a Planning Officer visits the site. Cllr B.Jones was not present for this deliberation. 18/1162/FUL Installation of new two storey modular building to replace existing vehicle damaged building; relocation of other existing modular buildings at Royal Mail Exeter VOC Unit 44, Greendale Business Park. SUPPORTED. But subject to the same conditions of previous planning on the site. 17/2430/MFUL Proposed agricultural building. Land East Of Hogsbrook Farm Woodbury Salterton. NOT SUPPORTED. Cllr G Jung suggested The Parish Council should say they welcome the Agricultural Justification document provided by the applicant, as requested. However, the Parish Council find it difficult to understand how the applicant can provide an Agricultural Statement claiming farm building are redundant due to a reduction of agricultural needs, and within a year, claim that further agricultural buildings are required due to agricultural expansion. The Local Plan D7 Agricultural Buildings and Development section 4 states: 'It has been established that there are no other suitable buildings on the holding or in the vicinity which could meet the reasonable need'.

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<b>18/36</b>	<p><b>APPOINTMENT OF LEAD COUNCILLORS:</b> Deferred to a future Meeting.</p>
<b>18/37</b>	<p><b>CHAIRMAN'S REPORT:</b> Cllr Mrs C McGauley made a note of thanks Mr J Burgess for his service as a Cllr. She also made a note of thanks to Mr Tony LeRiche for his service as Clerk. Concerning planning permission granted for Culvery Cottage she explained that she understood Parishioners frustration but the District Council are guided by formal policy when considering these applications. The Parish Council do not set policy. She explained that she had heard of one council that had decided not to provide planning comments, it might be possible to consider this at some point. She reminded Cllrs that they did a valuable job for the Community and they should now focus on getting new people on board. Cllr Mrs C McGauley reminded Cllrs that the official opening of the MUGA is taking place on the 14th of June starting from 3:30 PM. She encouraged all that could attend to attend.</p>
<b>18/38</b>	<p><b>COUNTY COUNCILLORS' REPORTS</b></p> <p>Cty Cllr R Scott urged Cllrs not to be despondent over planning views that are overruled by policy. He pointed out the Parish Council were Designated Consultees and not Statutory Consultees, such as the Highways or Environment Agencies, which often hold more sway. As such, the Council should consider a more direct dialogue with DDC and EDDC on pressing issues. He encouraged Cllrs to continue their dialogue citing the tremendous work around flood resilience for Woodbury Salterton as an example of how starting conversations with relevant authorities can bring due to benefits. He reminded the Parish Council of the good work they do for the Community.</p> <p>Cty Cllr R Scott reminded the Council about a potential Order to allow declassification of minor roads (which would convert them into public footpath's bridleways and will come under the right-of-way section of the P3 Scheme). He was keen to point out that these were not stipulated by DCC it was merely that he would have the ability to respond to any requests to consider a particular road.</p>
<b>18/39</b>	<p><b>DISTRICT COUNCILLORS' REPORTS</b></p> <p>District Cllr B Ingham explained he understood the frustrations around the Culvery Cottage planning decision, however, he felt that the District Cllrs had acted correctly and within policy. He also noted the importance of having a Village Plan to influence policy. He was keen that a situation is avoided in the future where Parishioners, or the Parish Council, have the perception that District Cllrs have ignored their views. District Cllr B Ingham asked the Clerk if there was any way that District Cllrs could be made fully aware of the Parish Council views on planning applications prior to any particular application being considered. The Clerk explained that as a matter of course, following a full council meeting or a dedicated planning meeting, the following day he provides the Parish Council views, by email, to East Devon District Council in future this email will be copied into District Cllrs. This was considered a practical solution.</p> <p>District Cllr R Longhurst encouraged greater progress on the Neighbourhood Plan and reminded</p>

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Council that it has to be in place by May 2019.

District Cllr G Jung made reference to Culvery Cottage stating the Neighbourhood Plan Team should note the Planning Officers comments regarding the Woodbury Village Design Statement was "out of date".

District Cllr G Jung informed the Council the Secretary of State for the Environment has announced that there is going to be a major consultation on the National Parks and the AONBs. As Woodbury Common is included in the East Devon AONB and the Environment Secretary suggesting another National Park possibly for South Devon. The Parish Council need to consider the implications of any proposals carefully.

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<b>18/40</b>	<p><b>NEIGHBOURHOOD PLAN:</b> Cllr J Pyne reported back that he had had a recent meeting with District Cllr R Longhurst and B Ingham concerning the Plan. He will provide more details at the next full Parish Council Meeting.</p>
<b>18/41</b>	<p><b>GULLIFORD CEMETERY:</b> Cllr D Atkins explained that a similar, but larger, dissenter cemetery in Exeter had received considerable funding for its improvements and noted they have done very good work improving the site. This could hinder Jane Moffat in fundraising activities given a nearby similar cemetery has already received funding. Cllr Atkins reminded the Council that Gulliford will require additional Parish funding.</p>
<b>18/42</b>	<p><b>COMMITTEE MINUTES</b> None</p>
<b>18/43</b>	<p><b>THE ARCH:</b> Cllr D Atkins provided a brief presentation outlining potential improvements to the Arch. This would include installing a new bus stop outside Woodbury garage, repairing the existing bus stop, moving the large planters to the wall by the existing bus stop, pressure washing the wall, re-staining the existing benches and potentially removing one of the benches, providing a Woodbury logo on the bus stop, installing a nearby map of Woodbury's points of interest planting Silver Birch down the central section of the Arch, removing the old planters, removing the old bike stands, removing weeds and slewing the pavement. Cllr Mrs C Mcgauley felt that removing the existing bus stop and replacing it with the same bus stop being considered for the opposite side of the road would provide uniformity to the Arch. Cty Cllr R Scott suggested that if the Parish Council were to consider slewing the payments they can make an application to the Enhancement Fund but the Parish Council will have to get a quote itself if they wanted this to be completed by November. He also noted some existing markings on the pavement suggest BT might be about to dig the pavement and suggested that the Parish Council make enquiries with BT. Cllr Jung brought up the possibility that we will require planning permission to install the bus stops as it is in a Conservation Area.</p> <p>RESOLVED: To undertake these works including the installation of two bus stops with some of the works needing to go to tender.</p>
<b>18/44</b>	<p><b>WW1 COMMEMORATIONS</b> The Clerk provided a presentation outlining a project to commemorate the end of World War 1. This primarily involved digging a new rose bed behind the back of the War Memorial to contain 39 roses in memory of the Fallen. Cllr Mrs C McGauley expressed concern that this could easily get damaged and did not focus on other areas of the Green that could benefit.</p> <p>RESOLVED: To call a meeting for all interested parties to review potential new options.</p>

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<b>18/45</b>	<b>PARISHES TOGETHER FUND</b> Deferred.
<b>18/46</b>	<b>POLICING</b> The Council considered nominating a Parish Cllr for inclusion on the Exmouth Police Local Action Group. Cllr P Bricknell asked about how long often it met. Cty Cllr R Scott explained they met once a month. Cllr P Bricknell expressed interest in joining the Local Action Group.  RESOLVED: Cllr P Bricknell nominated as the Woodbury Parish Councillor for inclusion on the Exmouth Police Local Action Group and for the Council to invite Antonia Weeks (the Inspector for the Woodbury area) to the next full Meeting.
	<b>CLLRS' QUESTIONS:</b>  A brief discussion was held about hedging and the need for it to be cut back in certain areas during this heavy growing period. The Clerk was provided with the necessary paperwork to require overgrown hedges on private land to be cut back, when appropriate.

Meeting closed at 9.45 pm

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