

WOODBURY PARISH COUNCIL

Monday, 3rd August 2020

Dear Councillor

You are required to attend a meeting of Woodbury Parish Council, to be held remotely via Zoom, on Monday, 10th August 2020 at 7.30 pm. The business to be transacted at the Meeting is set out below.

Members of the public are welcome to attend this meeting via Zoom, meeting details are set out below:

Topic: Woodbury Parish Council Full Meeting
Time: Aug 10, 2020 07:30 PM London

Join Zoom Meeting:

<https://us02web.zoom.us/j/85142165704?pwd=OFZtckJmbG9qNUxveIVIRDBUSG01Zz09>

Meeting ID: 851 4216 5704
Passcode: 899536

Direct invitations can also be sent direct via email. Please send your request to woodburyparishcouncil@gmail.com or by telephone to the Clerk on 01395 233 791.

The draft copy of the Greater Exeter Strategic Plan ('GESP') has been published for Autumn consultation. It is an eight week consultation over draft policies and site options. It can be viewed at: <https://www.gesp.org.uk/>.



David Craig,
Proper Officer, Clerk & RFO.

AGENDA

	Public Session
1	APOLOGIES: To receive any apologies for absence.
2	DECLARATIONS OF INTEREST: To receive any declarations of interest in any part of these proceedings including the District Councillors' declarations.
3	THE GREATER EXETER STRATEGIC PLAN OVERVIEW AND EDDC POSITION: Dst Cllr Geoff Jung to report.
4	THE GREATER EXETER STRATEGIC PLAN: To consider a consultee response by WPC.

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5	<p>MINUTES: To receive and confirm as a correct record, the Minutes of the Meetings held on 18th May, 29th June and 27th July 2020.</p>
6	<p>ACCOUNTS & FINANCES:</p> <p>To consider the Financial Report to 31st July 2020:</p> <ol style="list-style-type: none"> 1. Summary of Expenditure to Budget; 2. Summary of Income; 3. Bank Reconciliation; 4. Earmarked Balances; 5. Transactions since the last Report.
7	<p>PLANNING: Applications for consideration at this meeting;-</p> <p>EXTON 20/1149/FUL Construction of two dwellings and creation of new vehicular access Land Opposite Exton Lane Exmouth Road Exton.</p> <p>WOODBURY led by Cllr R Ball 20/1614/TRE T5 Field Maple - Crown raise over garage to give 3m clearance, MDC 50mm The garage roof is extremely overshadowed by tree, needs more light and air flow once Ivy has been removed 20 Summerfield Woodbury Exeter EX5 1JF. 20/1538/FUL Construction of single storey rear extension 32 Webbers Meadow Woodbury Exeter Devon EX5 1FH. 20/1462/TCA Willow - Pollard Silver Birch - Reduce by 10ft. Meadow Brook House Broadway Woodbury Exeter EX5 1NY. 20/1451/TRE T1, Oak: Reduce south western aspect of canopy by 2m and crown raise to give 2m clearance above ground. T2, Field Maple on drive: Crown raise to give 2.5m clearance above ground T3 Field Maple beside house: Prune to give 1.5m clearance to street light and 3m clearance over neighbours drive. Reason: The Oak tree is shading the garden and even a moderate reduction of the SW aspect of the canopy will increase light levels to garden whilst having a relatively minor impact to the tree. The work to the Field Maples has been requested by Devon County Council under a highways notice. 46 Fulford Way Woodbury Exeter EX5 1PD.</p> <p>WOODBURY SALTERTON 20/1076/FUL Construction of holiday lodge Lyndhayne Woodbury Salterton Exeter EX5 1PY.</p>
8	<p>CHAIRMAN'S REPORT: To receive a report by the Chairman.</p>
9	<p>PARISH COUNCILLORS' REPORTS: To receive updates from any committee or liaison meetings attended by Cllrs since the last full council meeting.</p>
10	<p>COUNTY COUNCILLORS' REPORTS</p>
11	<p>DISTRICT COUNCILLORS' REPORTS</p>
12	<p>NEIGHBOURHOOD PLAN: To receive a verbal update from Cllr J Pyne.</p>
	<p>COUNCILLORS' QUESTIONS: To allow topics & questions. <i>Please note, no decisions may be made under this item.</i></p>

WOODBURY PARISH COUNCIL

Tuesday 19th May 2020

Minutes of a meeting of Woodbury Parish Council, held remotely, on Monday 18th May 2020 at 7.30 pm.

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

20/37	APOLOGIES: Cllr D Atkins, Dst Cllr B Ingham and Cty Cllr J Trail.
20/38	DECLARATIONS OF INTEREST: None.
20/39	ACCOUNTS & FINANCES: RESOLVED. The year-end Financial Report to 31st March 2020 approved. AIF.
20/40	AGAR: RESOLVED. The Annual Governance and Accountability Return 2019/20 approved for internal audit and signed by the Chairman. AIF.
20/41	FINANCE: The Clerk explained that the WPC's bank balances as at 11 th May 2020 were £111k in the main account and £25k in the 'emergency' account. There will be a transfer of £25k to the 'emergency' account to bring it to £50k. In addition, a business rates COVID compensation was erroneously paid to WPC by EDDC and will have to be returned. Overall WPC's finances remain steady.

Meeting closed 8.25 pm

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.

WOODBURY PARISH COUNCIL

Monday, 03 August 2020

Minutes of a meeting of Woodbury Parish Council, held remotely, on Monday 27th July 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 and J Pyne. Cty J Trail.

Public: One member.

20/53	Public Session. A Parishioner expressed his interest in being co-opted as a WPC Cllr for Exton. He presented his CV detailing extensive business experience. He explained he is now retired, living in Exton and would like to dedicate time to the Parish Council.
20/54	APOLOGIES: Cllr D Atkins, R. Parr, Dst Cllr B Ingham and Cty Cllr R Scott.
20/55	DECLARATIONS OF INTEREST: <i>None</i>
20/56	CO-OPT A NEW CLLR: RESOLVED. Mr Philip Jordan appointed as a WPC Cllr representing Exton. AIF.
20/57	WPC PROJECTS: The following Cllrs/bodies appointed, alongside the Clerk, to oversee specific WPC projects, being: <ul style="list-style-type: none">• Improvement of the Church Stile Lane safety barrier, Cllr R Cullen;• Parking prevention on the grass verge B3179, Cavanna Homes development, Cllr Mrs C McGauley;• Parking prevention on the play area grass verge corner of Station Road, Exton, Cllr G Murrin;• Clearance of branch overgrowth, Bonfire Lane, Woodbury, Highways, Cty Cllr R Scott.• New planting, centre of the Arch, Woodbury, Cllr R Ball.• Adoption of the BT telephone box in the Arch, Woodbury, post repair, Clerk.;• Improvement of the footpath Mirey Lane/Greenway, Woodbury, Highways;• Grass growth on the new safety surface at Sages Lea, Cllr P Bricknell;• Liaison between Wild Woodbury and Wide Awake, Cllr R Ball; and• Clearance of drains throughout the Parish, Highways, Cty Cllr R Scott.
20/58	BUSINESS COMMUNITY FUND: <i>Moved to Staffing, Strategy & Policy.</i>

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20/59	NEW WAY FOOTPATH, WOODBURY SALTERTON: <i>Moved to Estates & Assets.</i>
20/60	COUNCILLORS' QUESTIONS: Dst Cllr G Jung explained that there was general dissatisfaction with the GESP amongst EDDC Cllrs, both in the content and style of consultation. There is an intention for East Devon to opt out of the GESP, although this has not yet been ratified.

Meeting closed 9.10 pm.

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WOODBURY PARISH COUNCIL FINANCIAL REPORT 1ST APRIL 2020 TO 31ST JULY 2020

1. 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 OFFICE	£4,705.00	£1,439.37	£3,265.63	30.6%
SALARIES & ALLOWANCES	£7,020.00	£2,305.00	£4,715.00	32.8%
NEIGHBOURHOOD PLAN	£18,720.00	£5,673.23	£13,046.77	30.3%
PLAY AREAS	£950.00	£0.00	£950.00	0.0%
ENVIRONMENTAL COSTS	£9,000.00	£425.33	£8,574.67	4.7%
TOILETS & CAR PARK	£17,420.00	£1,776.98	£15,643.02	10.2%
GENERAL RENTS, RATES & SUBS	£13,300.00	£1,628.15	£11,671.85	12.2%
ALLOTMENTS	£710.00	£847.01	£-137.01	119.3%
CONTINGENCIES	£0.00	£519.75	£-519.75	n/a
GULLIFORD JOINT COMMITTEE	£700.00	£0.00	£700.00	0.0%
CAR PARK RESURFACING FUND	£200.00	£200.00	£0.00	100.0%
THE ARCH	£1,000.00	£0.00	£1,000.00	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	£14,814.82	£63,671.18	18.9%
COOMBE SOLAR FARM FUND 2020/21 (2)	£10,279.36	£0.00	£10,279.36	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	£286.05	£241.07	54.3%
GRANT RETURN TO EDDC	£10,000.00	£10,000.00	£0.00	100.0%
TOTAL	£106,008.61	£25,950.87	£80,057.74	24.5%

(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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2. Summary of Income:-

Summary of income to 31st July 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
RENTAL INCOME	£520.00
COOMBE SOLAR FARM FUND 2020/21	£8,279.36
Total income as at 31st July 2020	£73,006.03

3. Bank Reconciliation:-

WPC Bank Balances as at 31st July 2020	Balance
TSB Club, Charity & Trust Account as at 1st April 2020	£52,688.73
<i>add income to 31st July 2020</i>	£73,006.03
<i>less expenditure to 31st July 2020</i>	-£25,950.87
<i>less Instant Access bank transfer</i>	-£24,753.68
TSB Club, Charity & Trust Account as at 31st July 2020	£74,990.21
TSB Business Instant Access as at 1st April 2020	£25,225.05
<i>add income to 31st July 2020</i>	£116.77
<i>add Instant Access bank transfer</i>	£24,753.68
<i>less expenditure to 31st July 2020</i>	£0.00
TSB Business Instant Access as at 31st July 2020	£50,095.50
Total WPC Bank Balance as at 31st July 2020	£125,085.71

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	£5,866.13
TOTAL EARMARKED BALANCES	£14,566.13

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5. Transactions since last report:

Jun-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
	30/06/2020	FPI	COOMBE SOLAR LTD 02.06.20		£8,279.36	£88,554.13
	30/06/2020	SO	WOODBURY CRICKET CLUB RENT		£395.00	£80,274.77
41	29/06/2020	CHQ	333 D EMBLEY GREEN SPOT REFURB & BENCH OILING	£337.33		£79,879.77
40	26/06/2020	DD	TELESIS LTD OFFICE PHONE	£31.26		£80,217.10
39	18/06/2020	DD	NEST REFERENCE: IT000004450065	£48.89		£80,248.36
38	16/06/2020	CHQ	328 PARISH ONLINE GET MAPPING DATABASE	£72.00		£80,297.25
37	15/06/2020	DD	SOUTH WEST WATER REFERENCE: 3013538001	£41.89		£80,369.25
36	15/06/2020	DD	PENNON WATER SRVCS REFERENCE: 2272366501	£17.21		£80,411.14
35	15/06/2020	DD	PENNON WATER SRVCS REFERENCE: 3158923901	£36.75		£80,428.35
34	15/06/2020	DD	PENNON WATER SRVCS REFERENCE: 3092033601	£171.34		£80,465.10
33	15/06/2020	DD	BRITISH GAS ELECTRICTY SUPPLY TO OFFICE	£53.43		£80,636.44
32	15/06/2020	DD	SOUTH WEST WATER REFERENCE: 1759136001	£192.49		£80,689.87
31	09/06/2020	CHQ	327 WOODBURY GARDENING CLUB SUPPLIES	£46.00		£80,882.36
	08/06/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£80,928.36
30	05/06/2020	CHQ	329 CLERKS MAY SALARY	£1,302.91		£81,368.36
	01/06/2020	SO	ROBERT MILLER OLD FIRE STATION		£125.00	£82,671.27
29	01/06/2020	CHQ	326 D EMBLEY REPAINT WOOD SALT SWINGS	£190.00		£82,546.27
	01/06/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£82,736.27
	01/06/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£82,856.27

Jul-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
51	29/07/2020	DD	TELESIS LTD OFFICE PHONE	£30.32		£74,990.21
50	28/07/2020	CHQ	344 D EMBLEY HANDYMAN WORK AND RE-OPEN PLAY AREAS	£210.18		£75,020.53
49	28/07/2020	CHQ	332 SW WATER CONSOLIDATED WATER BILL	£225.30		£75,230.71
48	27/07/2020	CHQ	338 CLERKS JUNE 20 SALARY	£1,225.19		£75,456.01
47	24/07/2020	CHQ	331 EDDC ANNUAL DOG BINS FEE	£873.60		£76,681.20
46	24/07/2020	CHQ	330 RETURN OF BUSINESS RATE RELIEF TO EDDC	£10,000.00		£77,554.80
45	24/07/2020	DD	BRITISH GAS ELECTRICTY SUPPLY TO OFFICE	£50.50		£87,554.80
44	17/07/2020	DD	NEST REFERENCE: IT000004450065	£56.33		£87,605.30
43	07/07/2020	CHQ	320 SOUTHWEST CONTRACTORS P3 GATE REPAIR	£197.50		£87,661.63
	07/07/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£87,859.13
42	01/07/2020	CHQ	310 RETURN OF ALLOTMENT RENT 10B	£11.00		£88,299.13
	01/07/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£88,310.13
	01/07/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£88,434.13



Clerk & RFO.
3rd August 2020.