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 May 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:	Cllr. K. Perry, J. Pyne
	Visiting Members:	-
	District/County Councillors	-
	Officer:	Anne-Marie Bates Clerk to the Council / RFO
	Members of the Public:	0

EA26/11 **Election of Chairman**

To Propose and Second nomination for the office of Chairman and, if there is more than one nominee, to vote thereon.

Cllr C. Hoar proposed and Cllr J. Pyne seconded that Cllr S. Parks be nominated as Chairman. No other nominations.

RESOVLED that Cllr S. Parks be Chairman.

EA26/12 **Election of Vice Chaiman**

To Propose and Second nomination for the office of Vice Chairman and, if there is more than one nominee, to vote thereon.

Cllr S. Parks proposed and Cllr J. Pyne seconded that Cllr C. Hoar be nominated as Vice Chairman. No other nominations.

RESOLVED that Cllr C. Hoar be Vice Chairman.

EA26/13 **Apologies for Absence**

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

RESOLVED that these be accepted.

EA26/14 **Approval of Minutes**

RESOLVED that the minutes from the meeting held on **Monday 27th April 2026** be approved as a correct and true record and signed by the Chairman.

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

EA26/15 **Declarations of Interest and Dispensations**

None received**.**

EA26/16 **Public Participation Session**

Nothing received.

EA26/17 **Allotments**

26/17.1 Member to receive an update of the Allotment sites by appointed representatives.

(a) Woodbury Salterton

All plots are taken and two are on the waiting list.

Woodbury Salterton	Councillor/Clerk Actions	Responsible	Achieved
2026	Noticeboard damaged	Clerk	Plot holders repair being checked.

(b) Woodbury

- Community plot is doing very well and continuing to take shape.
- All plots are taken, four on the waiting list and one plot is being monitored.

Woodbury	Representative /Councillor/Clerk Actions	Responsible	Achieved
23/10/2023	Noticeboard, new post being purchased. To be installed in the next week.	Clerk	
	Mini Skip	Graham	Tbc
FC24/ 17.1	Water Supply, Leak – replacement tap	Clerk	Leak fixed, new stop cock and meter installed. Now seeking a leakage allowance, updated bill.

EA26/18 Councillor / Clerk Report

26/18.1 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
EA24/20.1	Defibrillator (WS to be relocated)	Cllr I. Hunt / Clerk	Investigating
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	Ongoing
EA25/10.1c/25/22	Exton bin,	Exton Cllrs / Clerk	Bin now in situ.
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.
EA25/41 a) b) c) d)	• Green Spot – Bus Shelter • Broadway bus shelters • Leases to be reviewed <u>Cricket Field</u> • Tree works required including memorial area. • Dumped rubbish behind club • Ponds plan. • Benches – ownership / maintenance • Signage		• 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

Other: 20 is Plenty road signs £795 each.

- Clerk to contact DCC Highways, they do not want these on the roads.

Anti-Social behaviour / asset damage has been reported to the Police and in the process of being repaired.

- Clerk having ongoing communication with the Police.

EA26/19 Assets

26/19.1 Clerk advised that she will be processing the work carried out by Cllr K Perry on the Asset Register and finalising ownership of some of the assets that were queried.

EA26/20 **Date of future meeting**

The next meeting of the Committee will be on **Monday 27th July 2026** starting at 8.15pm, The Church Rooms, Woodbury subject to room availability.

EXCLUSION OF PRESS AND PUBLIC

21. Exclusion of Press and Public

21.1 The Parish Council resolved 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).

21.2 Leases update – Lease advisories have been received and working group to be set up.

21.3 Watery Lane Project – Proposal letter and plan agreed by the Committee has been sent and we are now waiting for a response.

The meeting closed at 9.45pm

Signed: _____
Chairman

Date: _____