

WOODBURY PARISH COUNCIL

Wednesday, 9th December 2020

Dear Councillor

You are required to attend a meeting of Woodbury Parish Council, to be held remotely via Zoom, on Monday, 14th December 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: WPC Full Council

Time: Dec 14, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/89359540997?pwd=NmNOR3FidkM2cmduZktyQ3RPOE01QT09>

Meeting ID: 893 5954 0997

Passcode: 283964

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.



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	ACCOUNTS & FINANCES: To consider the Financial Report to 30 th November 2020: <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.

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4	<p>THE PRECEPT: To consider the 2020/21 budget, to be provided by the RFO, and set the Precept requirement.</p>
5	<p>PLANNING: Applications for consideration at this meeting;-</p> <p>EXTON 20/2372/FUL Change of use from store to extra accommodation above the garage The Briary Lane To The Briary Exton Lane Exton Exeter EX3 0PN.</p> <p>WOODBURY led by Cllr J Pyne & R Cullen 20/2533/LBC Replace 2no. window casements, frames and sills at ground floor north east elevation and Replace 2no. window casements, frames and sills at ground floor south east elevation. 1 Gilbrook Cottages Woodbury Exeter EX5 1LH. 20/2484/TRE Oak, T2 - Crown reduce lateral limbs growing to the west by no more than 2.5m ensuring that the tree retains a balanced and uniform shape. No cuts larger than 70mm to be made. 50 Fulford Way Woodbury Exeter EX5 1PD. 20/2626/FUL Oak framed car port extension Sandy Hills Rydon Lane Woodbury Exeter EX5 1JZ. 20/2441/FUL Construction of first floor extension over existing commercial kitchen to house replacement ventilation plant equipment, incorporating new external staircase and replacement of ground floor windows C T C R M Exmouth Road Lymptone Exmouth EX8 5AR.</p> <p>WOODBURY SALTERTON 20/2424/PDQ Prior approval for proposed change of use of existing poultry building to 3 no. larger dwelling houses and 2 no. smaller dwelling houses (use class C3) and associated operational development under Class Q(a) and (b) Bond Lane Farm Bonds Lane Woodbury Salterton Exeter EX5 1QF.</p>
6	<p>CHAIRMAN'S REPORT: To receive a report by the Chairman.</p>
7	<p>PARISH COUNCILLORS' REPORTS: To receive updates from any committee or liaison meetings attended by Cllrs since the last full council meeting.</p>
8	<p>COUNTY COUNCILLORS' REPORTS</p>
9	<p>DISTRICT COUNCILLORS' REPORTS</p>
10	<p>CLYST VALLEY REGIONAL PARK: To consider the draft consultation response, set out below, led by Cllr J Pyne.</p>
11	<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>

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WOODBURY PARISH COUNCIL FINANCIAL REPORT 1ST APRIL 2020 TO 30TH NOVEMBER 2020

1. Summary of Expenditure to Budget:-

Budget Category	Budget 2020/21	Expenditure	Balance	% Utilised
CHAIRMAN'S ALLOWANCE	£150.00	£150.00	£0.00	100.0%
GENERAL ADMINISTRATION	£4,705.00	£1,817.37	£2,887.63	38.6%
OFFICE	£7,020.00	£4,509.44	£2,510.56	64.2%
SALARIES & ALLOWANCES	£18,720.00	£13,660.58	£5,059.42	73.0%
NEIGHBOURHOOD PLAN	£950.00	£0.00	£950.00	0.0%
PLAY AREAS	£9,000.00	£1,214.42	£7,785.58	13.5%
ENVIRONMENTAL COSTS	£17,420.00	£6,165.78	£11,254.22	35.4%
TOILETS & CAR PARK	£13,300.00	£3,522.02	£9,777.98	26.5%
GENERAL RENTS, RATES & SUBS	£710.00	£1,885.05	£-1,175.05	265.5%
ALLOTMENTS	£0.00	£615.81	£-615.81	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	£500.00	£1,500.00	25.0%
GRANTS TO OUTSIDE BODIES	£611.00	£0.00	£611.00	0.0%
PRECEPT REQUIREMENT 2020 (1)	£78,486.00	£34,240.47	£44,245.53	43.6%
COOMBE SOLAR FARM FUND 2020/21 (2)	£10,279.36	£1,900.00	£8,379.36	18.5%
COOMBE SOLAR FARM FUND 2019/20 RESIDUAL (3)	£850.00	£2,184.00	£-1,334.00	256.9%
CIL	£5,866.13	£400.00	£5,466.13	6.8%
P3 SCHEME	£527.12	£810.05	£-282.93	153.7%
GRANT RETURN TO EDDC	£10,000.00	£10,000.00	£0.00	100.0%
LPC SHARE VAT REFUND GULLIFORD	£1,638.19	£1,638.19	£0.00	100.0%
TOTAL	£106,008.61	£51,172.71	£56,474.09	48.3%
<i>(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)</i>				
<i>(2) increased by £2,000 as not fully awarded in 2019/20</i>				
<i>(3) Includes Church Rooms £1,334 offset by return of £911.66 shown as 'Church Rooms Offset'</i>				

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2. Summary of Income:-

Summary of income to 30th November 2020	Amount
PRECEPT	£83,866.00
EAST DEVON DC COVID RATES RELIEF (1)	£20,000.00
CIL	£3,560.34
VAT REFUND	£10,542.78
ALLOTMENTS	£205.05
RENTAL INCOME	£645.00
COOMBE SOLAR FARM FUND 2020/21	£8,279.36
CHURCH ROOMS OFFSET	£911.66
DEVON CC COMMUNITY COVID SUPPORT	£1,000.00
Total income as at 30th November 2020	£129,010.19
<i>(1) £20,000 paid with £10,000 returned</i>	

3. Bank Reconciliation:-

WPC Bank Balances as at 30th November 2020	Balance
TSB Club, Charirty & Trust Account as at 1st April 2020	£52,688.73
<i>add income to 30th November 2020</i>	£129,010.19
<i>less expenditure to 30th November 2020</i>	-£51,172.71
<i>less Instant Access bank transfer</i>	-£24,753.68
TSB Club, Charirty & Trust Account as at 30th November 2020	£105,772.53
TSB Business Instant Access as at 1st April 2020	£25,225.05
<i>add income to 30th November 2020</i>	£200.83
<i>add Instant Access bank transfer</i>	£24,753.68
<i>less expenditure to 30th November 2020</i>	£0.00
TSB Business Instant Access as at 30th November 2020	£50,179.56
Total WPC Bank Balance as at 30th November 2020	£155,952.09

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4. Earmarked Balances:-

Earmarked balances		Estimated amount
ADDITIONAL WORKS TO THE ARCH		£5,000.00
ALLOTMENTS		£2,800.00
CIL		£850.00
ESTIMATED PAST CONTRIBUTION FOR BMX TRACK		£1,500.00
FLOWER STREET CAR PARK IMPROVEMENT FUND		£5,600.00
RESILIENCE UNSPENT		£2,200.00
DEVON CC COMMUNITY COVID SUPPORT		£1,000.00
TOTAL EARMARKED BALANCES		£18,950.00
S106		Amount
WOODBURY G SPORTS PROJECTS		£1,726.00
WOODBURY G OPEN SPACE PROJECTS		£49,324.00
TOTAL S106		£51,050.00

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5. Transactions since last report:

Aug-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
70	28/08/2020	CHQ	340 COUNTRYSIDE CONTRACTORS FOOTPATH CLEARANCE P3	£468.00		£77,279.32
69	27/08/2020	DD	TELESIS TELEPHONE SUPPLY TO THE OFFICE	£31.07		£77,747.32
68	24/08/2020	DD	BRITISH GAS ELECTRIC TO THE OFFICE	£86.57		£77,778.39
67	19/08/2020	CHQ	347 T LE RICHE REFUND OF TCO HOSTING CHARGED	£7.19		£77,864.96
	18/08/2020	DD	NEST REFERENCE: IT000004450065	£70.12		£77,872.15
66	17/08/2020	CHQ	342 M NICHOLS CHURCH ROOM CARPETING	£1,334.00		£77,942.27
65	17/08/2020	DD	SOUTH WEST WATER REFERENCE: 1759136001	£109.46		£79,276.27
64	14/08/2020	CHQ	335 JUDY GREEN P3 PATH LEAFLETS	£56.00		£79,385.73
63	12/08/2020	CHQ	339 HMRC JUNE TAX AND NI	£203.25		£79,441.73
62	12/08/2020	CHQ	346 NEWTON POP PC DEFIB INSURANCE	£58.04		£79,644.98
61	12/08/2020	CHQ	349 HMRC TAX AND NI JULY	£207.22		£79,703.02
60	11/08/2020	CHQ	348 TOZERS HR ADVICE	£900.00		£79,910.24
59	11/08/2020	CHQ	343 PAST RENT CHURH ROOMS	£80.00		£80,810.24
58	11/08/2020	CHQ	334 MATT LYNCH HEDGE TRIMMING	£54.00		£80,890.24
57	10/08/2020	CHQ	350 CLERKS JULY SALARY	£1,685.44		£80,944.24
	10/08/2020	DC	EAST DEVON DC COVID RATES RELIEF		£10,000.00	£82,629.68
	07/08/2020	CHQ	BALANCE OF GRANT PAID TO WPC BY CHURCHLAND TRUST RE CHQ 342		£911.66	£72,629.68
56	07/08/2020	CHQ	341 MWL WASTE REMOVAL SCOUT HUT / MAYTREE	£400.00		£71,718.02
55	07/08/2020	CHQ	345 TIM PATTISON NEW BATTERY FOR SPEED SIGN	£70.00		£72,118.02
	07/08/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£72,188.02
54	06/08/2020	CHQ	309 LPC SHARE OF VAT REFUND RE GULLIFORD	£1,638.19		£72,628.02
53	04/08/2020	CHQ	336 CDE TOWN LANE 2 RENT	£60.00		£74,266.21
52	04/08/2020	CHQ	337 CDE TOWN LANE RENT	£420.00		£74,326.21
	03/08/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£74,746.21
	03/08/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£74,870.21
						£74,990.21

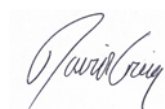
Sep-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
81	30/09/2020	CHQ	360 PHS DUTY OF CARE	£91.80		£116,456.49
80	30/09/2020	CHQ	351 CLERK'S AUGUST 2020 SALARY	£1,292.22		£116,548.29
79	30/09/2020	CHQ	356 S WEST WATER WOOD SALT ALLOTMENTS	£19.83		£117,840.51
78	29/09/2020	CHQ	353 SSE FLOWER STREET TOILETS	£81.97		£117,860.34
77	29/09/2020	DD	TELESIS TELEPHONE SUPPLY TO THE OFFICE	£31.96		£117,942.31
76	28/09/2020	CHQ	354 REDWOODS INTERNAL AUDIT	£324.00		£117,974.27
76	24/09/2020	DD	BRITISH GAS TRADIN REFERENCE SUPPLY TO THE OFFICE	£67.98		£118,298.27
75	18/09/2020	CHQ	357 D EMBLEYB NEW SAFETY BOLTS THE GREEN & HEDGE CLEARANCE	£45.85		£118,366.25
	18/09/2020	DD	NEST REFERENCE: IT000004450065	£59.24		£118,412.10
74	15/09/2020	DD	SOUTH WEST WATER REFERENCE: 3013538001	£19.83		£118,471.34
73	15/09/2020	DD	PENNON WATER SRVCS REFERENCE: 3092033601	£146.67		£118,491.17
72	15/09/2020	DD	PENNON WATER SRVCS REFERENCE: 2272366501	£15.48		£118,637.84
	07/09/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£118,653.32
	01/09/2020	SO	ROBERT MILLER OLD FIRE STATION		£125.00	£119,093.32
	01/09/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£120.00		£118,968.32
	01/09/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£124.00		£119,088.32
	01/09/2020	DC	EAST DEVON DC 50% THE 19/20 PRECEPT		£41,933.00	£119,212.32
						£77,279.32

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Transactions since last report (cont./):

Oct-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
93	29/10/2020	DD	TELESIS TELEPHONE SUPPLY TO THE OFFICE	£32.07		£114,272.67
92	27/10/2020	CHQ	487 P BRICKNELL ALLOTMENT COMPOSTING	£40.92		£114,304.74
	27/10/2020	DC	EAST DEVON DC REFERENCE: NP CIL		£2,034.50	£114,345.66
91	26/10/2020	DD	BRITISH GAS TRADIN REFERENCE SUPPLY TO THE OFFICE	£73.07		£112,311.16
90	21/10/2020	CHQ	489 D EMBLEY SAFETY BARRIER FITTING	£275.46		£112,384.23
89	19/10/2020	CHQ	482 D CRAIG CLERKS SEPT SALARY	£1,908.80		£112,659.69
88	19/10/2020	CHQ	484 REDWOODS PAYROLL SERVICES	£162.00		£114,568.49
	16/10/2020	DD	NEST REFERENCE: IT000004450065	£106.18		£114,730.49
87	08/10/2020	CHQ	363 CDE TOWN LANE RENT 2	£60.00		£114,836.67
86	08/10/2020	CHQ	359 EXE PEST CONTROL WASP NEST EXTON	£45.00		£114,896.67
	07/10/2020	SO	LEAR C WOODBURY PARISH OFFICE RENT	£440.00		£114,941.67
85	06/10/2020	CHQ	362 EDF SUPPLY TO THE GREEN	£73.76		£115,381.67
84	01/10/2020	CHQ	355 EDF SUPPLY TO EXTON GREEN	£28.91		£115,455.43
83	01/10/2020	CHQ	361 SNC ZIP WIRE SERVICE EXTON	£695.00		£115,484.34
82	01/10/2020	CHQ	358 D EMBLEY BROOK CLEAR AND CV SIGNS FLOWER STREET	£33.15		£116,179.34
	01/10/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£116,212.49
	01/10/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£116,336.49
						£116,456.49

Nov-20						
Audit reference	Date	Type	Detail	Debit amt	Credit Amt	Balance
111	27/11/2020	CHQ	501 COMMUNITY GRANT WOODBURY C OF E	£500.00		£105,772.53
110	27/11/2020	CHQ	490 CHAIRMANS ALLOWANCE WOODBURY C OF E	£150.00		£106,272.53
109	27/11/2020	DD	TELESIS TELEPHONE SUPPLY TO THE OFFICE	£30.31		£106,422.53
108	25/11/2020	CHQ	503 EDF SUPPLY TO THE GREEN	£101.21		£106,452.84
107	25/11/2020	CHQ	504 EDF SUPPLY TO EXTON PLAY AREA	£38.70		£106,554.05
106	24/11/2020	CHQ	499 HMRC OCTOBER TAX AND NI	£201.80		£106,592.75
105	24/11/2020	CHQ	352 HMRC AUGUST TAX AND NI	£200.17		£106,794.55
104	24/11/2020	CHQ	483 HMRC SEPTEMBER TAX AND NI	£507.75		£106,994.72
103	24/11/2020	DD	BRITISH GAS ELECTRIC SUPPLY TO THE OFFICE	£84.22		£107,502.47
102	23/11/2020	CHQ	500 FOWS 2020 SOLAR GRANT	£1,900.00		£107,586.69
101	20/11/2020	DD	EVERFLOW CONSOLIDATED WATER SUPPLY TO JAN 21	£428.79		£109,486.69
100	19/11/2020	CHQ	495 EDF SUPPLY TO EXTON PLAY AREA	£55.39		£109,915.48
99	18/11/2020	CHQ	494 SSE ELCTRIC SUPPLY FLOWER STREET	£73.84		£109,970.87
	18/11/2020	DD	NEST REFERENCE: IT000004450065	£59.38		£110,044.71
98	17/11/2020	CHQ	493 M LYNCH PARISH HEDGE CUTTING	£1,812.00		£110,104.09
97	16/11/2020	CHQ	498 D CRAIG CLERK'S OCTOBER SALARY	£1,323.78		£111,916.09
96	16/11/2020	CHQ	481 DALC TRAINING COURSE	£54.00		£113,239.87
	13/11/2020	DC	DEVONCC COMMUNITY COVID SUPPORT		£1,000.00	£113,293.87
95	09/11/2020	CHQ	491 S DACKOMBE WOOD SALT PLANTATION FENCE	£1,200.00		£112,293.87
	09/11/2020	SO	LEAR C WOODBURY PARISH	£440.00		£113,493.87
94	03/11/2020	CHQ	488 BAGWELLS WALLGATE SERVICE FLOWER STREET	£94.80		£113,933.87
	02/11/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET TOILETS	£124.00		£114,028.67
	02/11/2020	DD	EAST DEVON BUSINESS RATES FLOWER STREET CAR PARK	£120.00		£114,152.67
						£114,272.67



Clerk & RFO.
7th December 2020.

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Parish Council Response to Clyst Valley Park Consultation

Woodbury Parish Council supports the objectives of the Plan.

Enhanced protection of wildlife habitat and improved access to and linkage between existing green areas to enable residents to enjoy the country side is of prime importance.

Existing green areas and settlements are to be linked by the Plan but some areas of historical and environmental importance are missed. There are opportunities by including additional areas of Woodbury Parish to broaden the extent and impact of the proposals thereby adding to the value of the park.

The provision of Quiet Lanes from the legislation of 2006 would, at minimal cost, be an excellent starting point.

Grindle brook, as a tributary of the Clyst, fits into the Plan reasonably neatly. However, Gilbrook that runs through Woodbury to Exton and joins the Clyst just before the Exe, provides a natural wildlife corridor to the “south” of the Plan. The historical woodlands of Woodbury Wood and Rushmore Wood and the area between them and Stoney Lane enable habitat links from the estuary to the SSSI of the Pebblebed Heaths. Gilbrook forms part of the Clyst catchment area.

The country lanes that pass through these settlements on the edge of the Plan are already designated cycle trails and provide non-vehicular links between the settlements of Exton, Woodbury and Woodbury Salterton although some improvements are needed; existing trails carry onward to the A3052. Access to Clyst St Mary and Clyst St George can be provided by the instigation of Quiet Lanes to the North and East of Woodbury Parish and hence access to the Clyst Valley Park. These are important not only for leisure but also as main commuting routes linking the settlements to rail and bus routes. The public transport operates at 15 minute intervals between Exmouth and Exeter on the A376 and the bus route along the Sidmouth A3052 road provides access to the north of the Parish into Exeter.

East Devon District Council promotes the use of the East Devon Way, a national long-distance footpath that lies adjacent to the Parish of Woodbury. Circular walks from this long-distance footpath are advertised on the East Devon District Council and Devon County Council websites. There is an opportunity to provide improved links to this valuable route in the Parish.

The Pebblebed Heaths were given to the local community by Lord Clinton to act as “the lungs” of the area. Access to both of these are not mentioned in the Plan. At present the way that the majority of walkers and cyclists use the Heaths is by driving to one of the car parks. Should there not be footpaths and cycle ways that link from the Park to the Heaths as the wildlife corridors are doing? Benefits would include reduced traffic pressures and additions to the walking and cycling networks around the Parish would mean less footfall on the Pebblebed Heaths reducing the environmental impact.

All of this suggests that the exclusion of Woodbury from the Plan prevents the completion of the area from the north to the Exe estuary in the south.

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The inclusion of Woodbury into the Plan is emphasised by:

- The existing conservation area
- Some land that already exists as a green wedge
- Historic and environmental sites
- Existing cycle and amenity trails
- The existence of quiet country lanes that could be designated Quiet Lanes
- The need for access to adjacent leisure sites

Main Points

- The route from Exton to Woodbury along the “historic route” running alongside Gilbrook to be made into a shared route for walkers and cyclists but not for motor vehicles
- A new walking route from Woodbury Cricket field to the start of the existing walking route leading upward from Cottle’s Farm and the “area” to be designated a wildlife corridor. Increase the number of hedge trees and width of hedgerows
- Designate Gilbrook, Woodbury Wood and Rushmore Wood a wildlife corridor
- Designate the whole length of Porter’s Lane and Stoney Lane a Quiet Lane and to increase the number of hedge trees and width of hedgerows
- Designate Castle Lane and Warkidons Way Quiet Lanes and protect the upper stretches of Warkidon’s Way
- Develop routes from the Parish to Clyst St George and Clyst St Mary using existing roads around Postlake and Bonds Lane
- Divert the green corridor around Greendale Business Park to the south of the business park
- Include two new areas in Woodbury Salterton to enhance the wildlife corridor
- Reduce the speed limit along Village Road in Woodbury Salterton to make it a “shared” route