



Parish Councillors D Brown

J Stansell

J Bennett

M Chown

D Drought

R Newnham

D Packer

G Truscott

C Smith

M Kenny

W Renyard

Clerk

Chairman and District Councillor

District Councillor

Vice Chairman

A Towill

Minutes of the Wembury Parish Council Meeting held online on the 26th October 2020.

20-93 OPENING THE MEETING

Cllr Brown opened the meeting at 19:34. He explained that the meeting was being recorded and live streamed to Facebook.

20-94 APOLOGIES

Apologies received from Cllr Renyard due to work commitments and Cllr Kenny as he was away. Cllr Packer was not in attendance at the beginning of the meeting but joined later. Cllr Kenny managed to join later in the meeting.

RESOLVED: The Council resolved to accept the reasons for apologies from Cllr Renyard and Cllr Kenny.

20-95 DECLARATION OF INTEREST & DISPENSATION REQUESTS

There were no Declarations of Interests or further Dispensation Requests.

20-96 THE BUSINESS OF THE COUNCIL WAS SUSPENDED FOR THE PUBLIC TO MAKE OBSERVATIONS OR TO PUT QUESTIONS

The Chairman suspended the business of the Council and opened this session to the public at 19:36

The Chairman announced that members of the public are only allowed to speak during the open session of the meeting and they should raise any matters of concern, or explanation, including planning items, at that time and not wait until later in the meeting, as they would not be allowed to speak.

i) Rob Hardman spoke about a planning application on Renney Road that was being considered by the council. He spoke about his objections to this application as it not in line with the Plymouth and South West Devon joint local plan. He explained that there is a lot of negative feeling about this application and it has gone to South Hams District Council three times in the last 15yrs and each time been rejected.

ii) Richard Hoskin spoke about the Wembury Local History Society's request for a grant for the archiving of their historical data and documents.

iii) **Cllr Brown** explained that the council had received a report from Mr Bradley regarding Traine Road and road usage after the agenda had gone out and that had been circulated to the council and the contents noted.

Cllr Kenny joined the meeting at 19:41

There were no further comments, and the Chairman closed this open session at 19:41 to resume Parish Council business.

20-97 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 28TH SEPTEMBER 2020.

The minutes were agreed as being a correct record and duly signed by the Chairman. Cllr Drought proposed the following, seconded by Cllr Bennett and agreed unanimously.

RESOLVED: To agree that the minutes of the 28th September 2020 were a correct record of the meeting and for the Chairman to sign them.

20-98 MATTERS ARISING FROM THE MINUTES

- i) **Motocross at Down Thomas-** Planning enforcement have responded and notified the complainant of their decision.
- ii) **Traine Road-** no update
- iii) **Road Flooding (Wembury Road)** – Work is being done over the next month to improve drainage.
- iv) **Mewstone Bus Shelter** – Road markings have now been installed.
- v) **Cycle Path** – No further update
- vi) **The Mussel Inn** – No further update.
- vii) **Overnight Parking in Wembury Recreation Ground** – Clerk obtaining quotes for signage
- viii) **Litter and Dog Poo Bins** – Working group to be formed and discussions with stakeholders to take place. Delayed due to furlough of National Trust staff.
- ix) **Bench in Recreation Ground-** bench base completed. Bench to be ordered.
- x) **Church Road issues with parking** – Highways have been informed.
- xi) **VOIP Phone** – Phone and line obtained. New number 01752 393420
- xii) **DBS Check for Clerk** – Process started

All others to be discussed under their relevant section later in the meeting.

20-99 TO RECEIVE THE MONTHLY PLANNING REPORTS

- i) **Planning Applications**
The Chairman went through the planning applications.

Cllr Packer joined the meeting at 19:51

RESOLVED: To accept the Planning Report with resolutions as detailed in ANNEX A of these minutes.

20-100 TO RECEIVE INWARD CORRESPONDENCE

- i) **River Yealm Harbour Authority-** Council representative Nomination requested. From March 2021 for three years. Cllr Drought offered to continue representing the council on this authority. Cllr Smith offered to assist if needed. **Cllr Brown proposed the following, seconded by Cllr Smith and agreed unanimously.**
RESOLVED: To nominate Cllr Drought as the council representative for the River Yealm Harbour Authority.

- The Clerk to notify the Harbour Authority.**
- ii) **Grant Request from Wembury Village Hall** – for a contribution of £350 toward the cost of the acquisition, erection and disposal of the village Christmas tree to be erected outside the village hall. There was a discussion around the cost and queries as to what constituted that cost. The Clerk will ask for a breakdown of the costs in preparation for 2021.
Cllr Packer proposed the following, seconded by **Cllr Smith** with three abstentions and seven in favour.
RESOLVED: To provide a grant to the Wembury Village Hall of £350 towards the cost of acquisition, erection and disposal of the village Christmas tree.
- iii) **Grant Request from Wembury Local History Society** – for contribution of £220 towards archive storage for Parish information and photographs.
Cllr Smith proposed the following, seconded by **Cllr Stansell** and agreed unanimously.
RESOLVED: To provide a grant to the Wembury Local History Society for £220 towards the cost of archive storage for Parish Information and photographs.

20-101 URGENT MATTERS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION
None

**20-102 TO RECEIVE REPORTS FROM THE COUNTY OR DISTRICT COUNCIL
ON MATTERS AFFECTING WEMBURY**

Devon County Council

Cllr Hart's report circulated prior to the meeting:

Covid numbers are slowly reducing across Devon. Mainly because Exeter University's numbers are dropping. Student figures in other universities in the region are increasing whilst Exeter is dropping.
More importantly the figures for the over 60s is NOT increasing in Devon. MY Message continues to all is: Be careful. Wear your mask when with lots of people. Keep your distance from others. Wash your hands regularly. Then we will continue to bring these figures lower.
Devon is in Tier 1. We want to remain in this band. Last Thursday the latest allocation of funds was announced. £1Billion. Unfortunately, Devon was allocated the lowest percentage of any County Council in England. We received only £2.08m. The 8 District Councils were allocated £1.8million but South Hams received the basic £100,000. This will not go very far.
I welcomed the residents of Sherford to Devon when the high street to Deep Lane was opened two weeks ago. I have had a copy of the letter from Pat Bradley asking for a blanket 20mph speed limit for Wembury. There is to be a trial over Newton Abbot starting in 2021. It will be a little while before any results are known but I will keep the Parish informed on any feedback.

South Hams District Council

Cllr Chown Report

Covid Funding. The fourth allocation of COVID funding was announced last week. South Hams will receive an allocation of £100,000 from this fourth tranche. This was calculated based on a Relative Needs Formula (RNF), taking into account population, the cost of delivering services in rural areas, and deprivation.
Crowdfunding South Hams have teamed up with Crowdfund to host a webinar on Wednesday 11 November (12:00 – 13:00) for Town and Parish Councils, and Community Groups, that are looking to raise funds for a specific project. This webinar

could be very helpful information for the community groups within Wembury and Brixton. Website link to event: <https://www.eventbrite.co.uk/e/crowdfund-devon-live-learn-introduction-to-crowdfunding-tickets-125872428823>

Waste Collection Changes. The round review has meant that 31,000 households have had their collection day or week changed and South Hams residents may be affected because crews will be arriving in streets at different times to 'normal', however the total number of missed bins over the three day deadline currently make up only 0.27% of the total number of bins South Hams collect over a normal week. To report a missed bin you can use the 'report it' function on the website as this will ensure it is logged with both South Hams and FCC immediately. If a bin has already been reported as missed, but has still not been collected within 3 working days, then please contact waste@swdevon.gov.uk

Green Homes Grant Vouchers. Following on from an announcement made by the Government in July, homeowners can now apply for either £5000 or £10,000 towards the cost of making their homes more energy efficient.

Among some of the measures you can use the voucher for are air and ground source heat pumps and biomass boilers. These are alternative means of heating homes, which do not rely on gas or oil and can reduce your energy costs and carbon emissions. Simple Energy Advice has some great information which can be found here: <https://www.simpleenergyadvice.org.uk/your-home/heating-and-hot-water>.

And to apply and find out more about the scheme visit here: <https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme>

At 20:12 The Clerk's internet dropped out and the meeting was paused. She returned to the meeting at 20:14 when the meeting was restarted.

20-103 TO RECEIVE REPORTS FROM COMMITTEES AND REPRESENTATIVES

i) WEMBURY SCHOOL REPORT

Read the Headteacher's BLOG on the School website at www.wemburyprimary.co.uk

ii) WEMBURY WAR MEMORIAL VILLAGE HALL

No report.

Cllr Brown proposed that the Wembury School Report and the Village Hall report be removed from the agenda as no reports had been received for many months and the Headteacher's blog was accessible via the school website.

iii) EMERGENCY PLAN UPDATE

Cllr Kenny reported that there was no change at the moment. People could contact their volunteer if needed or the council should they need support.

The Clerk reported that the DBS check was being applied for and would be in place as soon as possible.

iv) Climate, Environment and Biodiversity Emergency

- a) Activity Programme.** **Cllr Chown** explained that the Wembury Environment Group had submitted an activity programme (which had been agreed in the previous meeting) and had requested £1000 contribution towards the costs of the programme. The total cost was £3000 and other grants had been secured for the rest of the cost. **Cllr Smith** explained that it would help the Parish Council as a landowner.

Cllr Brown proposed the following, seconded by **Cllr Newnham**, with two abstentions and eight in favour.

RESOLVED: To contribute £1000 towards the cost of the Environmental activity programme.

Cllr Smith explained that there will be another online talk on the 18th November. She will provide further details.

Cllr Bennett asked about the cutting of the grass on the roadside verges and whether the cuttings would be left or picked up as he was concerned about them spreading on to the adjacent pavement. **Cllr Smith** replied that the expert advice from Keith Rennells is to leave the cuttings, but they will rake the cuttings to ensure they do not spread on to the pavements.

v) **Beach Liaison Group** – There has been no meetings recently and nothing to update the council on.

vi) **Neighbourhood Plan - Cllr Packer** explained that the analysis of the data has been slow. The company doing it has requested half the payment already and Cllr Packer has declined to pay them as the Neighbourhood Plan Committee have not yet received anything from them. He is looking to delegate more of the jobs but intends to carry on chairing it. **Cllr Stansell** asked if there were any proposed dates for a final report. **Cllr Packer** replied that COVID had been impacting things and that they were trying to push it forward but that it was difficult times.

vii) **Communications Group**

a) **Delegation of Authority to The Clerk to authorise final proposal from Tamar Marketing for new website.**

Cllr Stansell proposed the following seconded by **Cllr Brown** with eight in favour, one abstention and one against.

RESOLVED: To delegate authority to The Clerk to authorise the final proposal from Tamar Marketing for the new website.

viii) **Wembury Recreation Ground-**

a) **Cllr Bennett updated** the council on the work in the Recreation ground. **Grass cutting.**

Wembury and Down Thomas recreation grounds. These were cut in early October by S.H.D.C. as part of their contract.

Roadside verges. The environment group are keen that only the front section should be cut, and the rest left for wildflower planting. The cutting will be carried out by a local contractor, probably JFGS. The only question is whether the cuttings should be picked up or left. His concern if they were left, would be the untidy spread of cuttings onto the adjacent pavements.

Recreation Ground Signs.

As much information as possible has been passed to the South Hams Facilities Team who are about to design new signs for the Play Park, Tennis Courts, MUGA and Skatepark. Cllr Bennett and South Hams District Council are trying to obtain suitable wording for the Zip Wire.

Dangerous overhanging branches.

Waiting for S.H.D.C. to accomplish this task.

Night Landing Site, Devon Air Ambulance.

WPD have updated their quote which worked out at £7 cheaper. This means when taking into account all the donations we have received that WPC have to find £911. He believed that the Chairman, Dan Brown is considering setting up a "Just Giving Page".

Play Park – basket swing rope has a small piece of wire protruding which cut a child's hand. The rope has been taped up and tape has been put around to try

to stop people using it till it's repaired/replaced. Rhinoplay have been contacted to get it sorted.

Cllr Brown explained that a Just Giving page is not possible because it does not allow councils to set up pages. He is going to try other ways to organise donations. **Cllr Smith** queried whether the DAAT could do so on our behalf. **Cllr Packer** suggested the National Lottery for funding, but **Cllr Bennett** explained that he has tried to get funding for the exercise equipment through them recently but was told that unless it's COVID related they're not accepting requests.

Cllr Drought said that a second landing site is needed in Down Thomas and that there is a field for sale at the entrance to the village which might be suitable. **Cllr Brown** suggested that it could be put on the agenda for the next meeting for discussion.

b) **Pavilion** – no update

c) **Tree Surgeon Quotes**- The Clerk explained that she had not yet managed to get a third quote, but it would be ready for the next meeting.

ix) **Highways and Footpaths**

a) **Road Drains- The Clerk** explained that a quote had been received to do work on the drainage near the Crossroads garage. This is in Brixton Parish but directly affects Wembury village and its residents, so the intention is to split the costs between the two parishes. Highways contractors are not allowed to go on to private land to clear the field side without express permission from the landowner so this would be a way to get it cleared field side. Then Highways can maintain roadside and do repairs to the road without it being damaged by flooding all the time. Brixton Parish Council have already agreed to the idea and the quote. The quote is for £72 for the initial work and then £24 per visit for maintenance which would be once or twice a year. **Cllr Packer** objected to this as he felt that Highways should be doing it and that pressure needed to be applied over a long period of time.

Cllr Chown proposed the following, seconded by **Cllr Smith** with one objection and 9 in favour.

RESOLVED: To instruct JFGS to clear the road drains field side that are near Crossroads garage.

b) **Highways Working Group** – **Cllr Brown** suggested that this group be attended by Nick Colton of Devon County Council Highways. Cllr Renyard has been asked if he would Chair the meeting and he has agreed to it. Cllr Chown, Cllr Stansell, and Cllr Renyard to sit on this working group. It was proposed that a meeting would be held quarterly.

RESOLVED: Highways Working Group to be formed, meeting quarterly to look at issues with Cllr Renyard as Chair.

c) **Langdon View Footpath** – **Cllr Brown** stated that he and Cllr Chown have been in contact with South Hams District Council staff about this matter and they are hoping to progress it soon. However, it is dependent upon National Trust staff being available, and as they are currently still on furlough it is difficult to know when.

xi) **OTHER COMMITTEES / GROUPS / REPRESENTATIVES**

None

20-104 FINANCIAL REPORTS

i) **FINANCIAL STATEMENT FOR OCTOBER 2020**

The Chairman presented the October financial report as per Annex B.

RESOLVED: The October 2020 Financial Statement is approved, as detailed at ANNEX B.

ii) **BANK RECONCILIATION FOR OCTOBER 2020**

The Chairman presented the October Bank Reconciliation as shown in Annex C

RESOLVED: The October 2020 Bank Reconciliation is approved, as detailed in ANNEX C.

iii) **Approval of Internal Auditor for 2020-21 accounts.** Cllr Brown explained that the internal auditor for the 20-21 financial year needed to be approved. The Clerk has recommended the current auditor Peter Vassallo of an approximate cost of £150.

Cllr Brown proposed the following, seconded by Cllr Drought and agreed unanimously. Cllr Packer was absent for this vote as he was not in front of his camera and did not respond to requests. The Clerk or Chairman had not been informed at what point he had left.

RESOLVED: To request Peter Vassallo to conduct the 2020/21 internal audit.

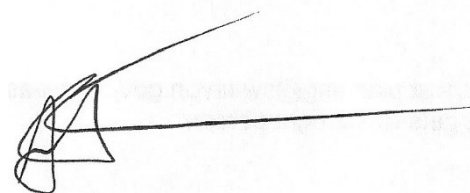
iv) **Notification of spend on repairs to Play Park gate for Health and Safety reasons.** The Clerk explained that the play park gate needed to be repaired as it was not closing properly, and it presented a health and safety risk. Therefore, she had consulted with the Vice Chairman (as the Chairman was unavailable at the time) and they had agreed the spend as per Standing Orders. The cost was £670 plus VAT and would be completed asap.

20-105 EXCHANGE OF INFORMATION

Cllr Packer returned to the meeting. He requested that the council pay for free meals over the half term for children within the parish who would normally get free school meals. Cllr Drought said that the District and County councils had been given money to provide this. The Clerk explained that this request could not be discussed at this meeting as it was not on the agenda.

Cllr Smith asked when the speed signs were going to be put up again as it had been a long time since they had been used. Cllr Packer said that they were ready to go he just needed help putting them up. Cllr Stansell and Cllr Smith said that they were happy to help.

The Chairman thanked all the councillors for their attendance and closed the Meeting at 20:58.



Anne Towill
Clerk

ANNEX A to Wembury Parish Council Minutes – 26th November 2020

PLANNING APPLICATION DECISIONS BY WEMBURY PC

2721/20/HHO

Householder application for rear extension.
Pantiles, Heybrook Drive, Heybrook Bay. PL9 0BN

No Objection

2520/20/HHO

Householder application for demolition of existing side porch to be replaced by side extension. Steps and ramps introduced in driveway for improved access and to make ground floor all the same level. Front door position raised to suit.

The Heights, Renney Road, Heybrook Bay. PL9 0BD

No Objection

2973/20/HHO

Householder application for rear single storey extension, walled garden, replacement external terrace, internal alteration and external enhancements.

48 Church Road, Wembury. PL9 0JG

No Objection

3098/20/ARC

Application for approval of details reserved by conditions 4,5,8 and 10 of planning consent 0986/20/LBC

Barn adjacent to Spriddlestone House, Wembury. PL9 0DQ

No Objection

3214/20/PIP

Permission in principle application for construction of one single storey ecological house Land at SX 495 490, Adjacent to Renney Road, Heybrook Bay. PL9 0BD

Objection

3070/20/HHO

Householder application for rear extension.

47 Cedar Park, Bovisand. PL9 0AG

No Comment

ANNEX B to Wembury Parish Council Minutes – 26th October 2020

Guidebook Account				
<i>Opening balance at 23rd September 2020</i>		£ 14,437.22		
Sales for Period	0			
Copies remaining unsold - updated book	1,508			
October Interest			£ 0.12	
Balance at 22nd October 2020				£ 14,437.34
Instant Savings General Account				
<i>General Opening Balance at 23rd September 2020</i>		£ 67,693.50		
October Interest			£ 0.95	
Locality Budget Grant from Cllr Hart for road drain clearing			£ 500.00	
Transfer to Current Account			-£ 2,000.00	
October VAT Reclaim			£ 93.81	
General Balance (including £2000 for DAAT tower and £500 for road drains)				£ 66,288.26
<i>WPC S106 Money at 23rd September 2020</i>		£ 57,892.49		
S106 Balance (including £2000 for bus shelter)				£ 57,892.49
Balance at 22nd October 2020				£ 124,180.75
Current Account				
<i>Opening Balance 23rd September 2020</i>		£ 1,730.03		
<i>Cheques</i>				
<i>Electronic payments/transfers</i>				
September Clerks Salary and Office Allowance			-£ 1,101.71	
Wembury Caring Volunteers Grant			-£ 280.62	
Vision ICT- Website			-£ 330.00	
COMTEC- VOIP phone and phone number			-£ 120.00	
Konica- Flat Rate			-£ 51.30	
Konica- Print costs			-£ 18.00	
JFGS Planned Works			-£ 323.52	
HMRC- PAYE			-£ 399.11	
Comtec- Email hosting and Office 365			-£ 43.56	
Opus Energy			-£ 20.08	
Transfer from General Account			£ 2,000.00	
Balance at 22nd October 2020				£ 1,042.13
Total All Accounts at 22nd October 2020				£ 139,660.22

ANNEX C to Wembury Parish Council Minutes – 26th October 2020

WEMBURY PARISH COUNCIL BANK RECONCILIATION

Financial Statement	Book Acc	General Acc	Current Acc	TOTAL	VAT Outstanding
Closing Cashbook Balance	£ 14,437.34	£ 124,180.75	£ 1,042.13	£ 139,660.22	
Lloyds Bank Statements	£ 14,437.34	£ 118,161.72	£ 1,834.06		£ 6,019.03
Difference	£ -	£ 6,019.03	-£ 791.93		
Uncleared Book Income					
Uncleared Expenditure					
Konica- Flat Rate		£ 51.30			
Konica- Print costs		£ 18.00			
JFGS Planned Works		£ 323.52			
HMRC- PAYE		£ 399.11			
Total Uncleared Expenditure		£ 791.93			
Reconciliation to Cashbook	£ 14,437.34	£ 118,161.72	£ 1,834.06	£ 139,660.22	