

WOODBURY PARISH COUNCIL

Tuesday, 5th January 2021

Dear Councillor

You are required to attend a meeting of Woodbury Parish Council, to be held remotely via Zoom, on Monday, 11th January 2021 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: Jan 11, 2021 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/87417068554?pwd=dnYOTFltaTRzRFROSzdgS3hUYjdoQT09>

Meeting ID: 874 1706 8554

Passcode: 677378

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

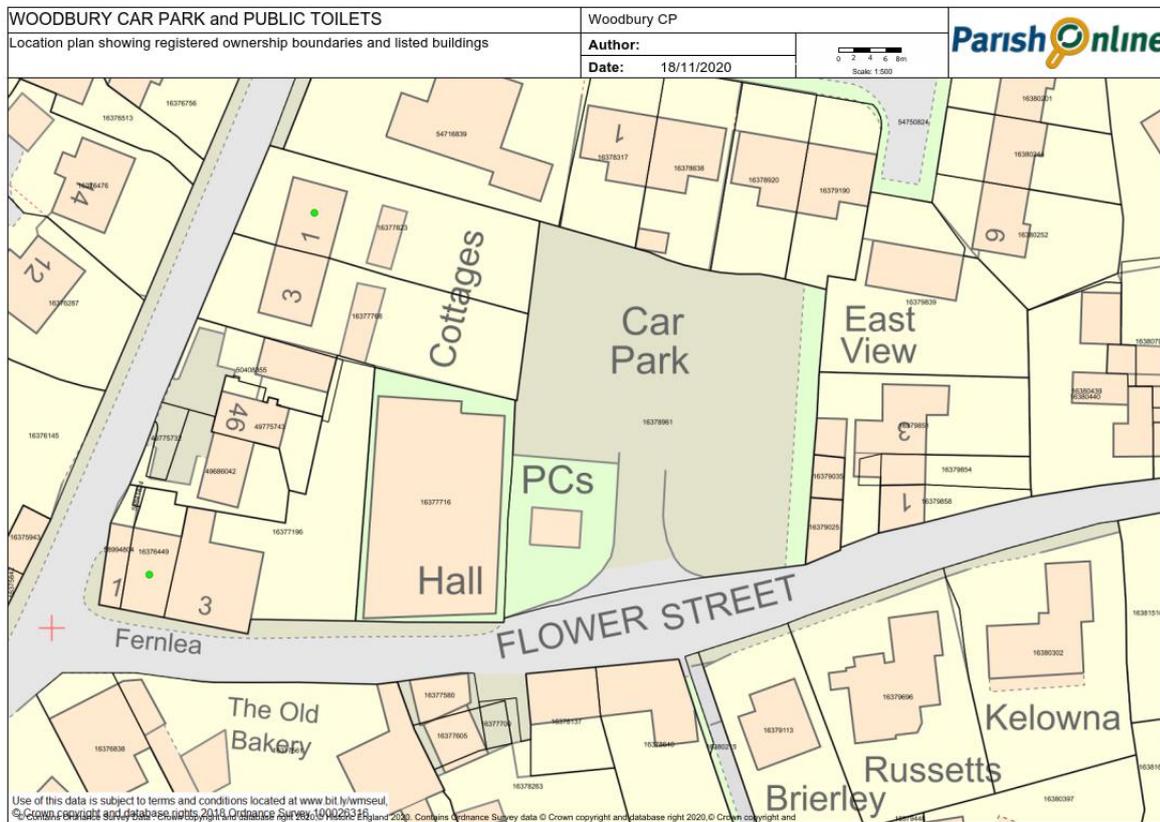
	Public Session
1	APOLOGIES: To receive any apologies for absence.
2	DECLARATIONS OF INTEREST: To receive any declarations of interest in any part of these proceedings including the District Councillors' declarations.
3	MINUTES: To receive and confirm as a correct record, the Minutes of the Meetings held on 16 th November, 23 rd November and 14 th December 2020.

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4	<p>PLANNING: Applications for consideration at this meeting;-</p> <p>EXTON 20/2697/FUL Construction of garage Copper Beech Place Green Lane Exton Exeter EX3 0PW. 20/2783/FUL Proposed Roof Access and Viewing Platform. Copper Beech Place Green Lane Exton Exeter EX3 0PW. 20/2844/FUL Construction of single storey front and side extension Little Garth Exmouth Road Exton Exeter EX3 0PZ. 20/2761/TRE T1, Oak : reduce the spread of the northern aspect of the canopy from 6.5m to 4m. Retaining all branches growing up to 45 degrees and removing branches at greater than 45 degrees over the extension, making pruning cuts up to 60mm. T2, Oak : Reduce height by approximately 6m thereby reducing the size and weight of the tree to reduce the failure risk whilst retaining the lower healthy branches and also retaining the hollow stem of the tree for its enhanced wildlife value. The Old School Exmouth Road Exton Exeter EX3 0PQ.</p> <p>WOODBURY led by Cllr J Pyne & R Cullen 20/2788/LBC First floor alterations: construct partition wall with a door to create enclosed second bedroom and 1no. door to create storage area in second bedroom 1 Chowns Cottages Parsonage Way Woodbury Exeter EX5 1HY.</p> <p>WOODBURY SALTERTON <i>None.</i></p>
5	<p>ALLOCATION OF NEW STREET NAME: Land adjacent to Trederwen, Town Lane, Woodbury. To consider the developer's suggestion of Highfield Place or suggest an alternative street name.</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>FLOWER STREET: To consider the project scoping paper, set out below, and further progress that might be made.</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 VILLAGE CAR PARK AND PUBLIC TOILETS



Introduction

The site is situated in Flower Street in the centre of the village as indicated on the above location plan and lies within the boundary of the Woodbury Conservation Area and extends to a total area of approximately 1,480m². At present the site provides a large free car park used extensively by local residents, visitors to the village and people attending functions in the adjacent village hall. Attached to the car park and standing in a level grassed area is a detached single storey building with pitched roof erected in 1975 providing separate male and female public toilet facilities.

The site is owned and managed by Woodbury Parish Council who acquired the asset from East Devon District Council in about 2013. Maintenance and management costs are financed from the parish precept.

A small strip of land was leased to the Trustees of the Village Hall in 2018 to enable them to construct a new level access facility to the village hall from Flower Street. This area is not indicated on the above location plan but extends to approximately 12m² along the west boundary of the site.

The Parish Council is considering various projects to improve the value of the site to the community and to provide facilities which meet modern standards.

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Site constraints and opportunities

The site lies within the Woodbury Conservation Area and any proposed alterations will require not only approval from the EDDC Planning Officer but also approval from the EDDC Conservation Officer.

As a Statutory Consultee on planning issues the Parish Council should act responsibly in considering any development on this site and demonstrate compliance with the requirements of the Woodbury Conservation Area Management Plan as well as complying with the principles laid down in its own Woodbury Design Statement.

Detailed description and condition

The car park is at a higher level than the adjacent Flower Street and is accessed by a moderately steep ramp. It is also higher than the generally level area around the public toilets. The car park and entrance ramp are hard surfaced with no line markings. The car park surface is generally in good condition.

The Flower Street boundary of the car park is retained by a brick retaining wall which extends along the east side of the entrance ramp. This retaining wall is surmounted by a low brick parapet wall and a galvanised steel railing. The wall and railing are generally in good condition though some individual bricks are showing signs of spalling.

The boundary between the car park and the Village Hall site and the level area around the toilets is retained with a brick retaining wall which also extends along the west side of the entrance ramp. This retaining wall is surmounted by a low brick parapet wall. The walls are generally in good condition but there is no protection to stop pedestrians falling over the wall from the car park.

On the west boundary a short flight of steps leads to a path around the rear of the Village Hall. This path is the emergency escape route from the rear of the Village Hall. The path and steps are on the Village Hall site and are maintained by the Trustees.

The remaining boundaries of the car park are formed by walls, fences, banks and hedges to the neighbouring properties and along the east boundary there is a narrow grass verge. There are currently 5 pedestrian gates from the car park each giving access to private gardens attached to neighbouring properties. Some banks and hedges are noted in the Woodbury Conservation Area Plan as 'important features' and need to be protected. The walls, fences, banks, hedges and gates are generally in good condition. Investigation is required to determine who is responsible for the maintenance and management of these structures.

Signage and lighting to the car park is basic.

The public toilets are a single storey detached building built in about 1975. The building is of traditional cavity wall construction rendered and painted externally with a pitched cut timber roof structure and concrete interlocking tiled covering. Fascias and soffits have been clad with upvc and upvc rainwater gutters and downpipes are fitted. Internally the building provides separate male and female toilet areas each area having a disabled toilet fitted with disabled toilet fittings and baby changing facilities. Internal finishes are typical public toilet finishes, hard wearing and capable of being washed down easily cleaned. The building is generally in good condition though, being some 45 year old, is 'of its time' and in need of general refurbishment to meet current standards.

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The large area around the toilets is generally level and grassed with concrete slab paths leading to separate ladies and gents toilet entrances. The area has no practical use due to its size and the central location of the toilet building.

Within the boundary of the site there are service poles supporting overhead cables which service buildings on the site and neighbouring properties. These poles and overhead cables are noted in the Woodbury Conservation Area Plan as 'detrimental features' and, if practicable within any proposed redevelopment works, be removed.

Objectives

The initial overall objectives of any redevelopment considerations are as follows

	Area	Objective	Time-scale
1	Car park and boundaries	Improve boundaries, re landscape existing banks and hedges and provide paths and steps to existing points of entry to neighbouring properties.	Short term project
2	Public toilets	Make better use of the area currently occupied by the toilets to provide community facilities and parish council offices.	Long term project

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Outline proposals

Proposal 1 - to improve the existing landscaped areas around the car park (excluding the area around the toilets) and to enhance the car park.

- 1 Re landscape banks and hedges
 - Opportunity to improve wildlife habitat
 - Possibly reduce maintenance and management costs
 - Some existing banks and hedges are listed in the WoodburyCAMP as important features.
 - Consultation/approval of Conservation Officer and Tree Officer where works affect existing protected features
 - Consult with WPC tree and wildlife advisors (if these posts still exist)
 - Consider consulting with Landscaping and Environmental Habitat consultants to provide draft schemes and budgets.

- 2 Construct/improve paths and steps to 5nr existing gates to adjacent properties
 - Improve access to existing gates where no existing provision exists.
 - Will provision of paths and steps to existing gates cause a long-term liability for maintenance and H&S issues?
 - Possible loss of parking space if it is necessary to provide 'safe/protected access routes' to new paths and steps.
 - Will provision of improved access from some adjacent properties encourage others to seek the same 'rights'?
 - Will provision of adopted access provisions encourage property owners to seek the allocation of 'dedicated/reserved' parking spaces?
 - Consultation/approval of Conservation Officer where works affect existing protected features.
 - Consult Building Surveyor to draft specification for the works.
 - Suggested budget of £1,500 per access plus fees and approvals.

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- 3 Enhance the car park
- The availability of a free public car park in the village is an important facility. Its proximity to the village hall, community playing field and local school provide important benefits. Retaining this facility in the village was the main reasons why the PC acquired the site from EDDC when they threatened to close the car park and sell the site for redevelopment.
 - Consider provision of improved signage and lighting
 - Electric car charging facilities (income production)
 - Provision of guard rails to unprotected retaining walls.

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Proposal 2 – to make better use of the area currently occupied by the toilets to provide community facilities and Parish Council offices.

- 1 Demolition of existing building and construction of a new building
 - Opportunity to redevelop the site to provide a larger structure to provide more/better community facilities
 - Provide better facilities to replace the existing toilets
 - Opportunity to design low energy building
 - Opportunity to include PV panels, ASHP, battery storage, electric car charging facilities
 - High quality building
 - Opportunity to remove site features listed as detrimental in the WoodburyCAMP.
 - Opportunity to consolidate Parish Council offices and meeting room facilities in one place.
 - Opportunity to provide new community facilities to compliment those provided in other venues (Village Hall, Church Rooms, Cricket Club, Community Sports Field facilities)
 - The provision of public toilet facilities in the village is an important service. Retaining this facility in the village was one of the main reasons why the PC acquired the facility from EDDC when they were threatened with closure for economic reasons.

List of essential provisions

- WPC office (secure)
- WPC meeting area (could be shared space)
- Toilets (WPC staff and public)
- All gender public toilet with out of hours access
- Kitchen (shared)
- Internal access to upper floor
- Internal lift access to first floor
- External bin store
- Maintenance free external areas
- High tech visual display system
- Good communication connections

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List of optional provisions

- Communal use room for youth or other age groups
- FOWS office (secure)
- External ramped access from high level car park to 1st floor
- Woodbury History Society reading room/archive store
- External electric plug in point for visiting mobile clinic's parked in car park

Opportunity to consult with Village Hall Trustees to achieve complimentary not competitive facilities.

Budget to construct new single storey building say 100m² internal floor area at £2,000/m²

- Building cost	£200,000
- Fees etc 15%	£ 30,000
- Approvals etc	£ 10,000
- Service connections	£ 5,000
- Contingencies 10%	<u>£ 25,000</u>
- Total	£270,000

Budget to construct new single storey building say 200m² internal floor area at £1,750/m²

- Building cost	£350,000
- Fees etc 15%	£ 52,500
- Approvals etc	£ 11,000
- Service connections	£ 5,000
- Contingencies 10%	<u>£ 41,500</u>
- Total	£460,000

Conclusion

The Parish Council is considering the ongoing maintenance of the existing essential facilities provided by the site whilst also considering the improvement/redevelopment of some parts of the site to rationalise other aspects of the Parish Councils functions.

The site has potential for improvement and redevelopment and the Parish Council should consider undertaking a detailed feasibility study to establish funding opportunities for redevelopment works and outline design works. The feasibility study should also include initiating consultations with other stakeholders and interested parties.

Suggested initial budget for fees and costs to undertake feasibility study £10,000.

Ken Perry
Building Surveyor

19th November 2020