Woodbury Parish Council

(serving Exton, Woodbury and Woodbury Salterton)

Clerk to the Council: Mrs. Anne-Marie Bates
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Minutes of the Estates & Assets Committee Meeting held on 26th January 2026

Committee Members – Cllrs, C. Hoar, R. Parr, S. Parks, J. Pyne, K. Perry, I. Hunt

Present:	Chairman	Cllr S. Parks
	Vice Chairman:	Cllr. C. Hoar
	Councillors:	Cllrs. J. Pyne, K. Perry
	Visiting Members:	Cllrs A. Wills, Mrs. M. Wright, Mrs. S. Knighton, Mrs. C. McGauley
	District/County Councillors	-
	Officer:	Anne-Marie Bates Clerk to the Council / RFO
	Members of the Public:	0

EA25/43 **Apologies for Absence**

Apologies for absence had been received from Cllrs. I. Hunt, R. Parr.

RESOLVED that these be accepted.

EA25/43 **Approval of Minutes**

RESOLVED that the minutes from the meeting held on **Monday 27th November 2025** be approved as a correct and true record and signed by the Chairman.

Proposed by Cllr. C. Hoar and seconded by Cllr. K. Perry.

EA25/44 **Declarations of Interest and Dispensations**

None received.

EA25/45 **Public Participation Session**
Nothing received.

EA25/46 **Allotments**

25/46.1 Member to receive an update of the Allotment sites by appointed representatives.

(a) Woodbury Salterton

Woodbury Salterton	Councillor/Clerk Actions	Responsible	Achieved
2025	New car park fence, included in specification with Woodbury Site.	Clerk	Completed
2026	Noticeboard has just been hit, to be checked.	Clerk	

(b) Woodbury

- Community plot is doing very well and continuing to take shape.

Woodbury	Representative /Councillor/Clerk Actions	Responsible	Achieved
23/10/2023	New boundary fence (post & rail) fence, new entrance gates	Clerk	Completed
	Noticeboard, wasn't put up due to a bent post, replacement received, now waiting for contractor to install.	Clerk	In Progress
	Plot numbers	Clerk	Purchased - to be installed.
	Mini Skip	Graham	Tbc
FC24/ 17.1	Water Supply, Leak – replacement tap	Clerk	Leak stopped, but SWW has issues locating the site. Chased.

- Three plots now have new plot holders, and one plot has become vacant, no one is on our waiting list, we have advertised in the Woodbury News.

EA25/47 **Councillor / Clerk Report**

25/47.1 The following points were given in the reports which were noted.

	Councillor/Clerk Actions	Responsible	Achieved
EA21/9	Asset Register to be reviewed / updated	Cllr Perry / Cllr Wills	Ongoing
EA24/9.1 (c)	FP6 appears to be blocked by a bank of overgrown vegetation	Cllr R. Parr to investigate	No longer an issue
EA24/20.1	Parsonage Monument Sign damaged – to be fixed	Clerk	Completed
EA24/20.1	Defibrillator (WS to be relocated)	Cllr I. Hunt / Clerk	Investigating

EA24/20.1	WS Play Park, Gate / Shelter damage	Clerk	In progress
EA24/20.1	The Orchard set up to be reviewed	Clerk	In progress
EA25/09.1	Rydon Lane, stone to entrance gate	Cllr R. Parr	
EA25/10.1	New Bench to be purchased, (opp. Summerfield)	Clerk	Completed
EA25/10.1c/25/22	Exton new bin, agreed to purchase, location to be determined	Exton Cllrs / Clerk	Members agreed to move The Green bin adjacent to parking area to be moved.
EA25/11	Community Orchard – license	Clerk	In progress
EA25/11.5	Community Playing Fields Questionnaire	Clerk / Cllrs CM/AW	Results to be discussed.
EA25/21	Trees (dead) adjacent to Woodbury play park – contact families Fire Station Stumps	Clerk	Trees now removed. Stumps and Fire Station works to be completed. Trees to be replaced.
EA25/22	• Town Lane hedge – DCC / CDE • Salt Bins – cut back vegetation • Exton – Solar VAS • Flower Street car park (pathway) • Honey Lane – Bridge (Sleeper to be replaced)	Clerk	• In progress • In progress New batteries bought, but do not last more that two weeks. **RESOLVED** that the clerk purchases a Solar VAS • In progress • Completed
EA25/41 a) b) c) d)	• Orchard Close – Tree • The Green car park – lining • Green Spot – Bus Shelter • Broadway bus shelters • Leases to be reviewed • Tree works required including memorial area • Dumped rubbish behind club • Ponds plan • Benches – ownership / maintenance • Signage		• EDDC Tree Officer has put a TPO on the Tree • Quotes to be sort • To be investigated • Being discussed with developers • In progress • In progress • Clerk chased club • To be investigated • To be investigated • Signs up but issue with gate

Cllr Mrs. C. McGauley/resident left the meeting.

EA25/48 **Finance / Leases**

25/48.1 The Clerk to generate a maintenance program for members to consider.

25/48.2 Members noted that the legal team has now been appointed and paperwork is being transferred to them, it is hoped to receive a report by the end of January.

EA25/49 **Assets**

Topic	Details	Councillor Considerations
(a) Woodbury Village Hall	Woodbury Village Hall	Cllr S. Knighton and Cllr K Perry to be on the working group to review the future of the hall.
(b) Green Spot	Residents have requested that a bus shelter is located at The Green Spot as there is a large number of children that get on the bus and there is no protection from the elements. Another location for a bus shelter is on Broadway and that the layby needs the bus stop reinstated.	To be discussed. Discussion with Taylor Wimpey and DCC (our request was in 2024) Awaiting response.
(c) Cricket Field Orchard Dog Walking Area	Leases to be reviewed. Tree works required including Memorial area. Dumped rubbish behind Cricket Club – clerk emailed Ponds – plan required Benches – ownership / maintenance determined. Signage addressed.	 February Awaiting response In Progress In Progress In Progress

- Cllr K. Perry asked for an update on the closure of the unauthorised cricket field dog walking entrance and the Clerk advised that tree and ditch works are required. The Clerk to chase.

EA25/50 **Date of future meeting**

The next meeting of the Committee will be on **Monday 27th April 2026** starting at 8.15pm, The Church Rooms, Woodbury.

The meeting closed at 9.45pm

Signed: _____
Chairman

Date: _____

DRAFT