Woodbury Parish Council

(serving Exton, Woodbury, and Woodbury Salterton)

Clerk to the Council: Mrs. Anne-Marie Bates
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Minutes of the Full Council meeting held on Monday 8th June 2026 at 7.30pm

Present:	Chairman	Cllr. R. Ball
	Vice Chairman:	Cllr. J. Pyne
	Councillors:	Cllrs. K. Perry, S. Parks, Mrs. M. Wright, C. Hoar, I. Hunt.
	County/District Councillors	Cllrs J. Trail and B. Ingham
	Officer:	Anne-Marie Bates, Clerk to the Council
	Members of the Public:	1

FC26/36 **Apologies for Absence**

Apologies were received by Cllrs Mrs. S. Cole, A. Wills, R. Parr, Mrs. S Knighton, also County Councillor Helen Brown and District Councillor Geoff Jung.

RESOLVED that the apologies be accepted.

FC26/37 **Approval of Minutes**

RESOLVED that the minutes of the Annual Meeting of the Council meeting held on **11th May 2026** be approved as a correct and true record and signed by the Chairman.

Proposed by Cllr. J. Pyne and seconded by Cllr. S. Parks

FC26/38 **Declarations of Interest and Dispensations**

Cllr J. Pyne declared an interest by virtue of being a neighbour of application 26/1065/TCA.

FC26/39 **Public Participation Session**

Nothing raised.

FC26/40 **Clerks Report**

Members noted the Clerk's report.

- Clerk has completed the close down of the 2025-2026 accounts.
- Bench – corner of Fulford Way has been vandalised (beyond repair), replacement ordered.
- CCTV, one quote received another two awaiting. Staffing, Finance & Policy Committee, members agreed that this committee is to consider if remaining grant can be given to this project.

Meeting date	Task Name	Minute reference and details	Action taken (text)
13.02.2023	Tree	FC22/134.3	Kings Coronation / Duke of Edinburgh Tree to be planted in coming weeks. 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	Received , being planted prior to installation.

FC26/41 **Reports**

a) Chairman, Cllr R. Ball said that he and Cllr J. Pyne had attended the Exmo 20 3West Group presentation evening. Concerns with the environmental impact especially with the pebble bed heath, traffic issues, and the cumulative impact of the area.
Buffer zones are potentially being used for a cemetery.

The Parish Council has sent a letter to Devon County Council, East Devon District Council, as well as County and District Councillors, and neighbouring Parish / Town Councils regarding the cumulative impact of the many proposed developments in the west part of East Devon.

b) Parish Councillors – Cllr S. Parks advised that he had attended a meeting with the Police regarding recent issues. The Clerk provided an update.
Cllr K. Perry advised that he is attending a village hall meeting on 24th June 2026 as now Mr Hunt has been commissioned to carry out the feasibility study for a village hall.

c) Cllr J Trail advised that additional signage was being put up tomorrow regarding the Globe Hill closure. Unfortunately, some of the lanes have been used as rat runs and he asked that all issues are logged.
With regards to planning, each development is being looked at on an individual basis not cumulatively and he felt that this part of Devon is being hit with too much development. He has a meeting next week with the Head of Planning and Highways and will be raising our concerns as well.
Cllr J Trail asked for support from the Parish Council for a crossing at CTCRM; facilities are being used by different ages, and the bridge is not ideal.
(Clerk to put this onto the next agenda).
A bus update was provided.

d) Cllr B. Ingham advised that he agreed with the cumulative impact concerns and the new Town should have been for 10k not 2.5k and then villages would have had minimal expansion.

FC26/42 Finance

FC26/42.1 Approval of payments and receipts

Cllr. S. Parks proposed that the payments be approved for June 2026; this was seconded by Cllr. K. Perry and was unanimously agreed.

RESOLVED that the payments be approved.

June Payments

Payments

DATE	Payee	Reason	Internal No.	Type	Nett	VAT	TOTAL
08/06/2026	Firstcom Europe	Telephone / Internet	27	DD	63.24	12.65	75.89
							75.89
08/06/2026	East Devon District Council	Car Park / Premises	1	SO	100.00	0.00	100.00
08/06/2026	Grange Cleaning	Toilets clean (Monthly)	2	BACS	456.25	0.00	456.25
08/06/2026	Mrs C Lear	Office Rent (monthly)	3	SO	462.00	0.00	462.00
08/06/2026	Personnel	Personnel	4	BACS	6,520.84	0.00	6,520.84
08/06/2026	Mrs A Bates	HP Instant Ink	5	BACS	46.66	9.33	55.99
08/06/2026	Mrs A Bates	Microsoft 365 Business Basic	6	BACS	17.02	3.40	20.42
08/06/2026	British Gas	Electricity (Office)	7	DD	54.25	2.71	56.96
08/06/2026	British Gas	Electricity (Toilets)	8	DD	26.86	1.34	28.20
08/06/2026	British Gas	Electricity (Exton)	9	DD	145.13	7.26	152.39
08/06/2026	Dartmoor Tree Surgeons Ltd	Work at The old Fire Station	11	BACS	710.00	142.00	852.00
08/06/2026	Mrs W Gillings	Cut Direct Ltd - Gulliford Perspex	12	BACS	42.69	8.54	51.23
08/06/2026	Parish Online	Mapping Software per year	13	BACS	90.00	18.00	108.00
08/06/2026	EDF	The Green electric	14	BACS	19.10	0.96	20.06
08/06/2026	Viking Office UK Limited	Office Supplies	15	BACS	147.13	29.44	176.57
08/06/2026	MJ Lynch	WS allotments & cricket pitch	16	BACS	585.00	117.00	702.00
08/06/2026	Unity Trust Bank	Bank charges	17	SO	12.10	0.00	12.10
08/06/2026	Venn Bridge LLP	Half Yearly Rent Cricket Field	18	BACS	550.00	0.00	550.00
08/06/2026	Venn Bridge LLP	Quarterly Rent Orchard	19	BACS	76.25	0.00	76.25
08/06/2026	Auditing Solutions Limited	Final Internal Audit Service	20	BACS	140.00	28.00	168.00
08/06/2026	Glasdon UK Limited	Phoenix Seat	21	BACS	608.40	121.68	730.08
08/06/2026	Alvian Play & Recreation	Wood Salt Play Equipment repairs	22	BACS	530.00	106.00	636.00
08/06/2026	Viking Office UK Limited	10 x Slippery Surface Adhesive Signs	23	BACS	11.58	2.32	13.90
08/06/2026	Cancelled	Cancelled	24	BACS	0.00	0.00	0.00
08/06/2026	Arccas	Grounds Maintenance	25	BACS	1,175.00	235.00	1,410.00
08/06/2026	JA Morrish	Gulliford Grounds Maintenance	26	BACS	270.00	0.00	270.00
08/06/2026	Everflow Water	Water IN CREDIT	27	DD	0.00	0.00	0.00
08/06/2026	Joyce Jeans	Hire of Church Rooms	28	BACS	110.00	0.00	110.00
08/06/2026	Bagwells	Call out for damage to toilets door	29	BACS	105.00	21.00	126.00
08/06/2026	Alison Smeatham	Community Allotments	30	BACS	152.86	0.00	152.86
		TOTAL			**13,164.12**	**853.98**	**14,018.10**
Receipts							
21/05/2026	South West Water	Refund Woodbury Salterton Allotments	R1	BACS	37.51	0.00	37.51
05/05/2026	Zoe Thomson	Community Plot event	R2	BACS	5.00	0.00	5.00
05/05/2026	William Barry	Community Plot event	R3	BACS	10.00	0.00	10.00
05/05/2026	HMRC VTR	VAT	R4	BACS	433.35	0.00	433.35
11/05/2026	Charles Collins	Community Plot event	R5	BACS	10.00	0.00	10.00
		TOTAL			**495.86**	**0.00**	**495.86**

Current Account - Unity Trust Bank

Monthly Meeting Balance Sheet	**Mar-26**	**Apr-26**	**May-26**
Payments	22,963.95	13,516.90	17,405.21
Income (previous month)	-11,532.94	-572.50	-87,462.05
Monthly Meeting Balance Total	11,431.01	12,944.40	-70,056.84
Bank Statement (1st of Month)	50,514.14	27,725.21	101,595.18
Bank Statement (Last day of Month)	27,725.21	101,595.18	84,572.43
Bank Statement Balance	-22,788.93	73,869.97	-17,022.75
Monthly Meeting Total - Bank Stmt Balance Total	**-11,357.92**	**86,814.37**	**-87,079.59**
Payments presented in a different month	397.48	75.18	113.40
Receipts received but presented in diff. month	11,532.94	572.50	87,462.05
Additional Receipts received	-572.50	-87,462.05	-495.86
Difference	**11,357.92**	**-86,814.37**	**87,079.59**
Savings Unity Bank	71,739.11	72,109.11	72,109.11
Savings Unity Bank Interest	370.00	0.00	0.00
Total	**72,109.11**	**72,109.11**	**72,109.11**
Cambridge & Counties Bank	88,187.88	88,431.38	88,667.67
Interest (OPENED 02/10/2023)	243.50	236.29	230.65
Deposit A/c Monthly Balance	88,431.38	88,667.67	88,898.32
Grand TOTAL at end of Month	**188,265.70**	**262,371.96**	**245,579.86**
Imprest Account	250.00	250.00	250.00
TOTAL	**188,515.70**	**262,621.96**	**245,829.86**

FC26/42.2 Bank Reconcilliations

Members to agree that the bank reconciliations, and trial balances for April and May 2026.

RESOLVED that these reconciliations be approved.

FC26/42.3 Members to view the Internal Auditor report and agree to any actions to be taken.

RESOLVED that the report be accepted and it was noted that there were no actions to be taken. The Chairman thanked the Clerk for all her hard work.

FC26/42.4 Members to agree that Auditing Solutions carry out the interim and final audit for 2026-2027.

RESOLVED that this be approved.
It was noted that this would be the last year the accounts would be audited due to retirement. The Clerk has made contact with another company.

FC26/42.5 Members to view and agree to the explanation of any significant year-on-year variances in the Accounting Statements.

RESOLVED that the explanation be approved.

FC26/42.6 Members to review the effectiveness of its system of Internal Control which is in accordance with the proper practices.

RESOLVED that these be approved.

FC26/42.7 Members to agree by Resolution the Annual Governance Statement 2025/2026.

RESOLVED that this be approved.

FC26/42.8 Members to agree to the Accounting Statements for 2025/2026.

RESOLVED the these be approved.

FC26/42.9 Members to note that the Exercise of Public Rights will commence on Thursday 11th June 2026 – Wednesday 22nd July 2026.

RESOLVED that this be approved.

FC26/43 **Projects**

Members to receive an update on current projects; discuss and agree any action.

a) Watery Lane (Cllrs R. Ball/ R. Parr), Proposal now submitted to Clinton Devon Estates awaiting meeting confirmation to discuss.
b) Woodbury Community Playing Fields (Cllr A. Wills) – Awaiting lease update.
c) Woodbury Village Hall (Cllrs K. Perry) – CCTV is being considered by the Committee and meeting on 26th June 2026.
d) Cricket Field (Cllr K. Perry) – Awaiting lease update.

ACTION: Clerk setting up working group meeting to discuss the leases.

FC26/44 **DDC Strategic Planning / Neighbourhood Plan / Village Design Statement**

FC26/44.1 No Strategic meeting.

FC26/44.2 Cllr J. Pyne advised that the Neighbourhood Plan Referendum is taking place on 30th July 2026.
EDDC dates are a bit confusing, Cllr J. Pyne to make a poster as EDDC only provide a Statutory Notice.
All details will be going onto our and EDDC websites.

FC26/44.3 Village Design Statement public consultation will take place on 4th September 2026.

FC26/45 **Road Warden Scheme**

Members to discuss and agree if the Parish Council are to sign up to the scheme.

RESOLVED that the Clerk will ask residents if anyone is interested and see what response are received, also to get more information about the scheme.

FC26/46 **Freedom of Information Policy**

Members to agree to the Freedom of Information Policy.

RESOLVED that the policy be approved.

FC26/47 **Planning**

FC26/47.1 **RESOLVED** that the following comments be submitted to the East Devon District Council:

Exton - None

Woodbury

26/0964/TCA	Bixley Haven, Broadway, Woodbury, Exeter EX5 1NR	T1 - Cedar, fell to ground level. T2 - Ash, remove upper canopy to leave 6m habitat poles. T3 - Leyland Cypress, fell to ground level. T5 - Monterey Cypress, crown lift to 3m above ground level. T6 - Portuguese Laurel, trim top hard to shape. T7 - Robinia, crown reduce by up to 2m, ensuring a minimum 1.5m clearance from property.	Resolved: Woodbury Parish Council **supports** this application subject to the Tree Officers Report. (Proposed by Cllr. R. Ball & Cllr. S. Parks seconded) (Vote 6-0) Cllr. J. Pyne did not vote due to interest
26/1065/TCA	Rosemary Cottage, Broadway, Woodbury EX5 1NR	T1, Silver Birch : remove lowest southern primary limb, arising at 5m above ground level, back to source on main stem. Maximum diameter of cut 75mm.	Resolved: Woodbury Parish Council **supports** this application subject to the Tree Officers Report. (Proposed by Cllr. J. Pyne & Cllr. K. Perry seconded) (Vote 7-0)
26/1036/V106 24/0301/MOUT	Land South of Meeting Lane, Lympstone	Section 106 viability reappraisal	Resolved: Woodbury Parish Council does **not support** this application as 3West Group accepted the contribution when the original application was submitted and approved (Proposed by Cllr. K. Perry & Cllr. J. Pyne seconded) (Vote 0-6) (Cllr. S. Parks abstained)

26/0016/MRES	Land South of Gilbrook House, Woodbury	Reserved matters application (appearance, layout, scale and landscaping) for the construction of 57 residential dwellings including affordable housing, public open space, associated infrastructure pursuant to outline planning application 23/2166/MOUT and the discharge of conditions 6 (Tree Mitigation Measures), 8 (LEMP), 10 (Flood Risk and Drainage), 13 (Flood Risk Details), 16 (Biodiversity Net Gain), 22 (Waste Audit Statement), 23 (Energy and Sustainability Statement) and 24 (Pedestrian Footpath and Bridge)	Resolved: Woodbury Parish Council **supports** this application. (Original Proposal to NOT support by Cllr. K. Perry & Cllr. R. Ball seconded) **Counter proposal** to **support** by Cllr. S. Parks and Cllr. C. Hoar seconded) (Vote on counter proposal 4-3 to support the application subject to our previous objections being resolved.

Councillor Mrs M. Wright had to leave the meeting.

26/1003/FUL	Littlefield, Parsonage Way, Woodbury EX5 1HY	Proposed revised garage building internal layout, door/window arrangement and gardener's WC.	Resolved: Woodbury Parish Council **supports** this application. (Proposed by Cllr. K. Perry & Cllr. S. Parks seconded) (Vote 6-0) Cllr. M. Wright had left the meeting

WOODBURY SALTERTON - None

Appeals: Educatering Appeal to be heard 23rd June 2026, which Cllr J. Pyne will represent the Parish Council.

FC26/47.2 **Planning Update** No update.

FC26/48 Items to Note / Correspondence

- 14/5/2026 Community Emergency Hubs – 3rd / 10th June Workshops

FC26/49 Public Forum / Items for the next agenda

- CTCRM Pedestrian Crossing
- Leases
- Road Warden Scheme

FC26/50 Date of future meeting

The next meeting will be the Full Council to be held on **Monday 13th July 2026** starting at 7.30pm, in Woodbury, Church Rooms.

Upcoming meetings
Planning Committee, 22nd June 2026, 7.30pm
Staffing, Finance, Policy Committee, 22nd June 2026, 8.15pm

Meeting closed at 9.30pm

Signed Chairman _____Date: _____