



Minutes of the meeting of Wembury Parish Council held at the Wembury Village Hall, on the 31st of January 2022.

Present: Cllr Bennett, Cllr Brown (Chair), Cllr Chown, Cllr Cox, Cllr Kenny, Cllr Newnham, Cllr Stansell, Cllr Truscott.

22-01 Opening of the meeting.

The Chair opened the meeting at 19:30. He informed the meeting that The Clerk would be recording the meeting.

22-02 Apologies.

Cllr Drought and Cllr Smith sent their apologies. Their apologies were approved unanimously. Cllr Stansell stood in as Vice Chairman.

22-03 Absent.

There were no absences.

22-04 Declarations of Interests & Dispensation Requests.

Cllr Brown declared an interest in the buoys letter and the discussion around the complaint.

22-05 To suspend the business of the Council to allow speaker presentations, including reports from District and County Councillors, or for members of the public to make observations, or to put questions to the Council.

The meeting was suspended at 19:32

i) Nicky Bailey and Keith Rennells spoke about the projects that the South Devon AONB will be undertaking within the Wembury Parish. Nicky Bailey explained that thanks to local enthusiasm, and the pressures of being on the edge of the AONB, it meant that Wembury was a focal point of some of the work being done. Money for the work they are planning has been obtained from various sources including the National Lottery, councils and s106 funds from the MoD development at Wembury Point. Projects include improving the access path from Wembury beach to Wembury Point to improve accessibility for all, and the Life on the Edge project which is looking to protect the habitat of several endangered invertebrates. There has been work done at the allotments, wildflower planting on Wembury Parish Council land as well as tree planting in the forthcoming month throughout the parish. The work on the Life on the Edge project will start in April 2022. They have already done some community engagement and are looking to do more. The projects include being involved in wildlife surveys and community events. They will continue to do work on Wembury Parish Council assets such as the verges and Recreation Ground to maintain and improve what they have already done.

Signed:

28/02/2022

- ii) **A member of the public** spoke about the details of the planning application on Traine Road, the revisions made to accommodate concerns, environmental measures taken and the need to support agricultural workers.
- iii) **A member of the public** spoke in objection to the planning application on Traine Road, stating that it would be setting a precedent, that the applicant already had tied accommodations and the need to protect the AONB.
- iv) **A member of the public** spoke in objection to the planning application on Traine Road, stating that an essential need has not been demonstrated and other sites are available, that there was no agricultural tie for the application and that it contravened policies.
- v) **A member of the public** spoke in support of the application, stating that the applicant contributes to the AONB by the nature of his work and that the property would support the next generation of farm workers.
- vi) The Clerk read out the report from **Cllr Hart of Devon County Council** – See Annex A
- vii) **Cllr Chown of South Hams District Council** gave his report – See Annex B
- viii) **Cllr Brown of South Hams District Council** explained that although there is still work to do on the waste collection provision that the situation has improved.
- The meeting was re-opened at 20:24**

22-06 To confirm the minutes of the Parish Council meetings held on 29th November 2021.

Cllr Newnham proposed the following, seconded by Cllr Bennett with one abstention and seven in favour.

RESOLVED: To agree the 29th of November 2021 minutes as a correct record of the meetings and for the Chair to sign them.

22-07 To consider current planning matters and to receive monthly planning applications.

Ratified

i.3537/21/HHO

READVERTISEMENT (Revised plan received) Householder application for removal of existing defective garage and workshop area and construction of new single storey side extension to form extended living area with rear shower/wc room. New front and front side raised decking area

121 Southland Park Road, Wembury. PL9 0HH

No comment submitted

ii.4089/21/TPO

T19: Ash - Fell to 1m from ground level. Due to Dieback.
25 Leyford Close, Wembury, PL9 0HX

Comment submitted:

We are aware this tree may have ash dieback, but on advice from our tree warden believe that to fell this tree to 1m seems highly extreme without any supporting arboricultural evidence. We would like to see

the supporting information and evidence from a trained arboriculturist rather than a statement that the tree is creaking. A staged reduction in the tree would be better than simply felling the tree in one hit. This is an important arboriculture feature, and we should be doing all we can to retain these features if at all possible.

iii.4207/21/TPO

T1: Sycamore - deadwood removal (exempt), crown height reduction by 1m to improve shape. T2 & T4: Cherry - deadwood removal (exempt), overall crown reduction by up to 4m to remove obstruction from property and road. T3 & T5: Ash - deadwood removal (exempt), overall crown reduction by up to 4m to remove obstruction from property and road.

131 Church Road, Wembury. PL9 0LB

Comment Submitted:

Following advice from the Tree Warden.

T1 Ash. Deadwood removal acceptable. However, it is not however believed that crown reduction will improve the shape of the tree. It has already received past significant pruning works which the tree is currently adapting and thus creating a naturalistic shape. Further manipulation will result in the tree having to adapt again, further stressing the tree and opening it up to pests and diseases due to the creation of new wound wood.

T2-T5 SPECIES VARY

Our Tree Warden is not sure the species are correct. Deadwood removal is acceptable although no deadwood was noted at the time of visit.

A reduction of 4m is considered to be highly significant. From the Tree Warden looking at the tree is it not considered that they are overbearing to the house and none of the branches are in contact with the property.

We would suggest that if a reduction needs to be made then it is reduced to cutting back to 2m from the property. Reductions should also be done sympathetically using best arboricultural practices and in accordance with BS 3998:2010. With regards to impact with the road, no potential impacts could be identified. Although the tree overhangs the foot way it is at a high level, the same applies to the road.

iv.4398/21/HHO

Householder application for extension and alterations with new garage and summer house.

22 Beach View Crescent, Wembury. PL9 0HJ

Comment Submitted: No Objection

v.4094/21/VAR

Application for variation of conditions 2 (parking facilities), 3 (landscaping plan) and 4 of planning consent 0290/19/VAR for amendments to Plot 3 only

Pendyce, Beach Road. Heybrook Bay. PL9 0BS

Comment Submitted:

Objection. Non-compliance with previous planning application conditions. Concerns over access implications. Landscaping needed for the amendments would impact on the neighbour's ability to maintain their property, including safety features.

vi.4670/21/FUL

Change of design to planning approval 58/2876/12/F to change pair of attached 3 bed properties to attached 2 bed and 4 bed properties.

Development Site Northeast of Pendyce, Heybrook Drive, Heybrook Bay. PL9 0BS

Comment Submitted after agenda was created.

RESOLVED: To ratify the above comments submitted under delegated authority.

Discussed

The below applications were discussed and resolved as below.

i. 4421/21/FUL

New single storey three bed dwelling.

Land at Spirewell Farm, Traine Road. Wembury. PL9 0EN

Comment: No objection

Four in favour, three abstentions and one against.

ii. 4708/21/HHO

Householder application for extension and internal works.

100 Church Road, Wembury. PL9 0LA

Comment: No objection

Six in favour, two abstentions

iii.4562/21/FUL

Replace wooden decking for composite decking at the front of the property.

6 Bovisand Park, Bovisand Lane. Down Thomas. PL9 0AE

Comment: No Comment

iv.4448/21/LBC

Listed building consent for replacement of outside door to terrace and replacement of inner door to joint front entrance lobby.

2 Old Coastguard Cottages, Wembury. PL9 0EJ

Comment: No objection

Six in favour, two abstentions.

22-08 To consider the application for co-option of a councillor to the Wembury ward.

Alan Edwards had submitted his application to become a Wembury Ward Councillor which had been submitted prior.

Cllr Brown proposed the following, seconded by Cllr Truscott and agreed unanimously.

RESOLVED: To co-opt Alan Edwards to the Wembury Ward of Wembury Parish Council.

22-09 Committees and Working Groups

- i. **Wembury Recreation Ground**
 - a. **General Update- Cllr Bennett. See Annex C.** Cllr Bennett also explained that he has had quotes in for the replacement junior swing but there were queries over the depth of surfacing, so he has requested that the quotes be redone and resubmitted. They will be discussed in the February meeting.
- ii. **Clerk's Report -See Annex D**

22-10 Other Matters for Discussion and Decisions.

- i. **Letter to South Hams District Council re Buoys.** Cllr Stansell explained that he had wanted to send another letter to South Hams District Council, after the original letter from Wembury Parish Council regarding the removal of buoys in Wembury bay had been ignored. However, he had decided that he needed to first seek advice from the Health and Safety Executive about responsibility for Health and Safety before constructing a letter. Cllr Truscott proposed the following, seconded by Cllr Cox with six in favour and two abstentions.
RESOLVED: For Cllr Stansell to consult with the Health and Safety Executive before construction of a letter to South Hams District Council, which The Clerk will send, regarding the removal of the buoys and their health and safety obligations.
- ii. **MUGA Self Closing Gate Mechanism.** This is to stop dogs being able to enter the MUGA.
Cllr Bennett proposed the following, seconded by Cllr Kenny and agreed unanimously.
RESOLVED: To replace the self-closing gate mechanism of the MUGA.
- iii. **To supply and fit a steel core, polymer top bollard into the playpark on the gate closest to the school secured with high strength concrete.**
The Clerk explained that this was to prevent excessive wear and tear on the hinge of the gate that the engineers believed had been due to it being extended beyond it's expected range.
Cllr Bennett proposed the following, seconded by Cllr Cox with seven in favour and one abstention.
RESOLVED: To fit a steel core, polymer bollard in the playpark to prevent over extension of the gate nearest the school.
- iv. **Investment Policy and Anti-Fraud and Corruption Policy.**
Cllr Cox asked that ethical banking be considered for any new bank accounts needed.
Cllr Newnham proposed the following, seconded by Cllr Brown and agreed unanimously.
RESOLVED: To adopt the Investment Policy and Anti-Fraud and Corruption Policy as circulated prior.

22-11 To receive Financial Reports.

- i. **Financial Statement for January 2022 - See Annex E**
 - ii. **Bank Reconciliation for January 2022- See Annex F**
 - iii. **Reserves Balances- See Annex G**
- Items i, ii and iii were voted for en block. Cllr Brown proposed the following, seconded by Cllr Truscott and agreed unanimously.

- RESOLVED: To Accept items i, ii, and iii above as a true record.**
- iv. **Request for grant for SHCVS.**
Cllr Brown proposed the following, seconded by Cllr Stansell and agreed unanimously.
RESOLVED: To grant the SHCVS £250.
- v. **Current Clerk to new Clerk handover costs.**
Cllr Newnham proposed the following, seconded by Cllr Cox and agreed unanimously.
RESOLVED: To pay the current Clerk her hourly rate for additional hours needed, for up to eight weeks on a reducing hours basis.
- vi. **New Clerk equipment and software costs.**
Cllr Cox proposed the following, seconded by Cllr Truscott and agreed unanimously.
RESOLVED: To purchase for the new Clerk a Laptop, antivirus software, shredder, and basic stationery/office equipment as needed up to a cost of £1000

22-12 To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1 (2).

Cllr Brown proposed the following, seconded by Cllr Stansell with one abstention and 7 in favour.

RESOLVED: To exclude the public and press from the meeting to discuss matters considered to be of a private nature.

- i. **Discussion and decision regarding complaint received.** Cllr Brown stepped down as Chair for the purposes of this matter alone, as he had previously made a decision, as per the complaints policy. Cllr Stansell chaired the topic.
Cllr Stansell proposed the following, seconded by Cllr Truscott with two abstentions and six in favour.
RESOLVED: To dismiss the complaint received due to lack of evidence to support it.
- ii. **Clerk and RFO job descriptions.**
Cllr Brown proposed the following, seconded by Cllr Kenny and agreed unanimously.
RESOLVED: To accept the new Clerk and RFO job descriptions.
- iii. **Appointment of New Clerk**
Cllr Brown proposed the following, seconded by Cllr Chown and agreed unanimously.
RESOLVED: To appoint Ella Peters to the role of Clerk and for her to begin her appointment as soon as possible.

22-13 Exchange of Information

- i. Cllr Brown gave a vote of thanks to the current Clerk Anne Towill for her work over the last three years. This was supported by other members of the council. Anne will continue to work as the RFO for the council.
- ii. Cllr Cox asked if the council were intending doing anything for the jubilee celebrations such as a beacon. The Clerk will put this on the February agenda for the council to discuss and decide on.

- iii. Cllr Kenny asked about the requested changes to Traine Road access, and it was agreed that it would go on the February agenda to decide on a way forwards.
- iv. Cllr Kenny explained that the speed monitoring sign will go up in Hollacombe as soon as possible but that he has had requests for traffic calming there.
- v. Cllr Chown reminded the council of the free tree hub on Saturday at the Farmers Market at Wembury Village Hall.
- vi. Cllr Brown explained that he would be meeting with the new owners of Langdon Court soon and would feedback to the council what was discussed.

22-14 Close of Meeting

The meeting was closed at 21:19

Anne Towill.

Clerk to the Council

ANNEX A to Wembury Parish Council Minutes – 31st January 2022

Report from Cllr Hart Devon County Council

Budget is taking up a lot of time. Council Tax will increase by 2.99%. Adult and Children's services will have substantial increases but also need to make large in year savings. We will also be taking a large sum of money out of reserves to balance. Need to finalise it this week for Cabinet meeting on 11th Feb and full Council on 17th Feb.

ANNEX B to Wembury Parish Council Minutes – 31st January 2022

Report from Cllr Chown South Hams District Council

Budget Engagement with Businesses

Last week the Executive recommended the Budget Proposals for the Revenue and Capital Budget for 2022-23.

It is a statutory requirement from the Government that the Council annually seeks the views of local businesses on its budget proposals.

A short 'budget engagement' survey has been sent to all businesses on our Business Voice database of business contacts.

The results of the survey and the budget proposals will come to the Full Council meeting on the 10th February.

Second home tax benefit loophole removed

Following prolonged campaigning by South Hams Council and many others, the Government has announced it's planning to remove a loophole that offers tax breaks to second home owners who dishonestly claim their properties are being used as holiday lets.

As it currently stands, people who own second homes in England can avoid paying council tax and access small business rates relief by simply declaring an intention to let the property out to holidaymakers.

The change will see second homeowners forced to pay council tax if they cannot show they are genuinely renting out their properties on a commercial basis.

This should mean that second home owners will pay fairly towards local services in the future and is hopefully an important step towards solving our housing crisis while protecting genuine holiday lets.

AONB Secures National Lottery Funding

Congratulations to the South Devon AONB having been awarded a £220,000 by The National Lottery Heritage Fund for its 'Life on the Edge' programme to help restore thriving populations of some of the UK's rarest insects living along the South Devon Coast.

Signed:

28/02/2022

Five project hotspots have been selected, one of which is Wembury.

The project will work with residents, parish councils, schools and landowners to protect and restore precious coastal wildlife and connect communities with nature.

The development phase of the project commencing in April 2022 will provide habitat management advice to farmers in the key biodiversity hotspots ensuring these are sustained in the long term, and it will pilot the development of Parish Pollinator Plans.

Further information about the project is available at:
<https://www.southdevonaonb.org.uk/projects/life-on-the-edge/>

Energy efficiency grants

Funding to help home owners improve the energy efficiency of their home is still available, however time is limited and funding will stop in April.

If you think you may be eligible for a grant and are interested in finding out more, please contact eco@swdevon.gov.uk. You can also complete the webform at www.southhams.gov.uk/ReduceFuelBills or call 01803 641234.

Who is eligible for the grant?

To be eligible for the Green Homes Grant, you must meet the criteria below:

- Owner Occupier (sorry; this scheme is not open to housing association tenants)
- EPC of E or below (please speak to us if you do not know or not have one)
- Be on either means tested benefit or a net household income of less £30,000 a year (this is after household expenses such as mortgage, Council tax, utility bills)

Signed:

28/02/2022

ANNEX C to Wembury Parish Council Minutes – 31st January 2022

Cllr Bennett- Wembury Recreation Ground Report

Most outstanding items have been covered in the clerk's report. The main outstanding item is the replacement of the Junior swing set. 4 quotes have been obtained which will be discussed at our next WRG meeting to be announced. Additional costs include (a) A post installation inspection and (b) Removal of the old swing frame and making good.

ANNEX D to Wembury Parish Council Minutes – 31st January 2022

Clerk Report – January 2022

Wembury Recreation Ground

There has been another request for a memorial bench. An older bench has been identified as being able to be moved and replaced by a memorial bench. The older bench will replace one on a verge that had to be taken away due to it no longer being safe or repairable. The new bench has been ordered.

JFGS has been attending to the issues raised in the Allianz inspection.

Work has been done around the carpark edges and long grass strimmed back.

The full support swing has had to be removed due to bush wear and a nut and bolt not tightening as it should. The parts are being replaced and the swing will be reinstalled as soon as possible.

The gate to the playpark has been repaired again due to the mechanism failing. We ask that people do not push the gate open too far to prevent this happening again. A bollard to prevent the gate being pushed too far open has been quoted for.

The zipwire sign has been ordered and will be installed as soon as it arrives.

Asset Maintenance

Ground surface clearing work has been done around some of the bus shelters.

A noticeboard in Heybrook Bay has been replaced with a repaired and repainted one from an old location that is no longer used.

An asset and responsibilities meeting has been held for The Clerk, councillors, contractors, Devon County Council representatives and volunteers who do work in the parish on behalf of Wembury Parish Council. This is to enable us to plan the long-term maintenance of Wembury Parish Council assets and other responsibilities.

Signed:

28/02/2022

Tree surgeons have been asked to quote for work to remove dead elms around the boundaries of the recreation ground as per the tree survey. JFGS has cut the ivy around two trees (as per tree survey) to allow it to die back over winter and spring and then be removed once the insects have come out of their winter homes.

Other

A member of the public sent a letter asking why the bus shelter on Mewstone was removed and what will happen to replace it. I have replied explaining the situation.

We have been sent several emails of thanks from the families who have had memorial benches installed and the benches themselves are already being well used.

We are supporting the Down Thomas Post Office move to the village hall and will update the community once we have a date for the move.

As per the decision by Wembury Parish Council, emails have been sent to both Gary Streeter regarding the CEE bill and to Cllr Hart regarding the Devon County Council pensions.

JFGS has been reporting traffic accident hotspots/problems, potholes and drainage issues to Devon County Council Highways.

The National Trust have been informed about a blockage in the drain at the bottom of Church Road at the beach road entrance.

ANNEX D to Wembury Parish Council Minutes – 31st January 2022

Financial Statement for January 2022- Payments

Description	Supplier	Net	VAT	Total
Memorial Plaque	Cyan (Jati Ltd)	34.16	6.83	40.99
Salaries and PAYE	Various	2992.10		2992.10
Bus Shelter Removal	JFGS	278.38		278.38
Energy Supply for DTCR	Opus Energy	15.82	0.79	16.61
Email, Office 365 and VOIP	HelloComtec	46.30	9.26	55.56
Energy Supply for DAAT Tower	YU	9.79	0.49	10.28
Grant	DT Village Hall	200.00		200.00
Grant	Citizens Advice	300.00		300.00
Stationery/Office Equipment	Viking	30.85	6.17	37.02
Grant	Wembury Village Hall	375.00		375.00
Energy Supply for DAAT Tower	YU	10.12	0.51	10.63
Energy Supply for DTCR	Opus Energy	19.05	0.95	20.00
Email, Office 365 and VOIP	Comtec	46.30	9.26	55.56
Memorial Benches	Cyan (Jati Ltd)	354.99	71.00	425.99
Printer- Flat Rate	Konica Minolta	42.75	8.55	51.30
Printer- print costs	Konica Minolta	7.75	1.55	9.30
Subscription	SLCC	171.00		171.00
Skate Park Welding	Marcus Cane	95.00		95.00
		5,029.36	115.36	5,144.72

Financial Statement for January 2022- Receipts

Bank	Description	Total
Book Account	Interest	0.10
General Account	Interest	0.88
General Account	Donation	415.00
General Account	Interest	0.91
Book Account	Interest	0.11
	Total	417.00

Signed:

28/02/2022

ANNEX F to Wembury Parish Council Minutes – 31st January 2022

Bank Reconciliation for January 2022

Bank Reconciliation at 26/01/2022

Cash in Hand 01/04/2021	103,502.40
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ADD

Receipts 01/04/2021 - 26/01/2022	45,806.54
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149,308.94

SUBTRACT

Payments 01/04/2021 - 26/01/2022	33,809.81
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Cash in Hand 26/01/2022

115,499.13

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash	26/01/2022	0.00
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Current Account	26/01/2022	3,124.61
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General Account	26/01/2022	99,716.20
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Book Account	26/01/2022	12,658.34
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115,499.15

Signed:

28/02/2022

ANNEX G to Wembury Parish Council Minutes – 31st January 2022

Reserves Balances January 2022

	<u>OpeningBalance</u>	<u>Transfers</u>	<u>CurrentBalance</u>
Public Assets Replacement		10,000.00	10,000.00
Legal Costs Reserve		3,000.00	3,000.00
Reprint of Discovering Wembury Book		4,000.00	4,000.00
Elections Reserve		1,000.00	1,000.00
s.106 Funds	45,946.74		45,946.74
Bus shelter s.106 money	10,000.00		10,000.00
Total Earmarked Reserves	55,946.74	18,000.00	73,946.74
General Reserves			41,552.39
Total Reserves			115,499.13

Signed:

28/02/2022