Woodbury Parish Council

(serving Exton, Woodbury and Woodbury Salterton)

Anne-Marie Bates, Clerk to the Council
Woodbury Parish Council Offices,
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Dear Councillor

Members of Woodbury Parish Council are hereby summoned to attend the **Full Council meeting** on **Monday 16th June 2025** 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.

A M Bates

Mrs. Anne-Marie Bates
Clerk to the Council

11th June 2025

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.

FULL COUNCIL MEETING ON MONDAY 16th JUNE 2025

AGENDA

1. **Apologies for absence.**

2. **Minutes.**
   To approve as a true record the minutes of the Annual Meeting of the Council dated **12th May 2025**

3. **To receive the Clerk's Report**

4. **To receive members' declarations of interest and dispensations in items on the agenda.**

5. **Public participation session with respect to items on the agenda.**
   There will be 15 minutes available for this session. A maximum of 3 minutes per speaker or time as permitted by the Chairman.

6. **To receive reports;**
   (a) Chairman
   (b) Parish Councillors
   (c) County Councillors
   (d) District Councillors

LOCAL COUNCIL AWARD SCHEME QUALITY

Chairman:	Cllr. R. Ball (Woodbury)
Vice Chairman:	Cllr. Mrs. S. Knighton (Woodbury)
Exton:	Cllrs Mrs. S. Cole, S. Parks, C. Hoar
Woodbury:	Cllrs Mrs. C. McGauley, R. Parr, K. Perry, J. Pyne, A. Wills
Woodbury Salterton:	Cllr I. Hunt, M. Wright, vacancy

7. Registration of Members Interests (Localism Act 2011 2012 Regs)

7.1 Members to confirm that their Register of Members Interests are up to date (form signed).

7.2 Members to agree that those members who are not present will submit their forms to the Clerk at the earliest convenience.

FINANCE

8. Members to view and agree the payments made in June 2025.
(A revised copy will be available at the meeting)

9. To approve the bank reconciliation figures for April 2025 and May 2025.

10. End of year / Annual Return

10.1 Members review the signatories for the Unity Trust Bank Account.

10.2 Members to view the Internal Auditor report and action any comments.

10.3 Members to agree that Auditing Solutions will carry out the interim and final audit for 2025-2026.

10.4 Members to view and agree the explanation of any significant year-on-year variances in the Accounting Statements.

10.5 Members to review the effectiveness of its system of Internal Control which is in accordance with proper practices.

10.6 Members to agree by Resolution the Annual Governance Statement 2024/2025.

10.7 Members to agree the Accounting Statements for 2024/2025.

10.8 Members to note that the Exercise of Public Rights will commence on Monday until Friday 12th July 2024.

PLANNING

11. Members to consider and make comments to East Devon District Council (EDDC) on list of applications **(The Principal Authority EDDC makes planning decisions).**

12. To receive a list of applications determined by the District Council. Members to ensure conditions relating to approved planning applications have been considered before reporting any anomalies, also to monitor appeals.

FOR NOTING

13. To receive a report (Committee Chairman) regarding the Committee meetings and any Working Groups

a) **Asset & Estates Committee 19th May 2025**

14. Correspondence received and items to note.

15. Members of the public to raise any other matters.

16. Items for the agenda of future meetings.

17. Members to note that the next Full Council meeting will be on Monday 14th July 2025 at 19.30hrs in Church Rooms, Woodbury.

Other meetings this month:

a) Planning Committee Monday 23rd June 2025 7.30pm

b) Staffing, Finance & Planning Committee Monday 23rd June 2025 8.15pm