



Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall, at 7.30pm on 29th of November 2021.

Parish Councillors Present:

Cllr Brown (Chair), Cllr Bennett, Cllr Cox, Cllr Drought (Vice-Chair), Cllr Kenny, Cllr Newnham, Cllr Smith, Cllr Stansell, Cllr Truscott.

Clerk: A Towill

21-113 Opening the meeting.

Cllr Brown opened the meeting at 19:30.

21-114 Apologies.

Cllr Chown sent their apologies which were accepted. Cllr Smith arrived at 20:00 and apologised for her late arrival.

21- 115 Absent.

None

21- 116 Declarations of Interests & Dispensation Requests.

There were no declarations of Interests or Dispensation.

21- 117 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. This session began at 19:31

- i. **A member of the public** expressed their concerns about the condition of Mewstone Avenue. They regularly cycle along the road in the early hours when it is dark and it is becoming increasingly difficult to avoid the potholes and so an accident. The potholes have been reported to Devon County Council Highways but don't yet meet the criteria for having them filled. Cllr Kenny also commented that the pavements are particularly bad.
- ii. **A member of the public** commented that they are very frustrated by the waste collection service and not knowing if their bins are going to be taken each week. Another member of the public hopes that South Hams District Council learns from the issues regarding the contract for any future contracts. There was a discussion around the situation, solutions were suggested and a discussion around the issues faced by South Hams District Council.
- iii. **A member of the public** explained that their wife had fallen on the path opposite the Wembury village shop that leads up to the recreation ground.

She had experienced serious breaks to her leg and the member of the public requested that action was taken to stop this happening again. The Clerk explained that the path was the responsibility of the housing association as well as Devon Highways. She had spoken to Devon County Council Highways and they had explained that they no longer deal with slippery paths. They made some suggestions that would help with any moss, and this had been passed on to the Wembury Parish Council handyperson who had used this information and also blown the leaves off the path as best as possible. If algae is a problem then this is more difficult to get rid of. Other suggestions were made to help the situation but no resurfacing etc. could happen as it was the landowners' responsibility.

iv. **A member of the public** stated that he had seen a mother and child using the zip wire, but the seat had got too close to the ground. Cllr Bennett explained that there was a ten stone weight limit on the zip wire.

v. **Cllr John Hart** of Devon County Council submitted a report- See Annex A

vi. **Cllr Chown** submitted a report prior to the meeting as District Councilor for South Hams District Council. See Annex B.

Cllr Brown as South Hams District Council District Councilor expressed his sincere commiserations to the family and friends of Bobbie-Anne McLeod, whose body was found at Bovisand the previous week. A small group of Wembury Parish Council councilors and The Clerk had an online meeting with the police to ascertain ways to support the community. Wembury Parish Council also offered that any residents living behind the cordon who needed supplies could contact Wembury Parish Council for assistance.

This session ended at 19:53

21- 118 To confirm the minutes of the Parish Council meetings held on 25th October 2021 -circulated prior.

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

RESOVLED: To agree the 25th of October 2021 and 8th November 2021 minutes as a correct record of the meetings and for the Chairman to sign them.

21- 119 To consider current planning matters and to receive monthly planning applications. The following planning applications were discussed, and decisions made.

i. **3508/21/HHO**

Householder application for single storey rear extension (part retrospective)

67 Church Road, Wembury. PL9 0JJ

RESOLVED: No Comment

ii. **3329/21/FUL**

Part- reconstruction of redundant barn into a residential dwelling and construction of new dwelling.

Yard Barn, Renney Road. Down Thomas. PL9 0AQ

RESOVLED: No Objection

iii. **3473/21/HHO**

Householder application for proposed single storey rear extension.

52 Veasy Park, Wembury. PL9 0ES

RESOLVED: No Objection

iv. **3758/21/VAR**

Application for variation of condition 2 (approved drawings) of planning consent 2865/17/FUL

Land adjacent Traine Road, Wembury. PL9 0DH

RESOLVED: No Objection

v. **3356/21/HHO**

READVERTISEMENT (Revised plans received) Householder application for proposed conversion of existing garage, internal alterations and rear external terrace

62 Southland Park Road, Wembury PL9 0HQ

RESOLVED: No Objection

21- 120 Committees and Working Groups

i. **Wembury Recreation Ground**

- a. General Update- Cllr Bennett. See Annex C

ii. **Highways**

- a. To appoint new Chair for Highways Group – this was postponed until the councillor vacancies are filled. Cllr Brown will chair the next meeting should a Chair not be appointed before.

iii. **Beach Liaison Group**

- a. Cllr Smith reported that there had been further discussions around the removed buoys. Cllr Brown declared an interest as a member of the Salcombe Harbour Authority. Cllr Stansell explained that the letter that had been sent last year had got lost in an administration problem but other than explaining what had happened, there had been no further response. Cllr Smith explained that some members of the Beach Liaison Group are very keen to get them reinstated and they want South Hams District Council to take responsibility. There was a discussion around the effectiveness of the buoys and what could be done.

Cllr Stansell proposed the following, seconded by Cllr Kenny with six in favour and three abstentions.

RESOLVED: To support the reinstatement of the safety buoys of Wembury beach, subject to issues such as costs and liability.

- b. **Cllr Brown** explained that he had recently been made aware that due to the therapeutic benefits, footage of Wembury Beach has been used in a virtual reality programme which is being used for the rehabilitation of patients.

iv. **Clerk's Report-** As circulated prior to meeting. See Annex D

21- 121 Other Matters for Discussion and Decisions

- i. **Chairman Title** – There was a discussion as to whether to use the gender-neutral title of Chairperson or Chair in place of the Chairman title.
Cllr Smith proposed the following, seconded by Cllr Drought with 8 in favour and one abstention.
RESOLVED: To change the terminology from Chairman to Chair within Wembury Parish Council documents.
- ii. **Gate/Entrance to multi-use path in Wembury Recreation Ground**
There was a discussion around how the path would impact on the recreation ground and Cllr Bennett expressed safety concerns over a shared path.
The following was proposed by Cllr Brown and seconded by Cllr Truscott with six in favour, one against and two abstentions.
RESOLVED: Wembury Parish Council resolves to give permission in principle (without prejudicing comment on any future planning application) for the siting of a gate/entrance to a multi-use path (public footpath with permissive cycle use) on the eastern boundary of Wembury Recreation Ground as shown indicatively on the map circulated. That Wembury Parish Council in principle supports (in line with the Langdon View Section 106 Agreement), the creation of a multi-use/ accessible path (public footpath with permissive cycle use), running from the north-eastern boundary of the field adjacent Langdon View (Allotment Field). Hugging the field boundary, finally joining Wembury Recreation Ground on the western boundary as shown indicatively on the map circulated.
- iii. **Community Composting Site** – Cllr Chown had previously suggested that a community composting site be looked in to. There were no objections to this idea and Cllr Chown will be asked to investigate it further with costings, possible locations etc, to bring back to council.
- iv. **Langdon Court Footpath.** Cllr Chown had previously suggested that a Schedule 14 application be considered regarding the recently closed permissive path at Langdon Court. After a discussion, Cllr Brown offered to speak to the landowner informally about the situation. He will then report back to the council for further discussion and decisions as needed.
- v. **Footpath 25 (opposite Wembury village shop)**- reports from a member of the public around how slippery and dangerous it is. This was covered earlier in the meeting. Cllr Kenny also commented that the top of the path near the scout hut was full of trip hazards and had no lighting.
- vi. **Bovisand Public Footpath (footpath 12)** – There was a discussion around what action can be taken to get this path improved as it is well used but has been badly impacted by storms affecting the stream that runs alongside. This is making it increasingly dangerous to use. A request will be put to Devon County Council to look at whether improvements can be made.
- vii. **Printer** – The Clerk explained the current costs of the rented printer and the costs of replacing it with purchased ones with repair warranties with associated longer term savings.
Cllr Brown proposed the following, seconded by Cllr Drought and agreed unanimously.
RESOLVED: To cancel the Konica Minolta contract and purchase two smaller printers with repair warranties, as per the report, for the RFO and

The Clerk. The RFO or Clerk to decide on which make and model to purchase.

- viii. Review of South Hams District Council maintained bins across Wembury Parish.** Cllr Brown asked if the council would be interesting in researching the location of current South Hams District Council managed bins, as well as needed bins. This will include any costs to Wembury Parish Council for installing and servicing additional bins around the parish. There was widespread support for this idea, and Cllr Brown will review the current provision.

Cllr Cox left at this point due to other commitments.

21-110 To receive Financial Reports.

- i. Financial Statement for November 2021 - See Annex E**
- ii. Bank Reconciliation for November 2021- See Annex F**
- iii. Reserves Balances- See Annex G**

The above were voted upon en block. Cllr Brown proposed the following, seconded by Cllr Newnham and agreed unanimously.

RESOLVED: To Accept items i, ii, and iii above as a true record.
- iv. Budget, Earmarked Reserves and Precept Setting.**

Cllr Drought proposed the following, seconded by Cllr Newnham and agreed unanimously.

RESOLVED: To set the 2022 budget, earmarked reserves, and precept according to the budget in Annex H.
- v. Request for grant of £300 from Citizens Advice.**

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

RESOLVED: To grant £300 to Citizens Advice.
- vi. Request for grant of £375 from Wembury Village Hall for Christmas tree – purchase, erection, and disposal.** The council asked that next year the Wembury Village Hall committee erect a permanent tree rather than one put one up every year. Cllr Brown proposed the following, seconded by Cllr Drought and agreed unanimously.

RESOLVED: To grant £375 to Wembury Village Hall for the purchase, erection, and disposal of a Christmas tree.
- vii. Request for grant of £200 from Down Thomas Village Hall for Christmas tree lights.**

Cllr Truscott proposed the following, seconded by Cllr Drought with 7 in favour and one abstention.

RESOLVED: To grant £200 to Down Thomas Village Hall for the purchase of lights for their Christmas Tree.

21-111 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 Drought and agreed unanimously. 21:18

RESOLVED: To exclude the Public and Press due to the private nature of the agenda item.

There was a discussion around what has been done so far and the advice received.

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

RESOLVED: To determine the complainant a vexatious complainant.

Cllr Brown proposed the following, seconded by Cllr Drought and agreed unanimously. 21:28

RESOLVED: To end the confidential section and readmit the public and press.

21-112 Exchange of Information.

- i. **Hollacombe-** The Clerk explained that she had had an email from a Member of the Public expressing their concern about the speeds being driven through Hollacombe. Their son was finding it increasingly dangerous to cross the road to the bus stop in the mornings. The speed vehicle activated monitor will be requested back off Brixton Parish Council and installed along the Hollacombe road as soon as possible.
- ii. **December Meeting** – Cllr Brown suggested that there was no December meeting of the full council. There were no objections to this suggestion.

21- 113 Close of Meeting

The meeting was closed at 21:33

Anne Towill
Clerk to the Council

ANNEX A to Wembury Parish Council Minutes –29th November 2021

Cllr Hart- Devon County Council

Sorry I cannot make the Parish Council meeting tonight. Having my first own and Parish council budget meeting with East Devon.

The road to Bovisand was re-opened yesterday but there is still a Police presence at the layby this morning. I cannot say much else but we can only feel a terrible sadness for the family and friends of Bobby-Anne McLeod.

ANNEX B to Wembury Parish Council Minutes –29th November 2021

Cllr Chown – South Hams District Council report

Devon and Somerset Fire and Rescue Service - Community Risk Management Plan consultation

The plan outlines the actions over the next five years (2022-2027) that will help keep you, your home, your community, and your environment safe from fire and other emergencies, and the Fire and Rescue Service are asking for your feedback.

Please read the proposed draft plan and tell them what you think using this survey which will be open until 14 January 2022:

<https://wh.snapsurveys.com/s.asp?k=163481748317>

Household Support Fund

If you are in financial difficulty, you could apply for the 'Household Support Fund'.

To be eligible for support from the HSF, applicants must:

- Be over the age of 16
- Live in the South Hams
- Be without sufficient means to meet the immediate short term needs of themselves or dependent

You can find out more here: <https://www.southhams.gov.uk/household-support>

Sustainable Communities Locality Fund

South Hams Councillors each have a small budget to support communities in their ward. I would very much welcome applications from residents for funding that can be used to support the local area, such as projects, events, equipment, and facilities.

The minimum grant that can be applied for is £100. If you have an idea you would like to discuss, please contact me: Matthew.Chown@swdevon.gov.uk

Climate Change and Biodiversity Locality Fund

This fund enables me to support local projects that help tackle the Climate and Ecological Emergency. The proposal should meet one of the objectives in the South Hams Climate Change and Biodiversity Strategy. These are:

- Reducing carbon emissions from households, businesses or organisations, including community and voluntary groups
- Supporting behaviour change and sustainable living
- Projects which will result in removal of carbon from the atmosphere through nature-based solutions, or supporting improvements in biodiversity
- Providing education and awareness of the Climate and Ecological emergency through direct engagement with hard to reach groups and individuals
- Projects which aim to help communities and species adapt to the effects of Climate Change
- Projects to help reduce organisational carbon footprints

Each South Hams Councillor has a budget of £3,000 until March 2023 to help not for profit groups or organisations to deliver community projects that benefit their Ward, or the wider local area.

If you have an idea you would like to discuss, please contact me:

Matthew.Chown@swdevon.gov.uk

ANNEX C to Wembury Parish Council Minutes –29th November 2021

Cllr Bennett – Wembury Recreation Ground Report

Having received the annual inspection report from Allianz, the items that require immediate attention are being dealt with as follows:

1. Junior 3-seater flat swing set. installed in 1970 and badly corroded. It was recommended that this item be replaced, and 3 quotes have been sought. The swings have been removed from the frame for safety reasons.
2. Zip wire. The cable wire and damper spring have been replaced and re-tensioned. A sign will be put in place with recommendations as to the safe use of this activity.
3. Playpark access gates. These are not fully closing so a specialist firm has been contacted to attend to this.

Other items.

1. James Friend is due to quote for repairs and repainting of the teenage shelter as well as dealing with minor issues raised in the inspection report. He has completed the installation of the seats and picnic benches.
2. Keysafe. This has been installed beside the field entrance gate.
3. Wildflower planting. Growth is evident already due to the mild weather and is much admired by all.
4. Multiuse path from Langdon View. DCC and National Trust are proposing a dual use, pedestrians and cyclists, path through the NT field to turn left at the bottom and partway along the hedge before entering the recreation ground through the hedge just above the start of the zip wire. The multiuse path would then go across the lower end of the field to join up with the main entrance.
I understand the idea of encouraging cycling, but it has to be done in a sympathetic way.
My main concerns are (a) This would result in a much longer route to school and (b) We already have a trim trail path for pedestrians which is well used especially by the elderly and wheelchair users who would not be comfortable sharing with cyclists and E scooters. A separate cycle path should be considered.

ANNEX D to Wembury Parish Council Minutes –29th November 2021

CLERK REPORT – November 2021

Wembury Recreation Ground

The memorial benches have been installed and many of the memorial plaques. The plaques that are remaining are so because the families have asked for them for a particular day.

John Squires bench has been moved to a better and safer location close to the original site.

The trees around the lights have been cut back to increase visibility when the scouts use them. A safety check on the lights will be organised as soon as possible but finding more than one person to quote on it is proving difficult. Replacing the lights with LED ones will be investigated.

The key safe for the recreation ground has been installed and DAAT informed of the code.

General maintenance is continuously being done as well as improvements such as the wildflower planting. The grass will now not be cut until March next year.

Asset Maintenance

The asset maintenance register continues to be updated and added to.

The bus shelter on Mewstone Avenue (near Brownhill Lane) has been removed due to safety concerns. We had tried to get it repaired but the electricity cable and water mains running underneath it meant that this was not possible. We will look at putting another bus shelter put in on the opposite side of the road on the Wembury Parish Council owned verge. This will allow more space for pedestrians and enable us to have a shelter with sides, to protect people better.

Other

A complaint was received and is being dealt with by The Clerk and The Chairman with advice from our insurers.

I have attended two days' worth of Highways training on various matters. It has been informative, and I will circulate the recordings that will be sent to me for councillors to listen to should they wish.

Highways either have or are due to clear the gulleys recently. They can only do so much as can only work from the Highways side so if there is any further standing water then the landowners can assist by making sure their side is clear too.

The two councillor vacancies have been reported to South Hams District Council and official notices put up. As of the beginning of December, should an election not have been called, then the casual vacancy will be advertised.

The insurance claim against Wembury Parish Council has been dropped.

I have requested information from the village halls about hearing loops they have installed for anyone who attends a meeting with a hearing aid. This is particularly helpful at the moment with us all being spaced out. Both Wembury and Down Thomas halls are getting their systems checked and/or updated and will let me know when they're sorted.

ANNEX E to Wembury Parish Council Minutes –29th November 2021

Financial Statement for November 2021

Payments

Code	Description	Supplier	Net	VAT	Total
WRG Grounds and Equipment Maintenance	Grass Cutting	SHDC	395.74	79.15	474.89
Printer	Printer- Flat Rate	Konica Minolta	42.75	8.55	51.30
Printer	Printer- print costs	Konica Minolta	7.19	1.44	8.63
Grants/Donations to organisations	Grant	Wembury Allotment Association	500.00		500.00
Salaries inc NI/Tax/Payroll	Salaries and PAYE	Clerks	1,979.42		1,979.42
Expenses and Training	Training	DALC	40.00		40.00
WRG Grounds and Equipment Maintenance	Energy Supply for DAAT Tower	YU	10.14	0.51	10.65
DT PO & Community Room	Energy Supply for DTCCR	Opus Energy	16.43	0.82	17.25
Communications	Email, Office 365 and VOIP	HelloComtec	46.30	9.26	55.56
Subscriptions	Subscription	Parish Online	52.50	10.50	63.00
WRG Grounds and Equipment Maintenance	Bench bases and installation	JFGS	1,090.00		1,090.00
Handyperson	Planned Works	JFGS	1,640.00		1,640.00
WRG Grounds and Equipment Maintenance	Tree and Hedge trimming around lights	JFGS	44.00		44.00
Total			5,864.47	110.23	5,974.70

ANNEX E to Wembury Parish Council Minutes –29th November 2021

Financial Statement for November 2021

Receipts

Code	Description	Supplier	Net	Total
Other	Tree	Wembury Allotment	75.00	75.00
Grants	Surgery	Association		
Interest	Interest	Lloyds Bank	0.10	0.10
Interest	Interest	Lloyds Bank	0.88	0.88
Total			75.98	75.98

ANNEX F to Wembury Parish Council Minutes –29th November 2021

Bank Reconciliation November 2021

Bank Reconciliation at 24/11/2021

Cash in Hand 01/04/2021 103,502.40

ADD

Receipts 01/04/2021 - 24/11/2021 45,389.54

148,891.94

SUBTRACT

Payments 01/04/2021 - 24/11/2021 28,665.09

Cash in Hand 24/11/2021 120,226.85
(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 24/11/2021 0.00

Current Account 24/11/2021 1,769.33

General Account 24/11/2021 105,799.41

Book Account 24/11/2021 12,658.13

120,226.87

Adjusted Bank Balance 120,226.87

ANNEX G to Wembury Parish Council Minutes –29th November 2021

Reserves Balance November 2021

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
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		18,000.00			73,946.74
Earmarked	55,946.74				
TOTAL RESERVE	55,946.74	18,000.00			73,946.74
GENERAL FUND					46,280.11
TOTAL FUNDS					120,226.85

ANNEX H to Wembury Parish Council Minutes –29th November 2021
Budget, Earmarked Reserves and Precept for 2022/23 Financial Year

<u>Income</u>		22/23 Budget
	Title	
	SHDC Precept	£ 50,444.00
	Book Sales	£ 150.00
	Interest	£ 20.00
	Donations	£ 50.00
	Post Office Rent	£ -
	Other Grants	£ 5,000.00
	Grants to match s.106 money	£ -
	VAT Refund	
Grand Total Income		£ 55,664.00
<u>Expenses</u>		
Administration		
	Auditors	£ 600.00
	Bank Charges	£ -
	Computer Maintenance	£ -
	Expenses and Training	£ 300.00
	Admin Expenses	£ 400.00
	Room Hire	£ 300.00
	Insurances	£ 1,064.00
	Printer	£ 300.00
	Salaries inc NI/Tax/Payroll	£ 22,000.00
	Subscriptions	£ 850.00
	Communications	£ 700.00
	Volunteer Expenses	£ 350.00
Total Administration		£ 26,864.00
Facilities		
	Bus Shelter Cleaning and Maintenance	£ 800.00
	Noticeboard Maintenance & Upgrade	£ 500.00
	DT PO & Community Room	£ -
	WRG Grounds and Equipment	£ 4,000.00
	Improvements and Maintenance	
	WRG Upgrade - s.106 spending	£ 3,000.00
	Handyperson	£ 5,000.00
	Tree Survey and Surgery	£ 1,500.00
Total Facilities		£ 14,800.00

Grants / Donations

	Grants/Donations to organisations	£	4,000.00
Total		£	4,000.00
Grants/Donations			

Miscellaneous

	Wembury Neighbourhood Plan	£	500.00
	Community Self Help	£	1,500.00
	Unexpected Expenses	£	1,000.00
	Other Grant Work	£	5,000.00
	Environmental Measures	£	2,000.00
Total		£	10,000.00

Grand Total Expenses		£	55,664.00
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EARMARKED RESERVES

Public Assets Replacement	£10,000.00
Legal Costs Reserve	£ 3,000.00
Reprint of Discovering Wembury Book	£ 4,000.00
Elections Reserve	£ 5,000.00
s.106 Funds	£45,946.74
Bus shelter s.106 money	£10,000.00
TOTAL RESERVE	£77,946.74