Woodbury Parish Council

(serving Exton, Woodbury, and Woodbury Salterton)

Clerk to the Council: Mrs. Anne-Marie Bates
Woodbury Parish Council Offices,
Greenside, Greenway,
Woodbury, Devon EX5 1LP

Telephone: 01395 233791
Email: clerk@woodburyparishcouncil.gov.uk

Minutes of the Full Council meeting held on Monday 8th December 2025 at 7.30pm

Present:	Chairman	-
	Vice Chairman:	-
	Councillors:	Cllrs. J. Pyne, Mrs. S. Cole, K. Perry, I. Hunt, C. Hoar, A. Wills, Mrs. M. Wright.
	County/District Councillors	Cllr J. Trail, and Cllr G. Jung
	Officer:	Anne-Marie Bates, Clerk to the Council
	Members of the Public:	1

It was agreed that Cllr J. Pyne would chair this meeting.

FC25/96 **Apologies for Absence**

Apologies for absence have been received from Cllrs R. Ball, Mrs. S. Knighton, R. Parr, Mrs. C. McGauley, S. Parks, also County Councillor Helen Brown and District Councillor Ben Ingham.

RESOLVED that the apologies be accepted.

FC25/97 **Approval of Minutes**

RESOLVED that the minutes of Full Council meeting held on **10th November 2025** be approved as a correct and true record and signed by the Chairman.

Proposed by Cllr. K. Perry and seconded by Cllr. Mrs. S. Cole.

FC25/98 **Declarations of Interest and Dispensations**

Cllr C. Hoar declared an interest in respect of the planning application 25/2006/FUL Curlew House, Exton by virtue of being a neighbour.

FC25/99 Public Participation Session

A resident raised concerns with regards to the amended plans in respect of 25/2006/FUL Curlew House in Exton. This included that although the applicant has changed some of the building materials it does not include the roof tiles
The issues with the 4 windows on the North-East elevation haven't been addressed nor the proposed garden shed. Concern also with the proposed air source pumps and noise to neighbours. The driveway and parking issues is still an issue.

The Clerk also added that another resident had submitted comments about the same planning application. The resident appreciated the change to the facing material, which is now more in keeping with neighbouring properties but they were worried about parking as the house is moving closer to the shared driveway and there is concern of insufficient parking for larger vehicles. Previously there has been issues with parking and this wanted to be avoided.
Additionally the issues facing neighbours had not been addressed.

FC25/100 Clerk's Report

Meeting date	Task Name	Minute reference and details	Action taken (text)
08.11.2021	Play Inspections	FC21/95 arrange play inspections	Inspections completed. Maintenance work actioned on the Exton and The Green parks, others to be actioned.
13/02/2023	Tree	FC22/134.3	Kings Coronation / Duke of Edinburgh Tree – Trees received, ready for planting - Plaque to be sourced.
13.02.2023	Bonds Lane / Watery Lane connection	FC22/137.1 – Funding	Ownership of Watery Lane is being investigated.
10.11.2025	Planter for Woodbury Salterton	FC25/86.4	Ordered
10.11.2025	The Arch – Parking Restrictions	FC25/89.1/ 2	DCC review of the parking restrictions at The Arch. The 1hr to be changed to 2hr, this is in the next tranche. The third row to be unrestricted – this has to be requested by the County Councillors and considered. However, the new restrictions have to be in place for a period of time before any changes are considered. The double yellow lines have been confirmed to DCC and will be in the next tranche.

- Woodbury / Woodbury Salterton Allotments – replacement fence will be completed in next couple of weeks along with the installation of the noticeboard.
- Woodbury Allotments – plot numbers have been ordered.
- Bench replacement – Parsonage Way at the end of Cottles Lane, ordered.
- Two planters – ordered
- Honey Bridge – replacement installed.
- Leases for assets, all documents with our appointed legal team.
- Parsonage House, letter sent regarding ditch clearance.
- Stagecoach 58 bus service, poor communication, no website updates, clerk has chased.
- Cricket field – unauthorised entrance – works to be conducted in near future.
- The Arch TRO, the parking restriction from 1hr to 2hrs was missed, but will be in the next tranche. The third unrestricted row was not included, and a request will have to go through the County Councillors, but as restrictions have just been amended, we will have to wait.

FC25/101 **Reports**

(a) Chairman, deferred.

(b) Parish Councillors – Cllr C . Hoar advised that the battery has been replaced for the reduce speed sign in Exton.

(c) Cllr. J. Trail provided an update regarding Dinan Way extension including road closures (Hulham Road).

A new puffin crossing on the A376 near to the Co Op between Lympstone / Exmouth has been installed which will also slow traffic down.

There has been a number of burst main water pipes which has resulted in additional road closures.

Cllr J. Trail had spoken to DCC Steve Western, senior transport co-ordinator regarding the bus situation and both agreed it was not satisfactory. Cllr. J. Trail advised that it was not the Parish Council's responsibility to put up notices to residents at the bus stops. Cllr J. Trail will be having a meeting with developers regarding traffic calming measurers. Cllr J. Pyne asked if the Parish Council can also be included at the meeting, but this request was declined.

(d) G. Jung gave a report which included that due to a blockage there has been sewage tankers at Budleigh Salterton.

Local Government Reorganisation update was provided. Cllr Jung advised that all authorities have now submitted their recommendation on how Devon should be split.

Depending on the option it could result in a reduced number of councillors representing each parish which gives poor representation to the rural parishes. It could also be that Plymouth, Exeter and Torbay annexing numerous rural parishes is simply a land grab. And without rural parishes having a town or city how can it work? Other options i.e. the 4/5/1 option EDDC believes it gives the best balance of councillor numbers but splits the Devon unified services such as Highways and Children and other services.

Whatever the government decides Lympstone, Woodbury and Exmouth will be in the same Council as Exeter, as all 3 scenarios.

Harbour Review Order. (This includes the canal and basin plus the whole Estuary to a mile offshore.) Exeter City Council wants to update the historic out of date bylaws and governance. East Devon District Council and many users' groups have submitted their concerns especially with regards to charging Estuary users.

The Local Plan Consultation, Is now out for an 8-week consultation. This includes all the changes following the previous public feedback and includes the Water Cycle Report the Air quality report effecting the Pebblebeds and the new town proposal.

Cllr Jung suggested that the issues regarding sewage treatment and Air Quality are key issues to this Parish and need to be carefully scrutinised.

Unwarranted developments. Cllr G Jung provided an update regarding the housing development and said "None of you like it and nor do I, but we are compelled to provide 950 locations for dwellings a year, in our Housing Plan. No ifs no buts. If we don't, developers have carte blanche, and the Council will not have a say where they go".

Two recent unwanted proposals one for 150 at the top end of Hulham Road which is 2 sites eliminated from the local plan, as it is in Lympstone Exmouth Gap. Then a new community of 1750 new dwellings straddling the land between Clyst St George and Clyst St Mary which is to be submitted very early next year.

Both are rejected sites for the new local plan, but from the dubious evidence provided by the developers they both claim substantial local and planning support.
Cllr Jung will be resisting these 2 very undesirable proposals, and he hopes to have the Parish Councils support.

FC25/102 Finance

FC25/102.1 Approval of payments and receipts

Cllr. C. Hoar proposed that the payments be approved for December 2025; this was seconded by Cllr. A. Wills and was unanimously agreed.

RESOLVED that the payments be approved.

Payments

DATE	Payee	Reason	Interna	Type	Nett	VAT	TOTAL
25.11.2025	British Gas	Electricity (Office) **(CR £103.58 - £128.69)**	28	DD	25.11	6.43	31.54
27.11.2025	Firstcom Europe	Telephone / Internet	29	DD	51.12	10.22	61.34
30.11.2025	Unity Trust Bank	Bank Charges	30	DD	9.00	0.00	9.00
					Total		**101.88**
08.12.2025	East Devon District Council	Car Park / Premises	1	SO	100.00	0.00	100.00
08.12.2025	Grange Cleaning	Toilets clean (Monthly) + Unblocking call ou	2	BACS	456.25	0.00	456.25
08.12.2025	Mrs C Lear	Office Rent (Monthly)	3	SO	462.00	0.00	462.00
08.12.2025	Personnel	Personnel (Monthly)	4	BACS	5,057.55	0.00	5,057.55
08.12.2025	Everflow Water	Water	5	DD	271.63	0.00	271.63
08.12.2025	Mrs A Bates	HP Instant Ink	6	BACS	17.20	3.44	20.64
08.12.2025	Mrs A Bates	Microsoft 365 Business Basic	7	BACS	46.66	9.33	55.99
08.12.2025	British Gas	Electricity (Office)	8	DD	194.32	9.72	204.04
08.12.2025	British Gas	Electricity (Toilets)	9	DD	28.13	1.41	29.54
08.12.2025	British Gas	Electricity (Exton)	10	DD	17.54	0.88	18.42
08.12.2025	Arcass	Grass cutting contract	11	BACS	40.00	8.00	48.00
08.12.2025	EDF	The Green Electric	12	BACS	18.49	0.92	19.41
08.12.2025	Mrs A Bates	Imprest Account	13	BACS	193.23	25.53	218.76
08.12.2025	Mrs S.Cole	Christmas	14	BACS	104.39	32.88	137.27
08.12.2025	Mr G Joyce	Christmas Tree Sundries	15	BACS	28.14	5.63	33.77
08.12.2025	T I Glanville Home Improvements	Install Lectern WS Allotments	16	BACS	145.00	0.00	145.00
08.12.2025	South West Water	Woodbury Salterton Allotments Water	17	DD	202.37	0.00	202.37
08.12.2025	SLCC	Membership	18	BACS	72.00	0.00	72.00
08.12.2025	Auditing Solutions	Internal Audit	19	BACS	230.00	46.00	276.00
08.12.2025	South West Water	Woodbury Allotments Water	20	DD	33.17	0.00	33.17
08.12.2025	Mr Grist	The Arch Flowers	21	BACS	37.00	0.00	37.00
08.12.2025	Parish Council Websites	.gov.uk subscription & support	22	BACS	228.00	45.60	273.60
08.12.2025	Mrs S. Cole	Chairmans Allowance	23	BACS	35.00	7.00	42.00
08.12.2025	Mrs E Waller	Sundries	24	BACS	18.34	0.00	18.34
08.12.2025	Exmouth & District Comm.Transport	Transport Grant	25	BACS	739.39	0.00	739.39
08.12.2025	Bagwells Ltd	Service to Flower Street Toilets	26	BACS	65.50	13.10	78.60
08.12.2025	Bagwells Ltd	Supply & replace flower street lamps	27	BACS	198.76	39.75	238.51
		TOTAL			**9,040.06**	**249.19**	**9,289.25**

Receipts

	TOTAL	**0.00**

FC25/102.2 Bank Reconcilliations

Members to agree that the bank reconciliations, and trial balances for November 2025.

RESOLVED that they be approved. Theses were signed by Cllr I. Hunt.

Current Account - Unity Trust Bank

Monthly Meeting Balance Sheet	**Nov-25**
Payments	16,469.21
Income (previous month)	0.00
Monthly Meeting Balance Total	16,469.21
Bank Statement (1st of Month)	87,545.57
Bank Statement (Last day of Month)	70,974.48
Bank Statement Balance	-16,571.09
Monthly Meeting Total - Bank Stmt Balance Total	**-101.88**
Payments presented in a different month	101.88
Receipts received but presented in diff. month	0.00
Additional Receipts received	0.00
Difference	**101.88**
Savings Unity Bank	71,345.93
Savings Unity Bank Interest	0.00
Total	**71,345.93**
Cambridge & Counties Bank	87,213.35
Interest (OPENED 02/10/2023)	250.46
Deposit A/c Monthly Balance	87,463.81
Grand TOTAL at end of Month	**229,784.22**
Imprest Account	250.00
TOTAL	**230,034.22**

FC25/102.3 Members to receive an update of CIL / S106 Funds.

Members were provided with a report showing the current status of the CIL and S106 payments.

FC25/102.4 Members to agree to the Staffing & Finance & Policy Committee recommendation to accept the Internal Auditors Report.

RESOLVED that this be approved. Members were pleased that there were no issues raised.

FC 25/103 Planning

FC25/103.1 **RESOLVED** that the following comments be submitted to the East Devon District Council:

Exton

25/2233/FUL	7 Barton Close, Exton, Devon EX3 0PE	Enclosing existing front porch.	Resolved: Woodbury Parish Council **supports** this application. Under Delegation	25/1906/CPL Certificate of lawful development for proposed single storey rear extension. Approved 22/10/2025 CPL Approve Part 1
25/2350/FUL	Kensmead, Green Lane, Exton, Devon, EX3 0PW	Erection of replacement dwelling following demolition of existing dwelling.	Resolved: Woodbury Parish Council **supports** this application. (Proposed by Cllr. C. Hoar and seconded by Cllr. S. Cole) (Vote:7-0)	
25/2422/FUL	Driftwood River Front Exton, Devon, EX3 0PR	Erection of rear ancillary annexe, detached front garden carport, and raised decked area to the front threshold	Resolved: Woodbury Parish Council **supports** this application. (Proposed by Cllr. C. Hoar and seconded by Cllr. S. Cole) (Vote:7-0)	Subject to the height of the carport and annexe does not exceed 3 metres.
25/2006/FUL	Curlew House, Exton Exton, Devon	Demolition of existing dwelling and construction of a new single replacement dwelling.	Resolved: Woodbury Parish Council does not support this application Proposed by Cllr. S. Cole and seconded by Cllr. J. Pyne) Cllr C. Hoar did not participate (Vote : 0-6)	Same reasons as Planning Committee meeting 27th October 2025

Woodbury

25/2440/TRE	Collingwood, Oakhayes Road, Woodbury, Exeter, EX5 1JT	T1 - Oak: reduce southeast limb, arising at 7-8m above ground level, to first available growth points. 100mm diameter of cut. Remove any hazardous deadwood.	Resolved: Woodbury Parish Council **supports** this application. (Proposed by Cllr. K. Perry and seconded by Cllr. J. Pyne) (Vote: 7-0)

Woodbury Salterton – None

Other

25/2221/MOUT	Land North of Hulham Road, Exmouth	Outline planning permission (with all matters reserved apart from access) for the phased development of up to 151 residential dwellings.	Resolved: Woodbury Parish Council **does not support** this application. (Proposed by Cllr. J. Pyne and seconded by Cllr. K. Perry) (Vote: 0-7) A number of reasons were included in the Parish Councils response.

Appeals – None

FC25/103.2 **Planning Update**

Planning update was circulated (separate report on website)

RESOLVED that these be noted.

FC25/104 EDDC Strategic Planning / Neighbourhood Plan

FC25/104.1 Cllr. A. Wills gave his report to members of the recent EDDC Strategic Planning meeting, which was noted.
Main points: Reg 19 of the Local Plan, minor amendments, the water cycle study report now received by EDDC that raises some issues, including – all sites in Woodbury exceed South West Water's capacity. Time scale of SWW's works is not available resulting in Grampian Orders.
Housing monitoring – 3.5-year Land Supply, still the tilted balance remains. (Full applications only are counted into the 5-year land supply).

.

FC25/104.2 The examiner for the Neighbourhood Plan has now been appointed and he will be carrying out a site visit and sharing his findings. There will probably be additional work required.

FC25/105 Affordable Housing

FC25/105.1 Affordable Housing needs to be discussed. Members discussed that a working group should be set up.

RESOLVED that a working group be set up.

FC25/106 WCPF Questionnaire

Cllr J. Pyne circulated the results of the recent questionnaire in respect of Woodbury Community Playing Field and amenities in Woodbury.

Further discussions with the WCPF Committee will be held in the new year along with Woodbury Village Hall Committee regarding future projects.

FC25/107 **Items to Note / Correspondence**

To receive a report (Committee Chairman) regarding the Committee meetings and any Working Groups.
The following meetings were noted.

a) **Staffing, Finance & Policy Committee Meeting 24th November 2025**
b) **Asset & Estates Committee Meeting 24th November 2025**

Members noted the following communications.

1. Devon Funding Bulletin 10.11.2025
2. Dinan Way Newsletter 10.11.2025
3. Exeter City proposals – Harbour Authority 13.11.2025
4. DALC Bulletin 13.11.2025
5. Bird Flu Exminster & Powderham Marches 24.11.2025
6. Prepare for winter -26.11.2025

FC25/108 **Public Forum / Items for the next agenda**

Cllr A. Wills raised that the Village Design Statement requires updating. Cllr A. Wills will investigate further.

FC25/109 **Date of future meeting**

The next Full Council meeting will be held on **Monday 12th January 2026** starting at 7.30pm, in The Church Rooms, Woodbury.

Upcoming meetings
Planning Committee meeting, 26th January 2026, 7.30pm
Asset & Estates Committee, 26th January 2026, 8.15pm

Meeting closed at 9.30pm

Signed: _____
Chairman

Date: _____