

Dear Councillor

You are required to attend the Annual Meeting of Woodbury Parish Council to be held in the Church Rooms, Woodbury, on **Monday 13th May 2019 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.



David Craig,
Clerk & RFO.

A G E N D A

	PUBLIC SESSION
1	ELECTION OF CHAIRMAN: To elect the Chairman for 2019/20. The Chairman will sign a Declaration of Acceptance of Office.
2	ELECTION OF VICE-CHAIRMAN: To elect a Vice-Chairman for 2019/20. The Vice-Chairman will sign a Declaration of Acceptance of Office.
3	NEW CLLR: To welcome Mr Simon Andrews as a new Cllr representing Woodbury Salterton.
4	DECLARATIONS OF INTEREST: To receive any declarations of interest in any part of these proceedings including District Councillors' declarations.
5	APOLOGIES FOR ABSENCE: To receive any apologies for absence.
6	CO-OPTING TWO NEW CLLRS: To consider co-opting: <ol style="list-style-type: none"> 1. Mr Richard Cullen 2. Ms Daniela Mayerova 3. Mr Richard Parr <p>There are <u>two</u> vacancies. Cllrs can choose <u>two</u> of the above candidates and a vote will be taken by show of hands.</p>
7	ELECTION OF MEMBERS TO COMMITTEES/WORKING PARTIES: To nominate and elect members to serve on committees. There should be at least one representative Ward Councillor on each of the committees. Details of last year's membership are set out below.

8	<p>APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES: Details of last year's appointments are set out below.</p>
9	<p>MINUTES: To receive and confirm as a correct record, the Minutes of the meetings held on 8th April 2019 and 29th April 2019.</p>
10	<p>ACCOUNTS & FINANCES: To receive verbal update from the Clerk. The Financial Report for the month ended 30th April 2019 will be presented at the Meeting held on Tuesday 28th May 2019.</p>
11	<p>CHAIRMAN'S REPORT: To receive a report by the Chairman.</p>
12	<p>PLANNING: <i>Applications for consideration at this meeting:</i></p> <p>EXTON - none</p> <p>WOODBURY - none</p> <p>WOODBURY SALTERTON</p> <p>19/0615/FUL Construct retaining wall between extended parking area and garden at front of property; extend existing fence along north east and south west elevation boundaries; construct new fence and gates along south west and north east boundaries and replace dormer window on front (north west) elevation 3 School Cottages Woodbury Salterton Exeter EX5 1PG.</p> <p>19/0616/LBC Demolish existing lean-to carport; block up existing ground floor window on side (south west) elevation; replace 1no. door on front (north west) elevation; replace 1no. dormer window and 2no. ground floor windows and install roof tile vent on front (north west) elevation; replace cladding on single storey side extension; internal cladding of walls in entrance porch and utility area; re-roof single storey lean-to and install 2no. rooflights; replace roof on shed, replace 1no. window and install vent on side (south west) elevation external re-rendering on north west elevation; re-rendering of garden boundary wall and extend existing fence along north east and south west elevation boundaries; construct new fence and gates along south west and north east boundaries and replace dormer window on front (north west) elevation 3 School Cottages Woodbury Salterton Exeter EX5 1PG</p> <p>19/0577/LBC Remove brick fire surround in lounge; remove paint from ceiling beams and fireplace beams in lounge and replace kitchen door 3 School Cottages Woodbury Salterton Exeter EX5 1PG.</p> <p>19/0868/VAR Variation of Condition 2 (Approved Plans) on 17/0990/RES (reserved matters application for the construction of a dwelling pursuant to outline approval 14/2969/OUT) to allow internal layout changes, elevational and fenestration changes and changes to external finishes, and variation of conditions 3, 4, 5, 6, 8, 9, 10, 11 and 12 of application 17/0990/RES following the submission of information to discharge these conditions. Bridge Farm Stony Lane Woodbury Salterton Exeter EX5 1PP.</p> <p>19/0784/FUL Demolition of existing farmhouse and replacement with 3no. "workers' cottages" and associated car parking, landscaping, bin store and ancillary works Greendale Farm Greendale Lane Clyst St Mary Exeter EX5 1AW</p>
13	<p>CHAIRMAN'S REPORT: To receive a report by the Chairman.</p>

14	PARISH COUNCILLORS' REPORTS: To receive updates from any committee or liaison meetings attended by Cllrs since the last full council meeting.
15	COUNTY COUNCILLORS REPORTS
16	DISTRICT COUNCILLORS REPORTS
17	NEIGHBOURHOOD PLAN: To receive a verbal update from Cllr John Pyne
18	COUNCILLORS' QUESTIONS: To allow topics & questions. <i>Please note, no decisions may be made under this item.</i>



WOODBURY PARISH COUNCIL COMMITTEES & WORKING PARTIES 2018/19

COMMITTEE	MEMBERSHIP
Estates and Assets Committee To monitor and review all assets of the Parish Council (hedges, trees, seats etc), other than the Allotments & the Gulliford Burial Ground: <i>(minimum of 7 Parish Council Members plus representatives of Tree, Play Area and Parish Paths Wardens)</i>	Cllr Mrs C McGauley (Chairman), Cllr D. Atkins, Cllr P Bricknell, Cllr Mrs C Bennett, Cllr B Jones, Cllr G Jung, Cllr G Murrin, Cllr R Parr, Cllr J Pyne plus representatives of Tree, Play Areas and Parish Footpath Wardens.
Staffing, Strategy and Policy Committee tendering processes and procedures; producing and reviewing relevant policies, including Risk Assessments: <i>(4 Members)</i>	Cllr Mrs M Edwards (Chairman), Cllr Mrs C McGauley, Cllr Mrs C Bennett, Cllr P Bricknell, Cllr M Hesketh.
Neighbourhood Plan Steering Group	Cllrs J Pyne (Chairman), R Bartlett, Mrs M Edwards, B Jones & Mrs C McGauley, plus members of the local community
Allotments Committee management of the allotments - lettings, division of plots, strimming of paths, water supply etc but do not include hedges/trees etc or any other item falling under Estates & Assets Management: <i>(4 members plus 2 community representatives from each of the two management committees of allotment holders)</i>	Cllrs D Atkins, R Bartlett, P Bricknell & Mrs C McGauley. plus community representatives from each of the two allotment holders management committees
Gulliford Joint Committee all aspects of the Gulliford Burial Ground in partnership with Lympstone Parish Council: <i>(3 members plus 1 community representative from each Council)</i>	Cllrs P Bricknell, Mrs C McGauley, G Murrin & J Pyne
Standards Committee	Chairman, Vice Chairman and 2/3 additional members as appropriate

OUTSIDE BODIES

Woodbury Village Hall Committee
Airport Consultative Committee
Exmouth Police Local Action Group
Oil Mill Lane Residents Association
Crealy Liaison Committee
Exe Estuary Management Committee
Blackhill/Venn Ottery Quarries Liaison Group
ALRUG

PARISH COUNCIL REPRESENTATIVE

Cllr Mrs M Edwards
Cllr R Bartlett
Cllrs P Bricknell
Cllrs P Bricknell & Mrs C McGauley
Cllr B Jones replaced by Cllr D Atkins
Cllr G Murrin
Cllr G Murrin
Cllr Atkins

**MINUTES OF A MEETING HELD at 7.30pm on
8th April 2019 in the CHURCH ROOMS, WOODBURY.**

Present: Cllrs D Atkins, R Ball, Mrs C Bennett, P Bricknell, M Hesketh, G Jung, Mrs C McGauley (Chairman), G Murrin and J Pyne. Cty Cllr R Scott.

Also present: Four members of the public. T Bennett (TW).

	<p>Public Session</p> <p>A member of the public spoke on 19/0619/FUL explaining that the plans are for a hobbies room and could not be used as a residential dwelling, the building will be timber clad with dimensions in keeping, adding that no trees will be damaged as a result.</p> <p>Cllr J Pyne spoke on 19/0658/TCA explaining that this re-pollarding work is required every four to five years.</p>
19/215	APOLOGIES: Cllrs Mrs M Edwards, B Jones & R Parr. Cty Cllr J Trail. Dst Cllrs B Ingham & R Longhurst.
19/216	MINUTES: RESOLVED. The Minutes of the Meetings held on 11 th March and 25 th March 2019 were confirmed as a correct record and signed by the Chairman. AIF.
19/217	DECLARATIONS OF INTEREST: Cllr J Pyne in relation to 19/0658/TCA.
19/218	ACCOUNTS & FINANCES: RESOLVED: The Council reviewed and noted the Financial Report to 31 st March 2019 and the payments set out in section 6 were approved. AIF
19/219	<p>PLANNING:</p> <p>EXTON 19/0614/LBC Removal of gas fire, surround and hearth in sitting room and make good recess 2 Barton Mews Exton Exeter EX3 OPP. SUPPORT. AIF.</p> <p>WOODBURY 19/0658/TCA T1, Ash: Re-pollard at historic points. The Rowans Broadway Woodbury Exeter EX5 1NR. SUPPORT. Represents sensible maintenance of the tree that happens every 4/5 years. AIF. 19/0619/FUL Construction of detached garage/store. Brockways Woodmanton Woodbury Exeter EX5 1HG. SUPPORT. Not overlooking. Provided it is not used as a residential dwelling. AIF.</p> <p>WOODBURY SALTERTON <i>None</i></p>

19/220	<p>CHAIRMAN'S REPORT:</p> <p>Cllr C McGauley congratulated Cllrs on being re-elected explaining that Cllr R Parr and Mr Richard Cullen will need to be co-opted at the AGM. In all the Council will have a full complement of 13 councillors.</p> <p>Cllr C McGauley expressed the need to review parking policies at the Flower Street car park and felt there was a need to meet with the Village Hall and the Bridge Club. The Clerk to speak to Cllr Mrs M Edwards about organising a meeting.</p> <p>Cllr C McGauley suggested the idea that there was a rotation between Woodbury, Woodbury Salterton and Exton as the venue for Council Meetings this year. This was well received. Clerk to investigate.</p>
19/221	<p>PARISH COUNCILLORS' REPORTS:</p> <p>Cllr J Pyne explained that he had attended a recent meeting of the Gulliford Joint Committee. The stones of the fallen wall had been neatly stacked and a concrete strip foundation had been put in. In terms of the complete restoration the committee were preparing to apply for grant funding as well as working on terms of reference for the restoration with the intention of putting the works out to tender. There still remained a question as to what specific entity should apply for the grant. This was also important when considering insurance for Gulliford. Cllr P Bricknell explained he had offered a 2.5 kw generator to the existing contractor, rebuilding the fallen wall, in order to save on costs.</p> <p>Cllr P Bricknell explained he had attended a recent Greendale meeting. There are a few empty units. Other than building refurbishment there are no other works taking place. The application for refrigerated units is going to be resubmitted.</p>
19/222	<p>COUNTY COUNCILLORS' REPORTS</p> <p>Cty Cllr R Scott congratulated the council on being re-elected. He and Cty Cllr J Trail look forward to working with the council next year.</p>
19/223	<p>DISTRICT COUNCILLORS' REPORTS</p> <p>Dst Cllr G Jung explained that the Air Ambulance sites has been assessed. Funding would likely come from crowdfunding with a requirement that there is initially 25% upfront funding.</p>

19/224	<p>NEIGHBOURHOOD PLAN:</p> <p>Cllr J Pyne explained that things were progressing slowly. Funding will not be clearer until the end of May 2019. He expressed a need for a system whereby all parishioners are able to see a copy of the NP. Cllr C McGauley re-iterated the need for affordable and generational housing within the NP.</p>
19/225	<p>NEW SLIDE FOR WOODBURY SALTERTON: RESOLVED. To accept the quote from Sovereign with the Clerk to investigate whether any costs savings can be made on Council Welfare. AIF</p>
	<p>COUNCILLORS' QUESTIONS: <i>None</i></p>

Meeting closed 8.40 pm

**MINUTES OF A MEETING HELD at 7.30pm on
29th April 2019 in the CHURCH ROOMS, WOODBURY.**

Present: Cllr R Ball, P Bricknell, G Jung, Mrs C McGauley (Chairman), G Murrin, R Parr and J Pyne.
Cty Cllr R Scott & Jeff Trail.

Also present: Five members of the public.

19/226	<p>Public session</p> <p>Members of Plutus Energy spoke in relation to 19/0591/MFUL. Explaining the project was designed to manage energy to the National Grid with the ability to provide energy at short notice. They explained that the site was 400 metres from the nearest dwelling, should not provide noise and there would be a cut off time for operations at 10.30 pm. They felt it was a tidy tucked away site that involved the planting of 19 new trees and 200 metres of hedgerow for added obscurity. They explained Woodbury had a unique sub-station suitable for the project and any road closure for installation would be some four to six weeks. It was also mentioned that there was an opportunity for a community fund to be negotiated should an installation take place.</p>
19/227	<p>APOLOGIES FOR ABSENCE: Cllrs D Atkins, Mrs C Bennett, Mrs M Edwards, M Hesketh and B Jones.</p>
19/228	<p>DECLARATIONS OF INTEREST: Cllr G Jung in relation to 09/0824/CM; R Parr in relation to 19/0591/MFUL and 19/0715/FUL.</p>
19/229	<p>PLANNING:</p> <p>EXTON – 19/0475/FUL Demolition of an existing bungalow and construction of a replacement two-storey dwelling Hedgerow Green Lane Exton Exeter EX3 0PW. SUPPORT. AIF. 19/0734/FUL Construction of first floor extension and application of timber cladding to part south east and north east elevation Kilmorae Exton Exeter EX3 0PP. SUPPORT. AIF.</p>

WOODBURY

19/0699/FUL | Conversion and first floor extension over an existing attached garage | 52 Fulford Way Woodbury Exeter EX5 1PD. SUPPORT. AIF.

18/2337/RES | Reserved matters application for the construction of 5 no. dwellings, seeking approval of access, appearance, landscaping, layout and scale (pursuant to outline planning consent 16/1249/OUT) | Land Adjacent To Trederwen Town Lane Woodbury. NOT SUPPORTED. Although WPC note that the amendments go some way to addressing concerns. AIF.

19/0715/FUL | Change of use of first floor to office, including the installation of 3 no. windows | St Davids Dispensary (Home Farm) Nutwell Road Lymptone Exmouth EX8 5AN. SUPPORT. Sensible conversion providing six new jobs in the parish. AIF.

19/0736/TCA | Pittosporum: Reduce in height to approximately 1.8 metres. Conifer: Fell Cherry: Reduce in height down to approximately 3.6 metres. | Claremont Cottage Mirey Lane Woodbury Exeter EX5 1DX. NOT SUPPORTED. No objection to Conifer: Fell & Cherry: Reduce in height down to approximately 3.6 metres. However, proposed reduction of Pittosporum is not supported as it is felt it is excessive. Resultant height should be in excess of three metres post works. AIF.

19/0544/FUL | Regrading of bank and erection of 1.8m high closeboard fence | St Swithuns Church Church Stile Lane Woodbury. NOT SUPPORTED. Whilst noting the poor condition of the retaining wall WPC feel it would be best to agree a solution by consulting with the owner of 1 Broadmead. AIF.

19/0591/MFUL | Installation of 20 self contained natural gas engine driven electricity generators for the provision of flexible electricity generation, 2 switch rooms, 1 gas governor, 1 transformer, 4 metre high acoustic fence and landscaping, including screening bund | Land South Of Woodbury Business Park Woodbury EX5 1LD. NOT SUPPORTED. Would be regarded more favourably if advantage is taken of the topography to position it lower in the valley. A fully independent report on noise and pollution is provided for EDDC. Timing restrictions are clearly and legally defined; WPC would have objections to generators operating beyond 10.30 pm. Four in favour and three abstentions.

19/0573/LBC | Replacement of 5no. windows and repairs to the sub-frames of 5no. windows and 1no. door on north west, south west and south east elevations | Woodbury C Of E Primary School Castle Lane Woodbury Exeter Devon EX5 1EA. SUPPORT. Subject to the approval of the Conservation Officer. AIF.

19/0810/FUL | Construction of single storey front and side extensions and raised decking to the rear. | 1 Broadmead Woodbury Exeter EX5 1HR. SUPPORT. AIF.

19/0837/FUL | Construction of single storey front, side and rear extensions | Grange House Woodbury Exeter EX5 1LG. SUPPORT. Five for, two against.

WOODBURY SALTERTON –

19/0733/FUL | Construction of two storey side extension. | 47 Sages Lea Woodbury Salterton Exeter EX5 1RA. SUPPORT. Subject to the applicant using roofing tiles and brick work that matches the existing structure. AIF.

Variation of planning condition 8 of planning permission 09/0824/CM, relating to on- site operational hours at Unit 42, Road to Greendale Business Park, Greendale Business Park, Woodbury Salterton, EX5 1EW. SUPPORT. On the condition it remains a waste transfer site operated by Suez and no external operations take place within this extended time period.

19/230	GRASS CUTTING: RESOLVED. To appoint StreetScene/EDDC with some minor amendments to Woodbury Salterton cutting. AIF.
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Meeting closed 9.15 pm.

Schedule for Grass Cutting

Requirement

Woodbury Parish Council is responsible for the routine maintenance of various locations within three villages: Woodbury, Woodbury Salterton and Exton with the areas specified below:-

WOODBURY

1. Village Green. Cut grass. *Spray paths for weeds and moss, four times through the season.*
2. Village Green Children's play area. *Strimming and raking around the play equipment.*
3. Area to side of Village Green in front of April Cottage and Cottage garage.
4. Church Stile Lane, small verges between the picket fencing of the Village Green play area to roadway, pathway verges between Village Green and Church Stile Lane.
5. Area outside the fence of the Old Fire Station – *Strim twice per year. Carefully cut ivy off the building.*
6. Area of grass opposite the Church Rooms and Town Lane.
7. Green Spot Greenway/Town Lane.
8. Cricket Field, Town Lane boundary area only left as **wild area**.
 - a. *Note: The Cricket Club is responsible for mowing the area within the pitch boundary. The Community Orchard area of approximately one acre at the north end of the field will not require cutting. The remainder of the field, including the area to the right of the entrance to be included within the contract but left as a wild area and be cut twice a year in March/April and August.*
9. Woodbury Recreation Field (Town Lane/Orchard Close)
10. Two verges at the ends of Parkway. *Look out for saplings or whips planted by residents.*
11. Pound Cross Woodbury.
12. Both areas of Orchard Close at the junction of Town Lane. *Orchard Close at the entrances to the Playing Field cut back visibility splay – approx. 20m either side.*
13. Grass verge by the Cavanna homes development Broadway.
14. Layby on The Broadway outside Heatherdene.
15. Area by seat at the entrance to Fulford Way.
16. Flower Street car park. *Strim the banks three times per year. Spray the edges every six weeks through the growing season and remove any large weeds. Mow the grassed area in front of the toilets. The Clerk will close the car park in August to allow a full strim and clearance.*

WOODBURY SALTERTON

17. The Plantation, Village Road from the Post Office following stream to culvert opposite the Primary School (outside fence only).
18. Play Area, New Way, all this area - Strim narrow path situated between the play area and 17 New Way (path leads from New Way to Stony Lane).
19. The New Plantation, Higher Road, one metre wide area running parallel with highway adjacent to small path leading to Parkhayes, the remainder of this area to be cut twice annually and left as **wild area**.
20. Allotments main area. *Four times a year.*
- 20a. Bonds Lane Corner, where it abuts Village Road.

EXTON

21. Play area, Station Road, excluding land under trees to be left as **wild area** and cut twice annually. *Banks on North and East side to be trimmed regularly. Southern boundary – keep banks clear.*
22. Grass verge on the corner of the play area adjacent to the Puffing Billy public house.
23. Bus shelter and bench area main A376 towards the top of village near petrol station.
24. Very small verge at the top of Exton Lane, South of junction, partway through the village west of the main road. Small area (about 15 sq m) at the junction of the North side of Station Road and the A376

WOODBURY PARISH COUNCIL

Woodbury Areas

Location / work required	Mow	Strim	Pick up (every cut)	Regular Cuts to (max 20)
1. Village Green Greenway	Yes	Yes	Yes	20
2. Play Area Greenway	Yes	Yes	Yes	20
3. April Cottage and Garage	Yes	Yes	*	20
4. Church Stile Lane	Yes	Yes	*	20
5. Old Fire Station	No	Yes	Yes	2
6. Church Rooms Town Lane	Yes	Yes	*	20
7. Green Spot Town Lane	Yes	Yes	*	20
8. Cricket Field Town Lane	Yes	If reqd	No	2
9. Woodbury Recreation Field	Yes	If reqd	No	20
10. Two Verges Parkway	Yes	Yes	*	20
11. Pound Cross	Yes	Yes	*	20
12. Areas Orchard Close	Yes	Yes	*	20
13. Cavanna Homes Verge	Yes	If reqd	*	20
14. Lay-by Broadway	Yes	Yes	*	20
15. Seat Fulford Way	Yes	Yes	*	20
16. Flower Street Car Park	No	Yes	Yes	4

Woodbury Salterton Areas

Location/Work Required	Mow	Strim	Pick up (every cut)	Regular Cuts to (max 20)
17. The Plantation Village Road	Yes	Yes	*	20
18. Play Area New Way	Yes	Yes	Yes	20
19. New Plantation Higher Road	Yes	Yes	*	20
20. Allotments Protected area	Yes	If reqd	No	2
20a. Bonds Lane Corner	Yes	Yes	*	20

WOODBURY PARISH COUNCIL

Exton Areas

Location/Work Required	Mow	Strim	Pick up (every cut)	Regular Cuts to (Max 20)
21. Exton play area, Station Road	Yes	Yes	Yes	20
21a. Wild area – play area	Yes	Yes	No	2
22. Verge Puffing Billy	Yes	Yes	*	20
23. Bus Shelter & bench A376	Yes	Yes	*	20
24. Verge Exton Lane	Yes	Yes	*	20

All wild areas must be cut twice per annum in March/April (or early May) and August.

The Plantation area on Village Road Woodbury Salterton, must be cut no earlier than 1st May in order to preserve the naturalised daffodils.