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 14th September 2026 at 7.30pm

Present:	Chairman	Cllr. R. Ball
	Vice Chairman:	Cllr. J. Pyne
	Councillors:	Cllrs.S. Parks, Mrs. S. Cole, R. Parr, A. Wills
	County/District Councillors	Cllrs J. Trail, Mrs H. Brown, G. Jung, and B. Ingham
	Officer:	Anne-Marie Bates, Clerk to the Council
	Members of the Public:	1

FC26/68 **Apologies for Absence**

Apologies were received by Cllrs Mrs. S Knighton and Cllr C. Hoar.

RESOLVED that the apologies be accepted.

FC26/69 **Approval of Minutes**

RESOLVED that the minutes of the Council meeting held on **14th July 2026** be approved as a correct and true record and signed by the Chairman subject to the below amendment.

FC26/57 P30 Cllr B Ingham said that the EDDC Employment Business Officer also provided information conflicting with the Planning Officers not incorrect information and that it was a general conversation about Parish Councils may need in the future to appoint their own Barrister.

Proposed by Cllr. A. Wills and seconded by Cllr. S. Parks

FC26/70 **Declarations of Interest and Dispensations**

No declarations of interest or Dispensations.

FC26/71 **Public Participation Session**

No comments.

FC26/72 **Clerks Report**

Members noted the Clerk's report.

- Meeting with new contract this week, so all the outstanding works will be carried out within next couple of weeks.
- Abandoned cars in Flower Street car park will be removed on Friday. Last opportunity notice has been put on Facebook.
- Gilbrook Meadows, removal of hedgerow to access the site has been notified by 3 West Group. EDDC Officer advised that based on the information provided, the removal of the hedgerow for the access works would not, by itself, constitute a material operation under Section 56(4) of the TCPA 1990 and therefore would not amount to commencement of development.
- Neighbourhood Plan, EDDC Cabinet will be considering the adoption at their meeting on 16th September 2026.
- Greendale have offered a site visit to look at their business and aspirations.
- Environment Agency Consultation regarding South West Water – clean and healthy coastal waters, noted.

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.

FC26/73 **Reports**

a) Chairman, Cllr R. Ball said that he had been meeting with Cllr A. Wills, Cllr J. Pyne and Cllr S. Parks to get the Parish Design Statement ready for public consultation.

b) **Parish Councillors** – Cllr J. Pyne advised that he will be attending the Exmo 20 meeting which is taking place at the end of the month with the local MP.

Cllr S. Cole asked if the Goosefield bin will be collected. The Clerk advised that although the bin was moved from Woodbury play park EDDC could not empty it as it is on a different round and did not have the capacity to empty the bin. Cllr G Jung to investigate.

Cllr I. Hunt asked when the planter will be located at the WS bus stop. Cllr R. Parr confirmed that this will be completed before the next meeting. Additionally, that the fencing towards the village is failing in several places.

Cllr R. Parr asked why applications for ponds / lagoons etc are being held up by East Devon District Council and in some cases by 2 years. The Environment Agency wants local farmers to improve the water courses and audits have been conducted on local farms, but when farmers are trying to install mitigating solutions for yard run off, there are delays.

Cllr G Jung to investigate, however the Parish Council will follow this up with a letter.

b) **Cllr J Trail** advised members that he will be addressing the incorrect signage for road closures tomorrow.
Cllr H. Brown, nothing to report.

c) **Cllr G Jung report.**
"Local Government Reorganisation - The government has decided to pause the reorganisation and this has created new substantial Impacts for both EDDC and DCC.
No immediate changes, however, East Devon District Council (EDDC) elections are now proceeding on the existing boundaries next year and not extending the tenue for a further year. Councils spent millions of pounds and redirected up to 30% of officer time preparing for the reorganisation. Councils are seeking clarity on whether the Government will reimburse these transition expenses. Council Budgets and plans will have to be changed yet again.

All local government employees had faced potential restructuring with the abolition of their employers will now experience a further uncomfortable period whilst the review takes place.

I didn't agree to the proposed changes, although I agree local government needs substantial changes, but not the model which had been proposed.

Habitat Mitigation, EDDC are progressing the new Habitat Regulations for our SANGS Strategy to follow Natural England's requirements to comply to safeguard the Pebblebed Heaths the Exe Estuary and Dawlish Warren from the extra pressure from proposed development the required governments housebuilding programme.
This is work is shared between East Devon, Exeter and Teignbridge Councils.
Contrary to some action groups believes that development embargos can be put in place due to being close to areas of special protection, this habitat mitigation is the Governments required solution and therefore not to restrict housebuilding.
SAMMS - "Strategic Access Management and Monitoring Strategy" brings together our SANGS strategies together with managing our protected sites.
A clearer breakdown of on-site warden management and monitoring versus off-site green infrastructure including everyday access, for dog-walking capability, and "in perpetuity" maintenance of these sites are being covered.

We are looking at upgrading existing urban parks when dedicated SANGS land is problematic close to or within the city boundaries, as well as linear parks or routes that provide access to open countryside. This means increases to CIL and S106 contributions and for large developments, the developers will be required to provide their own SANGS to our specifications. Documents and information will be available shortly".
Cllr B Ingham responded to members previous comments including that water capture and quality are paramount. Local Government Reorganisation is an opportunity to save money especially with social care and Devon Together would be the best option and not four Unitary Councils. The EDDC Local Plan is being discussed at Strategic Planning later in the month, which Cllr B. Ingham has reservations as it undermines the protections we had 30 years ago and we need to be careful.
Cllr B. Ingham apologised for not advising the Parish Council sooner, but he is no longer a Conservative member and has now become an Independent.

Cllrs J. Trail, H. Brown and B. Ingham left the meeting.

FC26/74 **Finance**

FC26/74.1 Approval of payments and receipts for August and September 2026. Cllr. S. Parks proposed that the payments be approved for both months and this was seconded by Cllr. A. Wills and was unanimously agreed.

RESOLVED that the payments be approved.

FC26/74.2 Bank Reconcilliations

Members to agree that the bank reconciliations, and trial balances for July and August 2026, also the quarterly breakdown of balances be approved. These were unamimously agreed.

RESOLVED that these reconciliations be approved.
(Signed by Cllr S Parks)

August Payments

Payments

DATE	Payee	Reason	Internal I	Type	Nett	VAT	TOTAL
30/07/2026	Firstcom	Telephone / Internet	25	DD	41.52	8.3	49.82
		TOTAL					**49.82**
10/08/2026	East Devon District Council	Car Park / Premises	1	SO	100.00	0.00	105.00
10/08/2026	Grange Cleaning	Toilets clean (Monthly)	2	BACS	456.25	0.00	456.25
10/08/2026	Mrs C Lear	Office Rent (monthly)	3	SO	462.00	0.00	462.00
10/08/2026	Personnel	Personnel	4	BACS	6,546.42	0.00	6,546.42
10/08/2026	Everflower Water	Water	5	DD	177.69	0.00	177.69
10/08/2026	Cancelled	Cancelled	6	DD	0.00	0.00	0.00
10/08/2026	Ricoh	Copier	7	BACS	281.69	56.34	338.03
10/08/2026	Mrs A Bates	Microsoft 365 Business Basic (-overpayment 22p)	8	BACS	16.84	3.36	20.20
10/08/2026	British Gas	Electricity (Office)	9	DD	46.54	2.33	48.87
10/08/2026	British Gas	Electricity (Toilets)	10	DD	20.64	2.44	23.08
10/08/2026	British Gas	Electricity (Exton)	11	DD	99.85	4.99	104.84
10/08/2026	Arcass	Grass cutting contract	12	BACS	1,175.00	235.00	1,410.00
10/08/2026	Safety Signs4 Less	No cycling sign - Safety signs 4 Less	13	BACS	11.65	2.33	13.98
10/08/2026	EDF	The Green	14	BACS	19.10	0.95	20.05
10/08/2026	Stephen Scown	Property Assets Risk Review	15	BACS	783.00	156.60	939.60
10/08/2026	Advanced Arboriculture Ltd	Arboriculture Safety Inspection	16	BACS	810.00	162.00	972.00
10/08/2026	Stalite Signs	Car Park & Gym equipment Signs	17	BACS	113.77	22.75	136.52
10/08/2026	Unity Trust Bank	Bank Charges	18	SO	10.90	0.00	10.90
		TOTAL			**11,131.34**	**649.09**	**11,785.43**
Receipts							
		TOTAL			**0.00**	**0.00**	**0.00**

September Payments

Payments

DATE	Payee	Reason	Intern	Type	Nett	VAT	TOTAL
27/08/2026	Firstcom Europe	Telephone / Internet	19	DD	40	8.00	48.00
							48.00
14/09/2026	East Devon District Council	Car Park / Premises	1	SO	105.00	0.00	105.00
14/09/2026	Grange Cleaning	Toilets clean (Monthly)	2	BACS	456.25	0.00	456.25
14/09/2026	Mrs C Lear	Office Rent (monthly)	3	SO	462.00	0.00	462.00
14/09/2026	Personnel	Personnel	4	BACS	7,646.21	0.00	7,646.21
14/09/2026	Everflow Water	Water	5	DD	68.54	0.00	68.54
14/09/2026	Mrs A Bates	Microsoft 365 Business Basic	6	BACS	17.02	3.40	20.42
14/09/2026	British Gas	Electricity (Office)	7	DD	35.90	1.95	36.55
14/09/2026	British Gas	Electricity (Toilets)	8	DD	23.88	1.19	25.07
14/09/2026	British Gas	Electricity (Exton)**(Credit £503.86)**	9	DD	0.00	0.00	0.00
14/09/2026	Arcass	Grass cutting contract	10	BACS	1,185.00	237.00	1,422.00
14/09/2026	South West Water	Woodbury Salterton Allotments	11	DD	11.71	0.00	11.71
14/09/2026	EDF	Electricity (Office)	12	BACS	19.74	0.99	20.73
14/09/2026	Woodbury Village Hall	Main Hall Booking	13	BACS	45.16	0.00	45.16
14/09/2026	Acres Overland	Repair Exton Play Frame	14	BACS	35.00	7.00	42.00
14/09/2026	Alvian Play & Recreation	Replacement Zip Line Seat & Maintenance	15	BACS	565.00	113.00	678.00
14/09/2026	Unity Trust Bank	Bank Charges	16	DD	10.00	0.00	10.00
14/09/2026	R.N. & D.M. Chapman	Community Allotment purchase	17	BACS	51.83	10.37	62.20
14/09/2026	Devon Assoc. of Local Councils	Conference and Exhibition 2026	18	BACS	50.00	10.00	60.00
14/09/2026	Acres Overland	Vegetation Clearance	19	BACS	420.00	84.00	504.00
14/09/2026	South West Water	Woodbury Allotments - adjustment to zero	20	DD	0.00	0.00	0.00
14/09/2026	Graham Joyce	Woodbury Allotment Skip Clearance	21	BACS	360.00	72.00	432.00
14/09/2026	East Devon District Council	Dog Bins Collection	22	BACS	1,768.00	353.60	2,121.60
14/09/2026	Cllr Alan Wills	Cartridge replacement	23	BACS	38.72	7.75	46.47
14/09/2026	Glasdon UK Ltd	Cancelled	24	BACS	0.00	0.00	0.00
14/09/2026	Parish Councils Websites	Extra email strorage	25	BACS	15.00	3.00	18.00
14/09/2026	Mrs. A Bates/Mrs W Gillings	Imprest	26	BACS	286.64	18.46	305.10
14/09/2026	Venn Bridge LLP	Town Lane 2 rent	27	BACS	76.25	0.00	76.25
14/09/2026	SLCC	National Conference	28	BACS	715.00	93.00	808.00
14/09/2026	Glasdon UK Ltd	Litter Bin, Exton Play Park	29	BACS	226.17	45.23	271.40
		TOTAL			**14,694.02**	**1,061.94**	**15,755.96**
Receipts							
		TOTAL			**0.00**	**0.00**	**0.00**

Bank Reconciliations

Current Account - Unity Trust Bank

Monthly Meeting Balance Sheet		**Aug-26**
Payments		11,785.43
Income (previous month)		0.00
Monthly Meeting Balance Total		11,785.43
Bank Statement (1st of Month)		55,873.89
Bank Statement (Last day of Month)		44,040.46
Bank Statement Balance		-11,833.43
Monthly Meeting Total - Bank Stmt Balance Total		**-48.00**

Payments presented in a different month		48.00
Receipts received but presented in diff. month		0.00
Additional Receipts received		0.00
Difference		**48.00**
Savings Unity Bank		0.00
Savings Unity Bank Interest		0.00
Total		**0.00**
Cambridge & Counties Bank		0.00
Interest (OPENED 02/10/2023)		0.00
Deposit A/c Monthly Balance		0.00
Grand TOTAL at end of Month		**44,040.46**
Imprest Account		250.00
TOTAL		**44,290.46**

FC26/75 **Internal Auditor**

Members to agree the letter of engagement for Auditing Solutions Ltd to continue to carry out the Internal Audit for 2026-2027 and confirmation of their independence from the Parish Council's decision making and financial recording of transactions.

RESOLVED that the letter of engagement be signed by the Chairman and confirmation of their independence be agreed.

FC26/76 **CCTV**

Following on from members' discussion resulting with minute FC26/58.3 the CCTV specification has changed and the management of the CCTV would now come under the jurisdiction of the Parish Council and not Woodbury Village Hall.
The new specification was sent to the original companies who quoted plus an additional three companies.
The Clerk is still waiting for some of the quotes, but the ones received are similar.
Members discussed and agreed that this be delegated to the Asset & Estates Committee to finalise along with the Policy, Access Statement and other associated documents. Members agreed to fund up to £6k +VAT for this project which includes CCTV coverage for village hall, toilets and car park.

Proposed by Cllr S. Parks and Seconded by Cllr. A. Wills, unanimously agreed.

RESOLVED that this be delegated to the Asset & Estates Committee with an agreed budget.

FC26/77 **Honours Board**

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

RESOLVED that this be purchased.

FC26/78 **Highways**

FC26/78.1 Members to agree that a small area of grass verge in Town Lane opposite the cricket field is maintained under Section 96 License.

RESOLVED that this be approved.

FC26/78.2 East Devon HATOC Proposals Order 6303 including The Arch, Woodbury. Members discussed the proposed parking restrictions.

RESOLVED that the proposed parking restrictions be actioned. Members, however, to discuss further and potentially submit another proposal for the next order.

FC26/79 **Projects**

FC26/79.1 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, site meeting to take place.
b) Woodbury Community Playing Fields (Cllr A. Wills) – Awaiting lease update.
c) Woodbury Village Hall – Meeting later in the month.
d) Cricket Field – meeting at the end of the month.

FC26/79.2 **Traffic Safety Group**

Cllr J. Pyne updated members of the recent meeting on 4th September whereby over 60 residents attended to discuss traffic issues across the Parish. Over 100 survey questionnaires were returned, and these will be analysed.

RESOLVED that the Woodbury Traffic Safety Group be set up as a working group.
Cllr J. Pyne will lead, and it will consist of Councillors, but mainly residents.

Members also agreed on a virement of the remaining Neighbourhood Plan EMR of £378.63 for this working group to meet.

Cllr J. Pyne was thanked for all his work.

FC26/79.3 **Community Champions**

Cllr R. Ball advised members of his idea for some residents to become "Community Champions" and be the eyes and ears of the community. Members thought this was a good idea.

RESOLVED that Community Champions be approved.

FC26/ 80 **DC Strategic Planning / Village Design Statement**

FC26/80.1 Strategic Planning meeting taking on 22nd September. Cllr A. Wills added that he as a resident had submitted his concerns regarding the cumulative impact of all the proposed development.

FC26/80.2 Village (Parish) Design Statement public consultation.

RESOLVED that this be approved, once the questionnaire has been revised. Further work is needed to the body of the document; this can be actioned once residents comments have been received.

FC26/81 Planning

FC26/81.1 **RESOLVED** that the following comments be submitted to the East Devon District Council:

Under Delegation (Recess)

26/1650/FUL	2 The Bungalows Broadway Woodbury Exeter EX5 1NU	Proposed single storey 4m rear extension and internal alterations	**Support**
26/1626/TCA	1 Priory Orchard Critchards Woodbury Devon EX5 1RB	G1: 4x ash & 1x cypress: fell ash to near ground level, reduce cypress to hedge height	**Support**
26/1645/PDQ	Maynards Exmouth Road Lympstone Devon EX8 5AQ	Prior approval (class Q) for change of use from agricultural building to 1no. dwelling houses (use class C3)	**Not Support** The ecology report is lacking in actual surveys of species. There appears to be a well-established tree next to the barn. If an oak a survey of its low level root formation is required as it will be situated adjacent to the proposed building, this also needs more evidence that it will be used as an agricultural barn.
26/1610/DOC (referring to 23/2166/MOUT)	Land South of Gilbrook House Woodbury	Discharge of condition for 23/2166/MOUT: Condition 15 (Written Scheme of Investigation), Condition 16 (Biodiversity Net Gain) & Condition 17 (Advance Planting)	**Noted**

Exton - None

Woodbury

26/1671/FUL	2 Long Park Woodbury Exeter EX5 1JB	Demolition of garage and construction of 1no. new dwelling with associated works	**Support,** as long as there is a written certificate of investigation.

WOODBURY SALTERTON

26/1659/LBC	1 & 2 School Cottages Woodbury Salterton Exeter EX5 1PG	Remove and replace first three rows of roof tiles at the rear of the property for the full width of cottages no. 1 and no. 2 from guttering upwards; tiles are manufactured and suitable replacements will be sought and selected to ensure the continuity is kept	**Support** subject to the LBC Officer's report.

25/1089/AGR	Hogsbrook Farm Woodbury Salterton Exeter EX5 1PY	Re-configuration of 3 no. surface water catchment ponds.	**Do not support** as there is not enough information or support from the Environment Agency.

FC26/81.2 **Planning Update** Update given.

FC26/82 **Items to Note / Correspondence**

15.07.2026 Goosemoore's Educatering Press Release -disappointed that this was approved.

15.07.2026 South Water Report from Cllr G. Jung

21.07.2026 Cumulative impacts across East Devon Housing Developments Letter

21.07.2026 Community Emergency Hubs – information

27.07.2026 LGR + slides – various infromation / Code of Conduct

12.08.2026 Town Lane info.

01.09.2026 Neighbourhood Plan Update

01.09.2026 Parish Design Statement – Draft for comments

03.09.2026 Autumn / Hub Workshops

FC26/83 **Committees**

FC26/83.1 Members ratified the Planning Committee minutes dated 17th August 2026

FC26/84 **Public Forum / Items for the next agenda**

- CTCRM Pedestrian Crossing
- Leases
- Feasibility Study – Woodbury Village Hall

FC26/85 **Date of future meeting**

The next meeting of the Full Council will be a week later and will be held on **Monday 19th October 2026** starting at 7.30pm, in Woodbury, Church Rooms.

Upcoming meetings

Planning Committee	26th October 2026	7.30pm
Staffing, Finance, Policy Committee6	26th October 2026	8.15pm

Meeting closed at 10pm

Signed Chairman _____Date: _____