Woodbury Parish Council

(serving Exton, Woodbury and Woodbury Salterton)

Anne-Marie Bates, Clerk to the Council
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Dear Councillor

Members of Woodbury Parish Council are hereby summoned to attend the **Full Council Meeting** on **Monday 10th July 23** at **7.30pm** in **The Church Rooms** for the purposes of transacting the following business.
Under the Local Government Act 1972 Schedule 12 p10 (2), a Council cannot lawfully decide any matter that is not specified on the agenda. Members of the press and public are welcome to attend.

A M Bates

Mrs. Anne-Marie Bates
Clerk to the Council

5th July 2023

The openness of Local Government Bodies Regulations 2014 allows the filming, photographing or making an audio recording of proceedings at the meeting or providing commentary orally or in writing so that the report or commentary is available as the meeting takes place or later to a person not present. Confidential or exempt information excluded.

Parish Council Meeting on Monday 10th July 2023

AGENDA

1. Apologies for absence

2. Approval of Minutes

2.1 To approve, as a true record, the minutes of the Annual Meeting of the Council held on **Monday 12th June 2023** (Previously circulated).

3. To receive member's declarations of interest and dispensations in items on the agenda.

4. Public Participation session
There will be 15 minutes available for this session where by members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker or time as permitted by the Chairman.

5. To receive the Clerk's progress report (appendix 1).

6. To receive reports
(a) Chairman
(b) Parish Councillors
(c) Representatives on Outside Bodies

Chairman: Cllr. Mrs. C. McGauley (Woodbury) Vice Chairman: Cllr. R. Ball (Woodbury)
Exton Cllrs: Mrs. S. Cole, P. Jordan, S. Parks
Woodbury Cllrs: Mrs. S. Knighton, R. Parr, K.Perry, J. Pyne, A. Wills
Woodbury Salterton Cllrs: S. Andrews, B. Girvin, Ms H. Morrell

FINANCE, GOVERNANCE

7. Finance (appendix 2).

7.1 Members to view and agree the payments to be made in **July 2023.**

7.2 Members to agree the bank reconciliations for June 2023, quarterly breakdown and Trail Balance. (previously distributed).

7.3 Declaration of Acceptance of Office to be signed by Cllr. R. Parr and Cllr. A. Wills.

7.4 Members to consider filling the following vacant seats;

a) Asset & Estates Committee x1
b) Staffing, Finance & Policy Committee x1

DECISION ITEMS

8. Planning (appendix 3).

8.1 Members to consider and make comments to East Devon District Council (EDDC) on applications received.

8.2 Members to ensure conditions relating to approved planning applications have been considered before reporting any anomalies, also to monitor appeals.

9. Exton Play Park / Exton DRIP Project / Tree Survey

9.1 Members to consider future of the Aerial Runway / Bouncer at Exon Play Space.

9.2 Update of DRIP meeting in respect of Exton Flooding.

9.3 Members to agree works to be carried out following the Tree Survey.

10. Electronic Devices / Jurassic Fibre Provision for village halls (appendix 4).

10.1 Members to consider electronic device.

10.2 Members to receive an update regarding Jurassic Fibre provision for Village Halls in the Parish.

FOR NOTING

11. To Receive Reports

(a) County Councillors
(b) District Councillors

12. Committee / Working Groups - Minutes and Reports / Correspondence (appendix 5).

12.1 Members to ratify the minutes of the Committee Meetings

(a) Planning Committee 26.06.2023
(b) Asset & Estates Committee 26.06.2023

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12.2 Correspondence received and items to note.

13. Items Public Forum / Items for next agenda

13.1 Members of the public to raise any other matters.

13.2 Members to forward items for the next agenda.

14. Date of future meetings

14.1 Members to confirm that the next Full Council meeting will be on **Monday 18th September 2023 at 19.30pm** at The Church Rooms, Woodbury.

To note: Monday 24th July 2023
Planning Committee, 7.30pm (Cllr K. Perry to lead)
Staffing, Finance & Policy, 8.15pm

EXCLUSION OF PRESS AND PUBLIC

15. Exclusion of Press and Public

(a) The Parish Council will resolve to exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).

(b) Members to receive an update regarding Exton Play Park.

(c) Personnel

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APPENDIX 2 – FINANCE

Bank reconciliations for June, Trail Balances, Quarterly Breakdown (Email attachment).

Receipts and Payments for July

DATE	Payee	Reason	Internal I	Type	Nett	VAT	TOTAL
29.06.2023	Firstcom	Telephone - Internet	JU17	DD	49.90	9.98	59.88
30.06.2023	Unity Trust Bank	Account Fees	JU18	DD	34.20	0.00	34.20
		Total			**84.10**	**9.98**	**94.08**
10.07.2023	East Devon District Council	Rates Toilets / Car park	1	DD	100.00	0.00	100.00
10.07.2023	Mrs J. Cowe	Toilets clean (Monthly)	2	BACS	455.00	0.00	455.00
10.07.2023	Mrs C Lear	Office Rent (monthly)	3	SO	462.00	0.00	462.00
10.07.2023	Personnel	July	4	BACS			0.00
10.07.2023	Mrs A Bates	HP Instant Ink	5	BACS	15.80	3.16	18.96
10.07.2023	Mrs A Bates	Microsoft 365 Business Basic	6	BACS			0.00
10.07.2023	British Gas	Electricity (Office)	7	DD	736.21	36.81	773.02
10.07.2023	British Gas	Electricity (Toilets)	8	DD	29.02	1.45	30.47
10.07.2023	British Gas	Electricity (Exton)	9	DD	15.99	0.80	16.79
10.07.2023	Clinton Devon Estates	Cricket Field	10	BACS	420.00	0.00	420.00
10.07.2023	Clinton Devon Estates	Orchard	11	BACS	60.00	0.00	60.00
10.07.2023	Stalite Signs	car park new sign	12	BACS	176.10	35.22	211.32
10.07.2023	Keys Signs	car park signage	13	BACS	71.72	14.34	86.06
10.07.2023	Barriers Direct	Cycle stands / post	14	BACS	178.97	35.79	214.76
10.07.2023	D Chesney	Barrier Works	15	BACS	78.00	15.60	93.60
10.07.2023	Mr J Davies	Maintenance	16	BACS	1,193.65	0.00	1,193.65
10.07.2023	Viking	car park lock / boxes / battery	17	BACS	74.27	14.86	89.13
10.07.2023	B&Q	Maintenance Sundries	18	BACS	115.37	23.09	138.46
10.07.2023	Acres Overland	P3 Footpaths	19	BACS	637.00	127.40	764.40
10.07.2023	Wellers Hedleys	Legal Advice	20	BACS	500.00	100.00	600.00
10.07.2023	The Play Inspection Co. Ltd	Play Inspections	21	BACS	380.00	76.00	456.00
10.07.2023	Advanced Arboriculture	Tree Inspection	22	BACS	673.00	134.60	807.60
10.07.2023		VAS Batteries	23	BACS			172.12
10.07.2023	Mrs A Bates	Imprest Account	24	BACS	78.37	1.75	80.12
					6,618.67	**640.83**	**7,431.62**
		TOTAL					
Receipts							
01.06.2022	R. Millar	Old Fire Station Rent	RJU1		125.00	0.00	125.00
13.06.2023	TSB	Closure of account	RJU2		1011166.56	0	101116.56
15.06.2023	South West Water		RJU3		643	0	643
30.06.2022	Cricket Club	Cricket Field Use	RJU4		420.00	0.00	420.00
		TOTAL			**1,063.00**	**0.00**	**1,063.00**