Woodbury Parish Council

(serving Exton, Woodbury and Woodbury Salterton)

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

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

Dear Councillor

Members of Woodbury Parish Council are hereby summoned to attend the **Parish Council Meeting of the Council** on **Monday 14th September 2026** 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

9th September 2026

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.

PARISH COUNCIL MEETING ON MONDAY 14th September 2026

AGENDA

1. **Apologies for absence**

2. **Minutes.**
   To approve as a true record the minutes of the meeting dated **13th July 2026**

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. J. Pyne (Woodbury)
Exton:	Cllrs. Mrs. S. Cole, S. Parks, C. Hoar
Woodbury:	Cllrs. Mrs. S. Knighton, R. Parr, J. Pyne, A. Wills, vacancy
Woodbury Salterton:	Cllrs. I. Hunt, vacancies

FINANCE

7. Members to view and agree the payments made in August /payments September 2026. (A revised copy will be available at the meeting)

8. To approve the bank reconciliation figures for July and August 2026 and quarterly breakdown.

9. Internal Auditor

9.1 Members to agree the letter of engagement for Auditing Solutions Ltd to continue to carry out the internal audit for 2026-2027. (Chairman to sign).

10. CCTV

10.1 Members to consider the quotations for CCTV for the Flower Street toilets, carpark and village hall.

DECISIONS

11. Honours Board

Members to agree to purchase a Chairman's Honours Board.

12. Highways

12.1 Members to agree that a small area of the grass verge in Town Lane opposite the cricket field is maintained under Section 96 License.

12.2 East Devon HATOC Proposals Order 6303 including The Arch, parking restrictions. Members to agree a response to the consultation.

13. Projects

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

a) Watery Lane
b) Woodbury Community Playing Fields
c) Woodbury Village Hall
d) Cricket Field, Town Lane

13.2 Traffic Safety Group

Update of meeting held on Friday 4th September 2026 and members to agree financial support for future meetings.

13.3 Community Champions

Members to consider having community champions that are the eyes and ears of the community.

14. EDDC Strategic Planning / Village Design Statement

14.1 Members to receive an update regarding the EDDC Strategic Planning Committee meeting and agree to any action.

14.2 Members to agree that the revised Village Design Statement can proceed to public consultation.

PLANNING

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

16. 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

17. Communications received and items to note.

18. To receive the following draft minutes from Committee meetings and Working Groups

a) **Planning Committee 17th August 2026**

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

20. Items for the agenda of future meetings.

21. Members to confirm to move the next meeting, Full Council meeting from Monday 12th October 2026 to Monday 19th October 2026 at 19.30hrs in Church Rooms, Woodbury.

Other meetings;

Planning Committee	**28th September 2026 at 7.30pm**
Asset & Estates Committee	**28th September 2026 at 8.15pm**