

WOODBURY PARISH COUNCIL

Tuesday 30th June 2020

Minutes of a meeting of Woodbury Parish Council, held remotely, on Monday 29th June 2020 at 7.30 pm.

Present: Cllrs S Andrews, R Ball, P Bricknell, R Cullen, M Hesketh, G Jung, Mrs C McGauley (Chairman), G Murrin, R. Parr and J Pyne. Cty Cllr R Scott.

20/42	APOLOGIES: Cllr D Atkins, Dst Cllr B Ingham and Cty Cllr J Trail.
20/43	DECLARATIONS OF INTEREST: <i>None.</i>
20/44	ELECTION OF CHAIRMAN: RESOLVED. Cllr Mrs C McGauley elected Chairman. AIF
20/45	ELECTION OF VICE-CHAIRMAN: RESOLVED. Cllr P Bricknell elected Vice-Chairman. AIF.
20/46	NEW MEMBERS FOR THE STAFFING, STRATEGY & POLICY COMMITTEE: Cllr R Ball and R Parr appointed to the SS&P Committee. AIF.
20/47	ACCOUNTS & FINANCES: RESOLVED. The Financial Report to 31 st May 2020 approved. AIF.
20/48	<p>CHAIRMAN'S REPORT: Cllr Mrs C McGauley informed WPC that Mrs C Bennett had resigned from WPC due to family and work commitments and will be missed as an effective WPC Cllr. Clerk to post co-option process notices.</p> <p>Cllr Mrs C McGauley underlined the importance of the Puffing Billy having all licences and insurance in place if they are to use a sectioned off area of the Exton play area for trade which allows social distancing.</p>
20/49	<p>PARISH COUNCILLORS' REPORTS: Cllr Mrs C McGauley explained that WCPF has now 'acquired' the changing room from the disbanded Woodbury Football Club. The Maytree Preschool move to the Scout Hut has been a success but there is a need for additional storage space. WCPF are looking at creating a dry space in the changing rooms.</p> <p>Cllr G Murrin explained he had a forthcoming meeting with the Environment Agency and Highways to make progress on the flooding problems in Exton. He felt the only viable solution would be to dig out the river. He added that it will take a combined political effort to get the Environment Agency to take a proactive approach to this.</p> <p>Cllr G Murrin noted the amenity trail through Exton has become increasingly dangerous due to its heavy usage by cyclists yet there is no form of safety policy in operation. Clerk to write to Cllr Stuart Hughes concerning this.</p>

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20/50	COUNTY COUNCILLORS' REPORTS: Cty Cllr R Scott explained that the Goodmores Farm proposed development (317 residential apartments – including 16 affordable – associated roads, open space and the provision for serviced land for mixed employment or commercial use, near the junction between Hulham Road and Dinan Way) had originally contained plans for a primary school. It has now been decided that the addition of a school is not necessary.
20/51	DISTRICT COUNCILLORS' REPORTS: Dst Cllr G Jung explained the draft Greater Exeter Strategic Plan ('GESp') has been published for Autumn consultation. It is an eight week consultation over the draft policies and site options document. Feedback from that would then be collated with the policies revised and the site options narrowed to produce a final plan, which would have been submitted for examination in 2022. Dst Cllr G Jung noted there is a significant potential impact for the Parish with developments proposed for Hill Barton (10,000 units), Greendale (1,300 units) and Oil Mill Lane (4,000 – New Garden Village).
20/52	NEIGHBOURHOOD PLAN: Cllr J Pyne explained that Zoom meetings continue on a fortnightly basis. The team are in contact with the Woodbury Community Group to help formulate, within the NP, how the Parish adapts to climate change.

Meeting closed 8.20 pm.

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WOODBURY PARISH COUNCIL FINANCIAL REPORT

1ST APRIL 2020 TO 31ST MAY 2020

1. Summary of Income:-

Summary of income to 31st May 2020	Amount
PRECEPT	£41,933.00
EAST DEVON DC COVID RATES RELIEF	£10,000.00
CIL	£1,525.84
VAT REFUND	£10,542.78
ALLOTMENTS	£205.05
Total income as at 31st May 2020	£64,206.67

2. Summary of Expenditure to Budget:-

Budget Category	Budget 2020/21	Expenditure	Balance	% Utilised
CHAIRMAN'S ALLOWANCE	£150.00	£0.00	£150.00	0.0%
GENERAL ADMINISTRATION	£4,705.00	£1,439.37	£3,265.63	30.6%
OFFICE	£7,020.00	£1,067.00	£5,953.00	15.2%
SALARIES & ALLOWANCES	£18,720.00	£3,039.91	£15,680.09	16.2%
NEIGHBOURHOOD PLAN	£950.00	£0.00	£950.00	0.0%
PLAY AREAS	£9,000.00	£25.15	£8,974.85	0.3%
ENVIRONMENTAL COSTS	£17,420.00	£258.00	£17,162.00	1.5%
TOILETS & CAR PARK	£13,300.00	£968.81	£12,331.19	7.3%
GENERAL RENTS, RATES & SUBS	£710.00	£775.01	£-65.01	109.2%
ALLOTMENTS	£0.00	£449.65	£-449.65	n/a
CONTINGENCIES	£700.00	£0.00	£700.00	0.0%
GULLIFORD JOINT COMMITTEE	£200.00	£200.00	£0.00	100.0%
CAR PARK RESURFACING FUND	£1,000.00	£0.00	£1,000.00	0.0%
THE ARCH	£2,000.00	£0.00	£2,000.00	0.0%
COMMUNITY GRANT SCHEME 2020	£2,000.00	£0.00	£2,000.00	0.0%
GRANTS TO OUTSIDE BODIES	£611.00	£0.00	£611.00	0.0%
PRECEPT REQUIREMENT 2020 (1)	£78,486.00	£8,222.90	£70,263.10	10.5%
COOMBE SOLAR FARM FUND 2020/21 (2)	£9,278.00	£0.00	£9,278.00	0.0%
COOMBE SOLAR FARM FUND 2019/20 RESIDUAL	£850.00	£850.00	£0.00	100.0%
CIL	£5,866.13	£0.00	£5,866.13	0.0%
P3 SCHEME	£527.12	£88.55	£438.57	16.8%
TOTAL	£95,007.25	£9,161.45	£85,845.80	9.6%

(1) less £5,380, being the recovery of costs related to the repair of the Gulliford wall, total Precept requirement was £83,866 (2020/21)

(2) increased by £2,000 as not fully awarded in 2019/20

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3. Bank Reconciliation:-

WPC Bank Balances as at 31st May 2020	Balance
TSB Club, Charirty & Trust Account as at 1st April 2020	£52,688.73
<i>add income to 31st May 2020</i>	£64,206.67
<i>less expenditure to 31st May 2020</i>	-£9,161.45
<i>less Instant Access bank transfer</i>	-£24,753.68
TSB Club, Charirty & Trust Account as at 31st May 2020	£82,980.27
TSB Business Instant Access as at 1st April 2020	£25,225.05
<i>add income to 31st May 2020</i>	£41.87
<i>add Instant Access bank transfer</i>	£24,753.68
<i>less expenditure to 31st May 2020</i>	£0.00
TSB Business Instant Access as at 31st May 2020	£50,020.60
Total WPC Bank Balance as at 31st May 2020	£133,000.87

4. Earmarked Balances:-

Earmarked balances	Estimated amount
ADDITIONAL WORKS TO THE ARCH	£5,000.00
ESTIMATED PAST CONTRIBUTION FOR BMX TRACK	£1,500.00
RESILIENCE UNSPENT	£2,200.00
CIL	£7,391.97
TOTAL EARMARKED BALANCES	£16,091.97

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5. Transactions since last report:

Apr-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
12	30/04/2020	CHQ	315 DCC EXE ESTUARY MANAGEMENT	£106.00		£113,410.99
	29/04/2020	FPI	TUMMON A+C ALLOTMENT 20A WOODBURY		£11.00	£113,516.99
11	29/04/2020	CHQ	312 REDWOODS ACCOUNTING SERVICES	£288.00		£113,505.99
	29/04/2020	DC	EAST DEVON DC COVID RATES RELIEF (MAY NEED TO BE REPAID)		£10,000.00	£113,793.99
10	28/04/2020	DD	TELESIS LTD OFFICE PHONE	£31.81		£103,793.99
	27/04/2020	FPI	Anita Lavis Allotment 2 Lavis Woodbury		£22.00	£103,825.80
	26/04/2020	FPI	H Wood Plot 20 WS		£20.00	£103,803.80
	24/04/2020	FPI	Phaby Brian PLOT 3 WOODBURY		£31.00	£103,783.80
	23/04/2020	DC	EAST DEVON DC CIL PAYMENT		£1,525.84	£103,752.80
	17/04/2020	FPI	GRAHAM RAWLINGS WS plot 11		£20.00	£102,226.96
	17/04/2020	SO	DUFF BR PLOT 22 WOOD SALT		£20.00	£102,206.96
9	17/04/2020	DD	NEST REFERENCE: IT000004450065	£69.96		£102,186.96
8	15/04/2020	DD	BRITISH GAS TRADING REFERENCE: BGL0054664-0049574	£67.23		£102,256.92
	15/04/2020	DC	HMRC VAT REFUND REFERENCE: XSV126000100092		£10,542.78	£102,324.15
7	09/04/2020	CHQ	299 CDE TOWN LANE 2	£60.00		£91,781.37
	07/04/2020	FPI	GODDARD S&C 16&17B GoddardPlot		£22.00	£91,841.37
	07/04/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£91,819.37
6	06/04/2020	CHQ	302 BAGWELLS FLOWER STREET TOILET REPAIRS	£407.54		£92,259.37
5	06/04/2020	CHQ	307 HMRC MARCH 20	£298.48		£92,666.91
4	02/04/2020	CHQ	306 D CRAIG MARCH 20 SALARY	£1,369.16		£92,965.39
3	02/04/2020	CHQ	303 D CRAIG PAYMENTS TO CLOSE PLAY PARKS	£88.55		£94,334.55
	01/04/2020	SO	Hester Nigel Plot 14		£20.00	£94,423.10
	01/04/2020	SO	STANDING ORDER ALLOTMENTS		£18.00	£94,403.10
2	01/04/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£117.60		£94,385.10
1	01/04/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£119.03		£94,502.70
	01/04/2020	DC	EAST DEVON DC PRECEPT		£41,933.00	£94,621.73

May-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
28	27/05/2020	CHQ	314 P BRICKNELL WOOD SALT ALLOTMENT EXPENDITURE	£26.65		£82,980.27
27	27/05/2020	DD	TELESIS LTD OFFICE PHONE	£31.12		£83,006.92
26	22/05/2020	CHQ	325 SAXON FENCING WOODBURY ALLOTMENTS 2019/20 SOLAR FUND	£850.00		£83,038.04
25	20/05/2020	CHQ	322 DARTMOOR TREE SURGEONS 2019-20 ALLOTMENT STRIMMING	£279.00		£83,888.04
24	20/05/2020	CHQ	321 DARTMOOR TREE SURGEONS 2016-18 ALLOTMENT STRIMMING	£144.00		£84,167.04
	19/05/2020	FPI	SMEATHAM A 2020 PLOT 7B WOODBURY		£11.00	£84,311.04
23	19/05/2020	CHQ	318 CAME & CO WPC ANNUAL INSURANCE	£991.37		£84,300.04
22	18/05/2020	DD	NEST REFERENCE: IT000004450065	£47.62		£85,291.41
21	15/05/2020	DD	BRITISH GAS SUPPLY TO THE OFFICE	£56.84		£85,339.03
20	13/05/2020	CHQ	323 WPC FUNDING OF CHURCH CLOCK WOODBURY	£198.00		£85,395.87
	13/05/2020	CHQ	324 WPC TRANSFER TO TSB INSTANT ACCESS ACCOUNT	£24,753.68		£85,593.87
19	12/05/2020	CHQ	319 SSE SUPPLY TO FLOWER STREET TOILETS	£80.64		£110,347.55
18	12/05/2020	CHQ	317 HMRC APRIL 20	£146.26		£110,428.19
17	12/05/2020	CHQ	313 DALC MEMBERSHIP	£669.01		£110,574.45
16	07/05/2020	CHQ	305 ADAM CURTIS WEBSITE UPDATES	£160.00		£111,243.46
	07/05/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£111,403.46
15	06/05/2020	CHQ	308 WPC GULLIFORD 2020 CONTRIBUTION	£200.00		£111,843.46
14	06/05/2020	CHQ	316 D CRAIG APRIL 20 SALARY	£1,108.43		£112,043.46
	05/05/2020	CHQ	EXMOUTH WAYLEAF PAYMENT		£10.05	£113,151.89
13	04/05/2020	CHQ	311 EDF SUPPLY TO EXTON PLAY AREA	£25.15		£113,141.84
	01/05/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£113,166.99
	01/05/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£113,286.99



Clerk & RFO.
19th June 2020.