



**Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall
on the 30th of September 2024.**

Location: Wembury Village Hall

Parish Councillors Present: Cllr Cox (Vice Chair), Cllr Drought (Chair), Cllr Edwards, Cllr Gibbard, Cllr Kenny, Cllr Nix, Cllr Stansell, Cllr Stewart, Cllr Truscott, Cllr Walrond.

Clerk: Anne Towill

Members of the Public: 25

24-95 Opening of the meeting

The Chair opened the meeting at 19:30

24-96 Apologies

Cllr Short sent apologies which were accepted and agreed by the council.

RESOLVED: To accept and agree the apologies of Cllr Short.

24-97 Absent

None

24-98 Declarations of Interests & Dispensation Requests.

None

**24-99 The business of the Council was suspended to allow speaker
Presentations at 19:31.**

- i. Devon County Council Report – See Annex A*
- ii. South Hams District Council Report – See Annex B*
- iii. National Trust Report.*

Jess Tatton-Brown gave a report. She was told by the cob building expert that a cob and lime mortar seat would not need planning permission. She apologised for not checking this and ceased work on it as soon as she knew that planning permission was needed. They will now apply for planning permission, and she also explained that there will be additional tree planting at that location which will provide screening. The retaining wall at the beach will be having repairs done soon. The report from the professional deer stalker has been received and they believe that the increase in deer seen near Wembury Road is due to numbers and not the fencing, as there is plenty of space around the fencing for them to go. Anyone can request a copy of the report from Jess. The multi user right of way will be created in 2025 which will be for horse riders, walkers and cyclists. The car park at the beach has had five car parking spaces closed due to subsidence caused by rainfall. Once repaired they will be reopened. The Marine Centre will be hosting the History of Wembury display. The discussions on the Langdon View path have now reached an agreement between stakeholders and work on that will be started soon.

Date: 28th of October 2024

Signed:

iv. *Member of the Public.*

A member of the public asked that the new bus stop on Mewstone Avenue have road markings put in as the bus is unable to see passengers sometimes due to parking in front of the shelter. She also said that parking on the pavement in Hollacombe is still a big issue and means that pedestrians have to go out on to the road to get past. The Clerk will speak to Highways about road markings at the bus shelter, and the member of the public was advised to report all pavement parking that is a problem to the police on 111, so that they are aware that there is a regular problem and can take action.

v. *Member of the Public.*

A member of the public expressed his concerns and dislike of how the National Trust is using its land and feels it is very wrong.

vi. *Member of the Public.*

A member of the public was very concerned about the recent diversions by South West Water when they were doing some emergency repairs in the Down Thomas area. The diversions caused huge problems for the traffic and residents, and he felt that a one-way system would have been better. He and another resident are happy to help with any signage on these routes if the council needed them to. It was explained that Highways needed to decide what would happen and they are very aware of the problems the diversion caused. Once Highways have reviewed the situation the council will do what they can to assist.

vii. *Member of the Public*

A member of the public explained that the meeting with South West Water at Follaton House on the 17th of October at 2pm is open to the public too.

viii. *Member of the Public*

A member of the public spoke on behalf of many equestrians in the area. She explained that riding in the parish, and especially in particular spots such as Hollacombe, was becoming increasingly dangerous due to inconsiderate and speeding drivers. There was a discussion around the need to educate drivers and how to do so, as well as measures that could help.

It was asked that anyone involved in any near misses or accidents as horse riders, cyclists or pedestrians, to report them to operation snap if they have camera footage, so that the police can build a picture of offenders and problems.

They were also asked to report near misses to the Clerk so she can build a record of what incidents happen and where, which can then be sent to Highways and the Police to enable them to act.

The Clerk also explained that she had had a conversation with the Highways Officer that day about what could be done short term and she requested that they submit a list of the top five spots in the parish that are a particular problem for horse riders. Once she has that, she will speak to the Highways Officer about what signage could be installed.

The meeting was resumed at 20:11

24-100 To confirm the minutes of the Parish Council meeting held on 29th of July 2024

Date: 28th of October 2024

Signed:

All in favour

RESOLVED: To accept the minutes of the Parish Council meeting held on the 29th of July 2024 to be an accurate record.

24-101 To consider current planning matters and to receive monthly planning applications.

- i. *Planning applications- See Annex C*
- ii.

24-102 Committees and Working Groups

- i. *Wembury Recreation Ground*
 - a. General Update

Cllr Cox submitted the following report.

The Committee met on 23rd September and carried out a detailed site visit. Recommendations are for the removal of some failing trees and replacement of others that have perished. Planting areas for more silver birch were identified (approx. 30 1 m apart). It is suggested that the Clerk ask grass cutting contractors to mow closer to the growing vegetation during the next cut. The maintenance of all areas for FOWRG was planned and the Clerk will publicise a date and time in due course.

The play park had recently been surveyed by Allianz and no major problems had been identified. Remedial actions that have been taken this year have been successful. The gate replacement will proceed within a few weeks (subject to delivery), and maintenance of the roundabout can now proceed following implementation of a successful drainage solution.

The Committee considered the risk assessment for the swings and recommend that when any groundworks next take place a small raised grassed area could be created to mitigate some potential risk identified of people crossing in the path of the swings.

The Committee considered if additional parking spaces or walking corridors should be marked in the car park and felt that this was not necessary in this large area. A small warning sign for users at the car park entrance would be considered subject to cost.

The use of the car park for long term parking had been resolved before the committee met.

The next meeting will take place on 20th January 2025 .

- b. *Use of Wembury Recreation Ground by Plymouth Eco Football Club.*

All in favour.

RESOLVED: To allow Plymouth Eco Football Club to use the recreation ground for free for up to 16 home matches per season, on a Saturday afternoon for two hours from 14:30, subject to terms and conditions being drawn up by the Clerk.

- iii. *Neighbourhood Plan*

- a. Update.

Cllr Cox submitted the following report.

Neighbourhood Plan

The NP committee have engaged with the community at village events over the summer. The Community survey has also been issued to the parish and comments have been invited. The response to date has been largely favourable and the process will close at the end of the month.

Date: 28th of October 2024

Signed:

The committee met on 16th September and recommended the following:
To identify any source of professional help to write policies and to establish costs and timescale for this in order to present to the PC and source funding if appropriate.

To ask the NP planning officer for SHDC to attend our next NP meeting (21st October)

Committee members to review other local NP plans and feedback via a shared document.

Next meeting 21 October – Knighton Room 7 p.m.

iv. *Pavilion Creation Working Group*

a. Update

Cllr Walrond explained that they are seeking costs for Quantity Surveyors for the proposed plans so that they can establish the likely cost of the building. That will then inform council so they can decide whether to proceed with the project.

b. Terms of Reference

All in favour.

RESOLVED: The revised terms of reference for the Pavilion Creation Working Group were agreed.

v. *Highways*

a. Vulnerable Road Users

The Clerk will create a near miss register and advertise it so that people can report to her any near misses which involve vulnerable road users. The Responsible Financial Officer will be asked to expedite getting a replacement VAS system to help reduce costs. Traffic calming measures were also discussed and potential costs etc. The idea of asking the school to produce signs asking people to slow down was suggested. Establishing all projects that would help with speed calming and road safety, needs to be considered and collated as well as a record of areas in the parish that are most problematic.

Cllr Nix left the meeting at 8.50pm

24-103 Other Matters.

i. *Clerk Report*

The Clerk's report was noted. See Annex D.

ii. *Risk Assessment for Speed Camera*

The updated risk assessment for installing, use of and replacing batteries for the speed indicator camera was noted.

iii. *DALC AGM*

All in favour

RESOLVED: To ask the Clerk to vote as she deems appropriate in the DALC AGM.

iv. *Noticeboards*

All in favour.

RESOLVED: To accept the quotes from JFGS for replacing two noticeboards and instruct him to install them.

v. *Premises Licence*

All in favour

Date: 28th of October 2024

Signed:

RESOLVED: To comment on the application for a premises licence at Langdon Barton Farm, Down Thomas, that: South Hams District Council limits the number of vehicles attending due to access and the site, adequate traffic control is a condition of the licence and the use of sustainable transport to the site, such as buses, is part of the licence.

vi. *Defibrillator Location Signs*

All in favour

RESOLVED: To replace the previous defibrillator location signs with updated ones at a cost of £120.

vii. *Car Boot*

All in favour

RESOLVED: To allow FROWS to hold a car boot sale in the recreation ground car park on the 26th of April 2025.

viii. *Co-option Policy*

All in favour.

RESOLVED: To adopt the Co-option Policy.

24-104 To receive Financial Reports.

i. *Responsible Financial Officer's Report*

The Responsible Financial Officer's report was noted.

ii. *Cheque for Community Hub Expenses*

It was noted that, following email agreement from the council, the Clerk was the second signatory on a cheque of £50 for the Community Hub Expenses, due to the councillor second signatory being on holiday.

iii. *Budget*

The council and its committees are aware that their budget requirements for 2025/26 must be received by the RFO by 30th October 2024.

iv. *Employer Discretions Policy*

All in favour

RESOLVED: To adopt the Employer Discretions Policy for pensions.

v. *External Audit Review*

The external auditors review of the Annual Governance and Accountability Return for year ending 31st March 2024 was received

vi. *Financial Statement*

All in favour.

RESOLVED: To receive and agree the Financial Statement of payments and receipts, Reserve Balances and Bank Reconciliation and to sign the Bank Reconciliation.

vii. *September Payments.*

All in favour.

RESOLVED: To agree and sign the Accounts for payment in September.

24-105 Exchange of Information

Cllr Truscott said that he had been at the recreation ground when the grass was being cut and felt that the use of strimmers and a small tractor was not Cllr Edwards asked about the grant for traffic calming that the Clerk had mentioned.

Date: 28th of October 2024

Signed:

Cllr Stewart asked about the Road Warden Scheme. Cllr Kenny and the Clerk explained that it was being progressed with Devon County Council
Cllr Walrond asked about the Discovering Wembury Booklet and progress with reviewing it. The footpaths are currently being walked and checked to ensure that all are contained within the booklet and any changes noted.
Cllr Kenny spoke about the Emergency Plan and he and Cllr Stansell will review and amend it.

24-106 Close of Meeting

The meeting was closed at 21:37

Anne Towill

Clerk to the Council

ANNEX A to Wembury Parish Council Agenda – 30th of September 2024

Devon County Council Report- Cllr Hart

Have very little to report. Unfortunately, there has been another issue with the water main in the narrows between Down Thomas and Staddiscombe. Have asked if SWW have increased the pressure in the pipe. Have also suggested that any replacement pipe system be put into the fields if possible. What we do not know is the state of the existing pipework.

Annex B to Wembury Parish Council Agenda – 30th of September 2024

South Hams District Council Report – Alison Nix

- The public consultation on the local cycling and walking infrastructure plan is now live. Residents are being asked to tell SHDC about cycling, wheeling and walking opportunities across the district.
The consultation will run until 11th October. There will be in person consultation events at the following venues:
Tuesday 1st October
10am to 1pm Totnes Civic Hall
2pm to 5pm – Ivybridge Watermark Centre, Beeson Suite.
The online consultation is at:
<https://activetravelshwd.commonplace.is/>
- The copper phone network is being switched off and replaced with digital technology. The phone network is owned by BT and will be retired by January 2027. Other companies with their own networks such as Virgin Media plan to follow a similar timescale.
Over the coming months BT is targeting the SW region to help people switch over to digital phones. For many this will not be an issue but it could cause anxiety for people with poor mobile signal and poor broadband.
BT are running a series of public drop in events this year which are listed on their website. The local drop in events will be:
Plymouth 24th September 10am to 2pm Central Library, Amada way, Plymouth
Kingsbridge 30th October 10am to 1pm Library, Ilbert Road, Kingsbridge
Ivybridge 19th November 10am to 1pm Ivybridge Library. Erme Court, Leonards Way, Ivybridge.
Please share this information about the events with residents and for further information at <https://www.bt.com/broadband/digital-voice>
- Devon County Council are offering Groundwork: Grassroots Grants.
Apply by 30th September - today
Small local organisations that are making a positive difference in their communities can apply for between £500-£2,000 in unrestricted funding. The grants are flexible and can therefore be used where they are most needed, including for core organisational costs.

The aim is to support groups that provide vital services in their local community such as access to food or basic essentials, improvements to green spaces, support or wellbeing activities .

Priority will be given to organisations with an income below £50,000 working in supporting communities classed as vulnerable.

<https://www.groundwork.org.uk/grassroots-grants/>

- Nearly 40 per cent of pensioners who are entitled to Pension Credit because of their low incomes, aren't claiming it and are missing out on vital support. The Government is encouraging pensioners to check if they qualify for pension credit and if so, to apply for it in order to receive the winter fuel payment . You will need to apply by 21st December to get it through, as that's the final date for making a backdated claim for pension credit.

You can apply online, over the phone, by post. To find out if eligible visit the government website <https://www.gov.uk/pension-credit>

We brought a motion at full council last week

We note that gas and electricity prices are about to rise by 10% in England from October. Approx. 10 million pensioners will no longer receive Winter Fuel payments to help with their bills as we approach the coldest time of the year.

The proposed cut will affect hundreds of South Hams pensioners who desperately need this support to survive the winter months.

Rural pensioners often live in older less energy efficient housing with over 70% of rural homes built before 1980. These homes are typically harder and more expensive to heat. Excess winter deaths remain a serious concern with over 30,000 deaths recorded each year. Public health England reports 1.5% increase in winter deaths for every degree drop below 18oC.

This council condemns the proposal to remove the winter fuel payment from pensioners who do not claim Pension Credit or are on other benefits, recognising the impact this will have on our most vulnerable residents, particularly those in rural communities.

We are asking that the Council commits to write to the Secretary of State for Housing, Communities and Local Government to investigate alternative ways of alleviating fuel poverty for those South Hams pensioners so affected.

- SHDC have approved new policies for enforcement of fly tipping, littering and dog fouling, obviously the perpetrators need to be caught. The street cleansing team have acknowledged that they are running behind and are working to make up the backlog and improve going forward.
- The Liberal Democrat council has agreed to increase car parking charges and is encouraging the use of public transport, we have opposed this. Living in a rural community there just isn't the public transport available. We prefer the council improve the availability of public transport for residents.
- South Hams District Council has a YouTube channel which has some very good informative videos. One being How to get the most from your recycling containers

- With our new MP Rebecca Smith, we have sent a letter to SWW regarding the continued issues we have within this Parish. Rebecca has promised to raise these at a face-to-face meeting she has with them soon.
- With regards to the 2 recent closures of Bovisand Lane, I have been in contact with DCC and the MP regarding this, suggesting a better diversion, upgrades to the old pipes and other concerns raised by residents. DCC will be looking into this further and we will hopefully see a different approach if emergency works to be completed again.
- Home energy efficiency upgrades
As part of our work to improve the energy efficiency of homes and fight climate change, we are working with partners South Dartmoor Community Energy to help future-proof some of the most poorly performing energy rated properties in the South Hams. Residents could save on their energy use and bills with a free energy efficiency upgrade to their property if they:
Own their home
Have heating that isn't main's gas
Have an energy EPC rating of D, E, F, G
Have a total household income of less than £36,000 per year
Please encourage your eligible residents to find out more and apply at southhams.gov.uk/hug2
- The 'Let's Talk' team from [South Devon and Dartmoor Community Safety Partnership](#) is developing sessions specifically for dads and male carers. 'Let's Talk' provides online support and advice to parents of young people aged from 7 to 18 years. It is now looking to provide specialist support for dads and male carers in the coming months.
To help design the best support, dads and male carers can take part in an online survey to help understand their views and how they can best provide support and advice.
Please encourage your residents to take part in their [online survey](#).

Annex C to Wembury Parish Council Agenda – 30th of September 2024

Planning Applications

Ratified

Nine in favour, one abstention.

i. 2165/24/FUL

Proposal: Extension & alterations together with change of use from a guesthouse to a dwelling

Site Address: Heybrook Guest House, Beach Road, Heybrook Bay, PL9 0BS

Comment: Objection due to lack of clarity around external materials on the drawings, elevations being overlooking, the large amount of glazing in an undeveloped coast area and the loss of natural light to neighbours. PV solar panels and ecological enhancements also need to be shown on the drawings.

ii. 2342/24/HHO

Proposal: Householder application for proposed front porch & utility extension, side & rear first floor extension over existing ground floor

Site Address: 27 Mewstone Avenue Wembury PL9 0JU

Comment: No objection

Applications received

iii. 2250/24/HHO

Proposal: Householder application for enlarged roof dormer and other associated roof alterations.

Site Address: 5 Crossways Wembury PL9 0EY.

Eight in favour, two abstentions.

Comment: No objection subject to ecological mitigations being shown on elevations

iv. 2534/24/HHO

Proposal: Householder application for erection of rear & two side extensions

Site Address: 32 Hawthorn Drive, Wembury. PL9 0BE

Seven in favour, three abstentions.

Comment: No objection subject to ecological mitigations being shown on elevations

v. 2297/24/HHO

Proposal: Householder application for proposed two storey rear (Northwest) extension with first floor balcony, installation of new flue & external alterations to include new decking, steps with glass balustrade systems

Site Address: 39 Hawthorn Park Road Wembury PL9 0DA

Withdrawn prior to the meeting so not discussed.

Date: 28th of October 2024

Signed:

Annex D to Wembury Parish Council Agenda – 30th of September 2024

Clerk Report

Wembury Recreation Ground

- Playpark- Repairs to items identified in the Allianz report have been completed.
- Two elms on the border with Ryeland Close, which are believed to have contracted Dutch Elm disease to be felled.
- The National Trust was contacted again re planting hedgerow trees on the boundary between the recreation ground and the farmland/allotments. They will do the planting.
- Grass cutting contractors were updated as to the request to cut the whole of the recreation ground grass.
- The youth shelter has received its second coat of paint.
- JFGS was asked to repair the roundabout, zip wire and replace play park gates as soon as possible.
- FOWRG session in September was undertaken. Three volunteers plus myself attended and a large amount of weeding was undertaken in the beds nearest the playpark, tennis court and MUGA.
- What's Happening? poster created and put up for Wembury Recreation Ground works.
- Replacement skate ramp sign requested.
- Vehicles parking overnight or longer and without permission were dealt with.
- Benches in the play park were repainted.
- Roundabout has had three drainage holes installed and a protective paint will be applied to the mechanism soon.
- Movement of bin to Barton Brake entrance has been chased.

Community Hub

- Cyber security talk from Devon and Cornwall Police held.
- Evaluation report completed and circulated.
- Additional speakers etc being researched and requested.

Highways

- Nick Colton from Devon County Council Highways was contacted regarding the request to install double yellow lines on Manor Bourne Road junction with Renney Road.
- Community Road Warden scheme instigated – awaiting a response.

Other

- JFGS moved the cabinet previously stored in Wembury Village Hall to the Clerk's home and Down Thomas Village Hall are looking in to whether they can store it longer term.

Date: 28th of October 2024

Signed:

- Updated website with amended policies.
- Declaration of Interests spreadsheet updated and sent to South Hams District Council.
- Scheduling spreadsheet for reviews, updates, backups and checks created.
- Sorted contact forms on website.
- 1000 emails deleted or filed.
- Policy spreadsheet created.
- Updated Defibrillator location poster.
- A large amount of paperwork that was no longer needed was safely destroyed.
- Coombe Dean, Plymstock and Ivybridge schools contacted regarding anti-social behaviour by young people in the recreation ground to see how they and we could help.
- Created spreadsheet of committee members and list of representatives to outside organisations.
- Email to Harbour Master re beach phone sent – will not take responsibility for the emergency phone. Currently maintain the line only.
- Ensured Mewstone living roof bus shelter was added to the bus routes.
- Agenda item request form created.
- Physical files sorted through and organised/filed/destroyed.
- Online Neighbourhood Plan survey released.
- Equipment spreadsheet created for Clerk and RFO
- Requested our IT provider to provide secondary backup of digital data via their IT systems to negate the need for an external hard drive and associated risk of human error. Cost £2.50 a month.
- Sorted through and organised online filing.
- Attended SLCC virtual meeting.

Date: 28th of October 2024

Signed:

Appendix E to Wembury Parish Council Agenda – 29th of July 2024

Finance

WEMBURY PARISH COUNCIL

Transactions 17-5-2024 - 20-07-2024

Date			Net	VAT	Gross
18/06/2024	Payment - Community Hub Expenses	Wembury Stores	-50.00		-50.00
21/06/2024	Receipt - Compensation	Wembury Parish Council	75.00		75.00
28/06/2024	Payment - Email, Office 365 and VOIP	HelloComtec	-56.30	-11.26	-67.56
28/06/2024	Payment - Website hosting etc	HelloComtec	-401.25	-80.25	-481.50
28/06/2024	Payment - Room Hire	Wembury Village Hall	-75.00		-75.00
28/06/2024	Payment – Staff Salary and Office Allowance	Various	-1777.93		-1,129.54
28/06/2024	Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-3.40	-0.68	-4.08
28/06/2024	Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-79.73	-15.95	-95.68
28/06/2024	Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-432.18	-86.44	-518.62
05/07/2024	Payment - Donation	FROWS	-20.00		-20.00
10/07/2024	Receipt - Interest	Wembury Parish Council	4.22		4.22
15/07/2024	Payment - Email, Office 365 and VOIP	HelloComtec	-56.30	-11.26	-67.56
17/07/2024	Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-48.90	-2.44	-51.34
			-2,921.77	-208.28	-3,130.05

Date: 28th of October 2024

Signed:

Wembury Parish Council

Prepared by: _____

Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____

Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 20/09/2024		
	Cash in Hand 01/04/2024		105,655.73
	ADD Receipts 01/04/2024 - 20/09/2024		41,823.04
			147,478.77
	SUBTRACT Payments 01/04/2024 - 20/09/2024		24,597.69
	Cash in Hand 20/09/2024 (per Cash Book)		122,881.08
B	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 20/09/2024	4,094.80	
	General savings (Bus Bank Instant 20/09/2024	114,536.08	
	Current (Treasurers) Account 0157 20/09/2024	4,250.20	
			122,881.08
	Less unrepresented payments		
			122,881.08
	Plus unrepresented receipts		
	Adjusted Bank Balance		122,881.08
	A = B Checks out OK		

Wembury Parish Council
Reserves Balance up to 20th Sep 2024
2024-2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Public Asset Maintenance Rese	4,662.63				4,662.63
Legal Costs Reserve	3,000.00				3,000.00
Reprint of Discovering Wembury	4,000.00				4,000.00
Elections Reserve	5,000.00				5,000.00
s.106 Funds	45,946.74				45,946.74
Bus shelter s.106 money					0.00
Total Earmarked	62,609.37				62,609.37
TOTAL RESERVE	62,609.37				62,609.37
GENERAL FUND					60,271.71
TOTAL FUNDS					122,881.08