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 11th November 2024** at **7.30pm** in **The Church Rooms, Woodbury** 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.

Mrs. Anne-Marie Bates
Clerk to the Council

6th November 2024

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 11th November 2024

AGENDA

1. Apologies for absence

2. Approval of Minutes

2.1 To approve, as a true record, the minutes of the Full Council Meeting held on Monday **14th October 2024.** (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) County Councillors
(d) District Councillors

FINANCE

7. Finance (appendix 2).

7.1 Members to view and agree the payments to be made in **November 2024.**

7.2 Members to agree the bank reconciliations for **October 2024**, the trial balance and quarterly breakdown. (previously distributed).

7.3 Members to view and agree the Auditors Interim Report for 2024-2025

7.4 Members to view and agree the Auditing Solutions letter of engagement.

7.5 Delegation: Decisions made under delegation.

DECISION ITEMS

8. Resignations / Co-option / Committees

8.1 Members to note two resignations from Cllr Simon Andrews and Cllr Ms. Hayley Morrell both from Woodbury Salterton Ward.

8.2 Members to consider applications for **one seat** for Woodbury Salterton Ward.

8.3 Members to consider committee membership (one seat on each).

(a) Assets & Estates
(b) Staffing, Finance & Policy
(c) Environment Steering Group

9. Planning (appendix 3).

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

9.2 Members to receive a planning update and to ensure conditions relating to approved planning applications have been considered before reporting any anomalies, also to monitor appeals.

10. EDDC Strategic Planning - Emerging Local Plan / Neighbourhood Plan (appendix 4).

10.1 Members to receive reports from the recent Strategic Planning Committee meetings and agree any action to be taken, discuss next steps.

10.2 Update regarding Neighbourhood Plan and agree any action.

11. Exton Emergency Plan (**appendix 5**).

11.1 Members to view and agree to adopt Exton Emergency Plan.

12. Sign Location (appendix 6);

12.1 Members to agree to the location of the village sign depending on DCC Highways.

FOR NOTING

13. Committee / Working Groups - Minutes and Reports / Correspondence (appendix 7);

13.1 Correspondence received and items to note.

13.2 Update of any Working Groups meetings.

14. Public Forum / Items for next agenda

14.1 Members of the public to raise any other matters.

14.2 Members to forward items for the next agenda.

15. Date of future meetings

15.1 Members to note that the next meeting will be the Parish Council Meeting of the Council on **Monday 9th December 2024** at **19.30hrs** in The Church Rooms, Woodbury.

EXCLUSION OF PRESS AND PUBLIC

16. Exclusion of Press and Public

16.1 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).

16.2 Personnel