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 19th October 2026 at 7.30pm

Present:	Chairman	Cllr. R. Ball
	Vice Chairman:	Cllr. J. Pyne
	Councillors:	Cllrs.S. Parks, R. Parr, A. Wills, I. Hunt
	County/District Councillors	Cllrs Mrs H. Brown, G. Jung, and B. Ingham
	Officer:	Anne-Marie Bates, Clerk to the Council
	Members of the Public:	2

FC26/86 **Apologies for Absence**

Apologies were received by Cllrs Mrs. S. Cole, and Mrs. S Knighton and C.Cllr Jeff Trail.

RESOLVED that the apologies be accepted.

FC26/87 **Approval of Minutes**

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

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

FC26/88 **Declarations of Interest and Dispensations**

No declarations of interest or Dispensations.

FC26/89 **Public Participation Session**

No comments on items on the agenda.

FC26/90 **Clerks Report**

Members noted the Clerk's report.

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/Woodbury	FC25/86.4	Received, to be installed
14.09.2026	CCTV	FC26/76.1	CCTV scheme to be implemented
14.09.2026	Honours Board	FC26/77.1	Honours Board to be purchased
14.09.2026	Town Lane Licence for flower bed	FC26/78.1	License to be actioned
14.09.2026	HATOC	FC26/78.2	The Arch Parking – application for next tranche – parking restrictions (plus signage for The Hive)
14.09.2026	Parish Design Statement Consultation	FC26/80.2	Consultation has been released, awaiting feedback.

- Abandoned cars in Flower Street have not been removed as still waiting for the DVLA notification and storage issues.
- Neighbourhood Plan, EDDC Cabinet had now been adopted.

FC26/91 **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 S. Cole asked if the Goosefield / Exton bins were now scheduled to be collected. The Clerk advised that she is still in discussions with EDDC.

Cllr S. Parks advised that he, Cllr Hoar, and the Clerk had a meeting with the Cricket Club, to find out their aspirations before the lease is negotiated, this is ongoing.

Cllr R. Parr gave a report on the Exe Estuary Management Committee and that there will be a South West Water Quality Conference.

b) **Cllr H. Brown** gave a report including;

- "Blue Tongue" Devon County Council had launched a 3-year rural support.
- DCC had employed additional two victim care officers, and information and enhanced home security is available - https://victimcare-dc.org/
- Dinan Way Bypass, the trees which some have died are under a 10-year contract with Octovia and will be replaced in due course.

c) **Cllr G Jung** advised the stream clearance went well, and he thanked the Parish Council for arranging waste collection. A meeting in November needs to be arranged for the Emergency Planning and Resilience Group to discuss finalising the Emergency Plan for Woodbury Salterton.
The Local Plan has been delayed being sent for examination due to the **Water Cycle Report** having been pending resolution of some technical issues at the consultant's end following some unexpected requests from the Environment Agency but is well underway; work on **Air Quality Report** has been proceeding as planned and is in its final stage further updates should be received beginning of November. Additionally, the Marlcombe transport strategy is being drawn up together with the latest elements.

In response to the Parish Council's letter regarding timescales of planning determination for lagoons the response included the following points.

- Several slurry lagoon applications are taking longer to determine because Natural England advises detailed air quality assessments may be needed to assess ammonia emissions and nitrogen deposition on nearby protected habitats (e.g. application 26/1302/AGR).
- Applicants are often asked to submit a specialist air quality assessment, including SCAIL modelling, to show whether the proposal could adversely affect designated ecological sites.
- Where impacts are identified, cumulative effects of other agricultural developments may also need assessing, requiring extra information, and modelling and adding to determination times.
- Submitted information must be reviewed by the Council and consulted on with Natural England; an Appropriate Assessment under the Habitats Regulations may then be required before a decision.
- There is tension between the Environment Agency encouraging improved slurry storage (including covered lagoons) and planning authorities needing to assess air quality impacts on protected habitats.
- These assessments are now a key consideration for many agricultural developments, increasing both complexity and the time to reach a planning decision.

d) **Cllr B Ingham** said he was encouraged that Mr Whitton and the Committee who are looking at the Woodbury Village Hall future and investigating all possibilities. Cllr B. Ingham advised that Strategic Planning would take place in December and that the emerging Local Plan has been delayed. The National Planning Policy Framework (NPPF) and the expectations of the new planning process, removal of democratic process and fair assessment. Disappointment with the quicker Officer planning process.

FC26/92 **Councillor Resignation**

Members noted Cllr Hoar's resignation as an Exton Ward Member and his kind email to the Parish Council.

FC26/93 **Finance**

FC26/93.1 Approval of payments and receipts for October 2026.
Cllr. S. Parks proposed that the payments be approved for both months and this was seconded by Cllr. J. Pyne and was unanimously agreed.

RESOLVED that the payments be approved.

FC26/93.2 Bank Reconcilliations
Members to agree that the bank reconciliations, and trial balances for September 2026, also the quarterly breakdown of balances be approved. These were unamimously agreed.

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

October 2026

Payments

DATE	Payee	Reason	Internal No.	Type	Nett	VAT	TOTAL
11/09/2026	Information Commission Office	Annual subscription	30	DD	47.00	0.00	47.00
28/09/2026	Firstcom Europe	Telephone / Internet	31	DD	40.00	8.00	48.00
25/09/2026	Mark Pannell Builders	Repairs to Popple wall	32	BACS	396.97	79.39	476.36
25/09/2026	Mark Pannell Builders	Entrance to dog walking & cricket club	33	BACS	1802.30	360.46	2,162.76
25/09/2026	Mark Pannell Builders	Bench siting - Fulford Way	34	BACS	342.00	68.40	410.40
25/09/2026	Mark Pannell Builders	Re-siting gym equipment sign	35	BACS	290.00	58.00	348.00
22/09/2026	One Media	Leaflet distribution	36	BACS	74.95	14.99	89.94
24/09/2026	First Local Services	Flower Street Toilets	37	BACS	578.00	115.60	693.60
					Total		**4,276.06**

19/10/2026	East Devon District Council	Car Park / Premises	1	SO	105.00	0.00	105.00
19/10/2026	Grange Cleaning	Toilets clean	2	BACS	456.25	0.00	456.25
19/10/2026	Mrs C Lear	Office Rent (Monthly)	3	SO	462.00	0.00	462.00
19/10/2026	Personnel	Personnel (Monthly)	4	BACS	7,081.61	0.00	7081.61
19/10/2026	Everflow Water	Water	5	DD	117.88	0.00	117.88
19/10/2026	Mrs A Bates	Microsoft 365	6	BACS	17.20	3.44	20.64
19/10/2026	British Gas	Electricity (Office)	7	DD	36.83	1.48	38.31
19/10/2026	British Gas	Electricity (Toilets)	8	DD	25.34	1.27	26.61
19/10/2026	British Gas	Electricity Exton (451.54CR)	9	DD	0.00	0.00	0.00
19/10/2026	Arcass	Grass cutting contract	10	BACS	1,175.00	235.00	1,410.00
19/10/2026	EDF	Electricity (Office)	11	BACS	19.74	0.99	20.73
19/10/2026	PKF (External Auditors)	Annual Governance & Accountability Return	12	BACS	420.00	84.00	504.00
19/10/2026	Viking	Stationery	13	BACS	163.71	32.75	196.46
19/10/2026	Unity Trust Bank	Bank Charges	14	BACS	13.00	0.00	13.00
19/10/2026	MJ Lynch	Hedge Cutting	15	BACS	2,773.01	554.60	3,327.61
19/10/2026	SLCC	Membership Fee	16	BACS	379.00	0.00	379.00
19/10/2026	Nigel Batten	WS Allotments sundries	17	BACS	31.43	3.19	34.62
19/10/2026	Green Rock Pest Control	Hornets' nest - Exton Play Area	18	BACS	65.00	13.00	78.00
19/10/2026	Woodbury Garden Club	Winter planting - tubs at The Arch	19	BACS	84.60	0.00	84.60
19/10/2026	SWW	Woodbury Allotments	20	DD	194.72	0.00	194.72
19/10/2026	Woodbury VH	Room rent	21	BACS	17.60	0.00	17.60
19/10/2026	Dartmoor Tree Surgeons	Works required following arboriculture report	22	BACS	1,580.00	316.00	1,896.00
19/10/2026	TK Play	Woodbury Salterton Play Area Maint.	23	BACS	2,646.00	529.20	3,175.20
19/10/2026	TK Play	The Green Play Area Maintenance	24	BACS	3,201.00	640.20	3,841.20
19/10/2026	Mark Pannell Builders	Exton Works	25	BACS	564.39	112.88	677.27
19/10/2026	Mark Pannell Builders	Flower Street Toilets Repairs	26	BACS	993.99	198.80	1,192.79
19/10/2026	Mark Pannell Builders	Woodbury Car Parks Works	27	BACS	807.02	161.40	968.42
19/10/2026	Mark Pannell Builders	Cricket Club / Dog Walking Area	28	BACS	2,085.05	417.01	2,502.06
19/10/2026	Shift It	Woodbury Salterton Stream Clearance	29	BACS	240.00	48.00	288.00
19/10/2026	Dartmoor Tree Surgeons	Allotment Tree Works Woodbury	30	BACS	400.00	80.00	480.00
19/10/2026	Mrs A M Bates	Imprest Account	31	BACS	198.11	17.73	215.84
		TOTAL			**26,354.48**	**3,450.94**	**29,805.42**

Receipts							
01/09/2026	EDDC	Precept	R1	BACS	87,357.50	0.00	87,357.50
01/09/2026	Robert Miller	Old Fire Station Rent	R2	BACS	125.00	0.00	125.00
02/09/2026	CG Tummon	Skip Hire Plot 20a	R3	BACS	105.00	0.00	105.00
16/09/2026	JE & K Griffin	Arboriculture work on tree Orchard Close	R3	BACS	80.00	0.00	80.00
		TOTAL			**87667.50**	**0.00**	**87667.50**

Bank Reconciliations

Current Account - Unity Trust Bank

Monthly Meeting Balance Sheet		**Sep-26**
Payments		15,754.66
Income (previous month)		0.00
Monthly Meeting Balance Total		15,754.66
Bank Statement (1st of Month)		44,040.46
Bank Statement (Last day of Month)		111,677.24
Bank Statement Balance		67,636.78
Monthly Meeting Total - Bank Stmt Balance Total		**83,391.44**
Payments presented in a different month		4,276.06
Receipts received but presented in diff. month		0.00
Additional Receipts received		-87,667.50
Difference		**-83,391.44**
Savings Unity Bank		72,459.68
Savings Unity Bank Interest		356.14
Total		**72,815.82**
Cambridge & Counties Bank		89,574.04
Interest (OPENED 02/10/2023)		221.46
Deposit A/c Monthly Balance		89,795.50
Grand TOTAL at end of Month		**274,288.56**
Imprest Account		250.00
TOTAL		**274,538.56**

FC26/94 **External Auditor**

Members to note that the Audit for 2025-2026 is concluded and the notice was given on 29th September 2026, the report and documents are available on our website.

RESOLVED that the audit be completed with no matters arising.

FC26/95 **CCTV**

Members considered the quotes received for CCTV for Flower Street toilets, car park and village hall.

Members to agree with the Policy, Subject Access and releasing data and the License Agreement with the Village Hall.

The Clerk advised that the UK Government has banned certain manufacturers including Dahua and Hikvision. However, this is for high-risk national security infrastructure, although they suggest trying to move away from these manufacturers. These cameras are legal for non-sensitive commercial use and residential. Users to consider their own schemes and requirements.

RESOLVED that the contract be awarded to Tamar and the documentation be approved.

FC26/96 **Gulliford Cemetery**

Members to agree to the Asset & Estate's Committee recommendation for the Gulliford Cemetery Budget for 2027-2028 to increase to £2k per Parish Council

RESOLVED that this be increased.

FC26/97 **Projects**

FC26/97.1 Members to receive an update on current projects; discuss and agree any action.

a) Watery Lane (Cllrs R. Ball/ R. Parr) – Clinton Devon Estates and the tenant famer both support the project in principle. Now costings, planning requirements and detailed proposal to be actioned. Meeting to be arranged to discuss further.
b) Woodbury Community Playing Fields (Cllr A. Wills) – meeting to be arranged.
c) Woodbury Village Hall – feasibility study is being carried out looking at various options, user occupation, current – future needs.
d) Cricket Field – meeting has taken place, discussing the needs of the club. The committee to be consulted and findings considered for a new lease.

FC26/ 98 **EDDC Strategic Planning / Neighbourhood Plan / Parish Design Statement**

FC26/98.1 Strategic Planning meeting is now taking place in December.

FC26/98.2 Neighbourhood Plan now approved, and it has been confirmed that the CIL at the point of outline will be at 25 % not 15%.

FC26/98.3 Village (Parish) Design Statement is at public consultation. It has been reported that some residents have not received the leaflet.

FC26/99 **Planning**

FC26/99.1 **RESOLVED** that the following comments be submitted to the East Devon District Council:

Exton

26/1955/DOC	Kensmead Green Lane Exton Devon EX3 0PW	Discharge of condition for 25/2350/FUL: Condition 3 (Materials)	Resolved: Woodbury Parish Council **supports** this application (Proposed by Cllr.S. Parks & Cllr. J. Pyne seconded) (Vote 6-0)

Woodbury

26/1898/FUL	3 Summerfield, Woodbury EX5 1JF	Proposed single storey extension to rear of existing property and porch to the front	Resolved: Woodbury Parish Council **supports** this application subject to planning law with regards to boundaries and building lines (Proposed by Cllr.A. Wills & Cllr. S. Parks seconded) (Vote 6-0)
26/1981/FUL	Woodbury House Greenway Woodbury Devon EX5 1LS	Proposed demolition of existing single storey side extension and construction of new single storey side extension, reroof (with solar PV slates on S.E. rear roof), revised window on N.E. elevation, internal alterations including part removal of bathroom floor, and demolition of garage with construction of replacement garage/carport	Resolved: Woodbury Parish Council **supports** this application (Proposed by Cllr.R. Ball & Cllr. J. Pyne seconded) (Vote 6-0)

FC26/99.2 **Planning Update** Update given.

FC26/100 **Items to Note / Correspondence**

14.09.2026 Local Government Reorganisation
14.09.2026 Exmo 20
14.09.2026 Road to Blackhill Quarry Jnct B3179
05.10.2026 South West Water Performance

FC26/101 **Committees**

FC26/101.1 Members to receive the draft minutes Committee meetings / Working Groups.

RESOLVED that the minutes be ratified for the Planning Committee and Asset & Estates Committee minutes dated 28th September 2026.

FC26/102 **Public Forum / Items for the next agenda**

Public Forum;
A resident advised members that in some areas the “fun theory” was being used for traffic calming measures and perhaps the traffic group could consider it when discussing options for the parish.

A resident queried the van hire opposite CTCRM and the implications of this type of outfit at this location plus the additional traffic it is generating.

The traffic management at Woodbury Golf Club for their event was not satisfactory and caused traffic chaos.

Items for a future agenda.

- CTCRM Pedestrian Crossing

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

Police Community Forum	26th October 2026	6pm
Planning Committee	26th October 2026	7.30pm
Staffing, Finance, Policy Committee6	26th October 2026	8.15pm

Meeting closed at 10pm

Signed Chairman _____Date: _____