



**Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall
on the 28th of October 2024.**

Location: Down Thomas Village Hall

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

Clerk: Anne Towill

Members of the Public: 10

24-107 Opening of the Meeting

The Chair opened the meeting at 19:30

24-108 Apologies

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

RESOLVED: To accept and agree the apologies of Cllr Edwards and Cllr Kenny.

24-109 Absent

None

24-110 To suspend the business of the Council to allow speaker presentations.

- i. South Hams District Council Report – See Annex A
There was further discussion around the situation of where the waste water from Fort Bovisand will go and the impact that will have on the Pumping Station at Wembury. There is currently testing being done by South West Water every day at Bovisand, but it was felt that Wembury beach would be more indicative of any issues.
- ii. Devon County Council Report – See Annex B.
- iii. National Trust – See Annex C
- iv. Member of the Public – a member of the public said that the Environment Agency test the river at the Yealm twice a year but a university lecturer tests the Yealm too and it might be worth getting in contact with them.
- v. Member of the Public – spoke about the planning application by the National Trust for the multi user trail. Whilst supportive of the idea, they were concerned about whether that was indicative of bigger plans for the main farm which would be detrimental to the village. Jess Tatton-Brown of the National Trust said that the National Trust had been through the pre app stage with planning for the main farm buildings and they will consult with residents once the details of the plan have been established.

Date: 25/11/2024

Signed:

24-111 To confirm the minutes of the Parish Council meeting held on the 30th September 2024

One abstention, eight in favour.

RESOLVED: To accept the minutes of the Parish Council meeting held on the 30th of September 2024 to be an accurate record.

24-112 To consider current planning matters and to receive monthly planning applications.

- i. Planning applications- See Annex A

24-113 Committees and Working Groups

i. Wembury Recreation Ground

- a. General Update, Cllr Cox.

The committee have not met during the month. However, several committee members have been briefed on the recreation ground routine inspections and will carry out regular checks. We still await delivery of the new play park gate and as soon as this is received the installation will take place. Dilapidations to tennis court fencing are being repaired and the new zip wire leg will be installed in the next few weeks. The next meeting will take place on the 20th of January 2025.

- b. Dogs in the Recreation Ground.

Following a discussion around possible ways to mitigate the risk of out-of-control dogs, it was decided that more signage and publicity would be undertaken and a register of near misses be held to assess the frequency of the events.

- c. The terms and conditions for Plymouth Eco Football Team using the recreation ground for matches were noted.

- d. Cllr Stewart asked if a small piece of fence could be installed between the tennis court fence and the play park fence park side, to prevent children from squeezing between the two and escaping in to the main park without being seen. The Clerk will investigate costs to do so for council to decide on.

ii. Neighbourhood Plan

- a. Update, Cllr Cox.

The Neighbourhood Plan community survey closed on the 30th of September with 92 responses. The committee met with representatives from South Hams District Council on the 21st of October and received advice on ways in which the plan could be progressed. This included considerations of design, local residency clauses, affordable and open market housing, site allocation ideas and the latest updates on progress towards the new NPPF and joint local plan revisions that may follow. The committee were also advised on the formal steps that would follow submission of the draft plan for examination. The committee recommend that the Responsible Financial Officer be asked to establish if any additional grant funding would be available (in light of previous funding being received). The next meeting will take place on the 2nd of December when they will attempt to finalise policy heading and review results of the NP survey which closed at the end of September.

ii. **Pavilion Creation Working Group**

a. Update, Cllr Walrond.

The quotes for the quantity surveyor work have been received and are to be decided upon. The consultations and surveys show that the pavilion is widely supported. There was a discussion around the idea of including a community pool in the pavilion, but this would need to be looked at more extensively before being brought to council.

b. Quantity Surveyor Recommendation

All in favour

RESOLVED: To resolve that Ravenslade be appointed to provide estimates for the construction of the pavilion at a cost of up to £1500.

c. Allocation of S.106 reserve.

All in favour

RESOLVED: To ring fence £10,000 of the s.106 reserve to get the pavilion project to the planning application submission stage.

iv. **Highways**

Cllr Edwards was unable to attend and so there was no Highways report.

24-114 Other Matters

i. **Clerk Report**

The Clerk's report was noted – See Annex E.

ii. **Biodiversity**

The current environmental and biodiversity policies will be circulated again. Cllr Gibbard will review what is currently being done and suggest some changes for council to consider.

24-115 To receive Financial Reports.

i. **Responsible Financial Officer's Report**

The RFO's report was noted.

ii. **Internal Auditor**

All in favour.

RESOLVED: To contract Bridget Knight to carry out the Internal Audit for this Council at £200 per annum for three years, commencing with year 1/4/2024-30/3/2025.

iii. **Bus Shelter Cleaning**

No quotes have been received in time for the meeting, so this item will be postponed.

iv. **Website**

All in favour

RESOLVED: To instruct HelloComtec to update the website to ensure legal compliance, and for the Clerk to check if they are able to improve the website to the levels requested by the councillors from the remaining money in the quote. If so, to instruct them to make the improvements.

v. **Bus Shelter Removal**

All in favour

RESOLVED: The previous removal of the unsafe bus shelter at Southland Park by JFGS at a cost of £545.82 was agreed

vi. **Bus Shelter Installation**

All in favour

RESOLVED: To award the contract for the bus shelter installation to Euroshell, but ask the Responsible Financial Officer to check first if it would be cheaper to get our contractor to install the living roof element if he is able. If so to split the work accordingly.

vii. Grant Application

All in favour

RESOLVED: To award a grant of £1000 to Parklife CIC.

viii. Tree Removal

All in favour

RESOLVED: To award the contract for the removal of trees on the Recreation Ground boundary, with the cost to be shared with the neighbouring homeowner, to Charles Wilson.

ix. Financial Statement

See Annex F

All in favour

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

x. October Payments.

All in favour

RESOLVED: To agree and sign the Accounts for payment October 2024

24-116 Exchange of Information

None

24-117 Close of Meeting

The meeting was closed at 21:31



Anne Towill
Clerk to the Council

ANNEX A to Wembury Parish Council Minutes– 28th of October 2024
Report from Cllr Nix and Cllr Carson of South Hams District Council

South West Water Update

- A rising main has been installed behind the caravan park in Down Thomas. This is part of the new sewage pipe that has to be installed that was part of the planning for the Fort Bovisand development. I have now got a contact within SWW development team who will update going forward. The next section will be near Bovisand Lodge and should be finished late Spring 2025
- We are still working with the MP Rebecca Smith who is supporting us to push SWW to make upgrades, complete substantial updates and curb the environmental impact that is being caused in our Parish.
- I put a question to a panel of senior SWW executives last week at the SHDC Overview and Scrutiny Committee meeting. They took them away to be reviewed within 2 weeks – I will update through the Clerk

Wembury Beach pumping station, off Wembury Beach Road

SWW regularly pump waste from the pumping station in Wembury. I am further informed that it has been observed that the station was live for 48 hours over the last weekend (7/8 Sept). The pumping activity creates a traffic flow issue in the beach area of Wembury when the large tankers are moving around the narrow single track roads and would be keen to understand the frequencies of pumping activity from this location (pumping schedule), and if you are pumping more sewage than normal.

New housing development at Bovisand Fort and pressure on existing network.

Residents in the area are reporting strong sewage odours and are concerned about the pressure that will be caused by the addition of more sewage from the new development. This includes local farmers concerns about sewerage in their fields. It is understood that the pipework feeds into the SWW station at Wembury. Your comments on capacity and plans to manage this additional load and mitigate odours would be appreciated.

Pipe leakage and repair arrangements

It is understood that there are regular water leaks from old pipes along Renney Road and on the main road between Staddiscombe and Wembury Point. SWW have agreements with Devon County Council regarding traffic flow during the repair work of these leakages, however directing local traffic down single track roads, including buses and lorries, has, I am told, caused RTAs and raised concerns about access for emergency vehicles. This is a regular and live issue as the pipework is very old and that SWW's protocol is to replace the faulty sections only.

Local councillors have expressed concerns about network resilience and the disruption to local traffic and they would welcome improved signage of diversions and enhanced communication. as I am sure you can appreciate the rural nature of the area features plenty of narrow lanes, single track roads etc.

An update on the pathway from the Knighton development

This pathway between the development and the primary school is back on course thanks to work going on between the NT and SHDC. This is good news and will hopefully provide a safe multi used off road path through the village.

Dog waste bins in Wembury

We are working with the PC to move the dog waste bins in the Recreation Ground, and this will hopefully be completed in the near future. We are also waiting for a suitable position to be identified for moving one of the bins from Cliff Road down to the main road to the beach.

Meeting with National Trust

I met with Jess and her colleague from the National Trust this month. Jess gave me an update on what was happening over the next few months and which other agencies and groups were supporting them and being supported. It was great to hear of the excitement surrounding the projects and the access it will give to land around Wembury. There will be a couple of planning apps coming forward so watch this space. The NT are doing a lot of work within the community and includes a wide variety of schools, colleges and groups.

An update on the improvements made to the waste issues at the beach was discussed and we will all monitor this going forward.

Pension credit

Following on from the information in last week's bulletin about pension credit, we thought you might like to know that we're holding two pension credit awareness events for residents.

The first is at **Totnes Library on 29 October from 10 a.m. to 1 p.m.**

The second is at **Kingsbridge Library on 20 November, also from 10 a.m. to 1 p.m.**

Anyone over State Pension age may be eligible to claim Pension Credit, even if they own their home or have savings.

People can check their eligibility at [gov.uk/pension-credit](https://www.gov.uk/pension-credit) or by calling **0800 99 1234**



Sherford's country park quadruples with massive expansion

A huge new section of Sherford's Country Park has been created and is now open to the public. This extensive green space now covers over 92 acres of land and more than quadruples the size of Sherford's previous Country Park. With a stream running through it, plenty of fascinating features, and breathtaking views over the valley, the new park is a stunning slice of South Hams countryside that is free to visit and open to all.

This latest chapter of Sherford's growth unlocks almost 73 acres of new land, which is a significant boost to the 19 acres that previously formed the Country Park, taking the space to a scale equivalent to 57 football pitches. Work has taken place behind the scenes to make the park easy to access and a joy to visit, this includes an

accessible new entrance, over 2 kilometres of new paths, ponds, wildflower meadows, woodlands and more.

The Country Park will eventually span more than 500 acres and integrate into the town via wide planted corridors that sweep into the development. This is all part of the grand green vision for Sherford.

Enhancing the local landscape

A celebration of the local landscape, the Country Park expansion makes the most of the distinctive natural features. In the stream valley, there are ponds and watercourses, full of aquatic plants including water lilies, which provide a rich habitat for wildlife such as fish and birds.

Ecology and biodiversity remain at the heart of Sherford's green space, with the creation of new areas for flora and fauna to flourish. Maintaining and providing new opportunities to safeguard and encourage Sherford's varied creatures – which include a variety of insects, bats, reptiles, badgers, owls, otters and birds. A bat barn will also be built in the area.

Native woodland and new trees, orchards and pastures, species-rich hedge banks, wildflower meadows and Bluebell fields, sit alongside raised bee banks, wetlands and grasslands. They all offer an amazing array of landscapes to meander through and form a truly biodiverse environment. They also benefit the planet by helping to capture carbon.

Easy to access and enjoy

With the Country Park's perimeter now extending over 4 kilometres, there are plenty of places to explore. There are 2.2 kilometres of footpaths and cycle paths with solid surfaces, all leading from a new accessible entrance – suitable for wheelchairs, mobility scooters, pushchairs and bicycles – enabling easy access for all to the open countryside.

There are now several ways to enter the Country Park, with multiple routes available along its length. Entry to the new area of park is available via the new accessible entrance at the junction of Orion Drive and Pigeon Lane; by crossing the existing footpath from Gemini Road (by the Country Park car park); or there is access on foot or bicycle by the public right of way by West Sherford Farm. The new cycle paths will also connect to the National Cycle Network.

Sherford green vision

The aim for Sherford is to create spaces that connect people with nature; this is central to the town's design. The Country Park expansion provides an amazing area for the public to benefit from – but it is still less than 20% of its eventual size.

This will give access to a wonderful space to enjoy the physical and mental benefits of the beautiful South Hams countryside, but we will also see new wildlife, flora and fauna flourish within this open space. Find out more about Sherford

at www.sherford.uk

Available Funding

Grassroots community-led organisations can apply for flexible grants of up to £5,000 to help support the delivery of services and activities that benefit their local

communities. The Comic Relief Community Fund is for organisations with an income of less than £250,000 that are providing services to do the following:

- Tackling immediate impacts of hardship
- Building resilience to poverty and hardship
- Working to support equity and inclusion
- Working to support climate justice

The funding can be used for direct project costs or to support your core running expenses, including staff wages, materials, rent or training.

Applications are accepted from voluntary or community organisations including registered charities and not-for-profit companies. It is anticipated that around 140 grants will be offered.

Deadline - 8th Nov 2024

<https://www.devon.gov.uk/fundingnews/fund/dcf-large-grants/>

Not-for-profit organisations in Devon can apply for a grant of between £5,000 and £35,000 from Devon Community Foundation. You are invited to submit an expression of interest if your organisation is doing charitable work in one of the following categories:

- Organisations working in partnership in their local area to address food insecurity
- Organisations led by and/or providing direct services to: people with disabilities and/or suffering long term ill health, black and minoritised ethnic communities, traveller communities, people who are experiencing homelessness/are insecurely housed
- Organisations delivering mental health support particularly for men of all ages, and/or young people
- Organisations supporting young people in Tiverton to achieve their potential

Applications are accepted from organisations with an income in the last financial year under £1m, this includes registered charities, CICs and unincorporated organisations as well as schools and public bodies that are not duplicating statutory provision.

Deadline – Nov 7th 2024

ANNEX B to Wembury Parish Council Minutes– 28th of October 2024 **Report from Cllr Hart of Devon County Council**

The school bus service taking pupils to Coombe Dean has been below par and the company have been instructed to make improvements. The service will be monitored.

There has been a request made to install line markings outside the bus shelter on Mewstone Avenue near Brownhill Lane to prevent vehicles parking there and blocking sight of the bus.

South Hams District Council and Devon County Council are in discussions about an increase in council tax for holiday homes of which there are 208 in Wembury Parish.

The revenue raised will probably be used to pay for children and vulnerable adults' services, affordable homes and young people in care between 18 and 25.
The Plymouth to Brixton Road will be repaired before the end of the financial year and will cost £2 million to do.

The Freeport is coming online with 2 of the 3 ports in Devon and the third in Plymouth. Some money generated from this will be allocated to the Language roads.

ANNEX C to Wembury Parish Council Minutes– 28th of October 2024
Report from Jess Tatton-Brown of the National Trust

Planning has been submitted for a multiuser path at Knighton.

Created a stoned 1.5m wide 1185m long circular route majority of which is along existing farm tracks and permissive paths. 233m would be new paths across fields.

This winter we are planting 8 copses of trees going into the 2 fields behind the Almshouses

Through all of the pasture and wood pasture fields, the footpath and all permissive paths will be fenced to prevent people walking across the whole farm and prevent interactions between cattle and dogs.

38 university students planted a load of new whips in our shared boundary with the recreation ground.

ANNEX D to Wembury Parish Council Minutes– 28th of October 2024
Planning Applications

a. 2666/24/FUL

Proposal: Creation of a multiuser trail

Site Address: Land At Sx 534 496, Wembury

Eight in favour, one abstention.

Comment: No objection

b. 3196/24/HHO

Proposal: Householder application for removal of rear conservatory and side garage. Construction of two storey side extension and single storey rear extension

Site Address: 34 Mewstone Avenue, Wembury. PL9 0JZ

Seven in favour, two abstentions.

Comment: No objection

Date: 25/11/2024

Signed:

c. 3293/24/VAR

Proposal: Application for variation of condition 2 (approved plans) of planning consent 1738/23/FUL

Site Address: 56 Cedar Park Bovisand PL9 0AE

All in favour.

Comment: No Comment

ANNEX E to Wembury Parish Council Minutes– 28th of October 2024

Clerk's Report

Wembury Recreation Ground

- Dead elms on recreation ground- spoken to neighbour and agreed to split the cost.
- Created Terms and Conditions document for the use of the recreation ground by the football team.
- Meeting held with Keith Rennells of Parklife regarding work being undertaken in the recreation ground by Parklife and future projects/guidance they can help with. They will take on the rough area near the main access gate to create a wildlife area with wildflowers, trees and bird/bat/insect boxes if possible.
- Received signed terms and conditions document from Plymouth Eco football. Awaiting dates and documentation.
- Chased again the movement of the waste bin to the Barton Brake entrance. No response.

Neighbourhood Plan

- Meeting held with consultant to establish next stages.
- Neighbourhood Plan online survey was closed, and results circulated to the committee.

Highways

- Community Road Warden progressing.
- Created near miss record and advertised it.
- Polled horse riders for worst areas for issues with vehicle drivers and had conversation with Highways Officer as to ways to address them.
- Contacted the new Temporary Sector Inspector re ASBO, vulnerable road users and speeding in the parish.
- Conversation with Devon County Council officer regarding location of Mewstone living roof bus shelter on map. Map used by bus companies has been amended.

Pavilion

- Clerked Pavilion meeting.

Other

- Attended a day of free training with Scribe.
- Delivered training to other Clerks and Councillors on the use of ChatGPT at Scribefest.

Date: 25/11/2024

Signed:

- Investigated apprenticeship scheme but previous financial help is no longer available as it was. The cost would be prohibitive.
- Attended a day of training and the DALC AGM where votes were submitted.
- FROWs informed of car boot sale approval.
- Co-option policy uploaded to website.
- Licence application comment submitted.
- Submitted a comment to the Wembury Review on behalf of the council, regarding vulnerable road users and what the council is doing to help.
- Contacted MP Rebecca Smith re topics of concern from councillors.
- Contacted Cllr Hart re problems with Coombe Dean school bus being regularly very late due to recurrent break downs.
- Communication with Cllr Oram re community concerns to organise a date to meet.

Date: 25/11/2024

Signed:

ANNEX F to Wembury Parish Council Minutes– 28th of October 2024

Financial Documents

Payment and receipts 23.9-9.10 2024				
	Supplier	Net	VAT	Total
Receipt - Precept	Wembury Parish Council	£34,200.00		£34,200.00
Receipt - Donation	Wembury Parish Council	£ 652.33		£ 652.33
Payment - Audit - external	PKF Littlejohn	-£ 315.00	-£ 63.00	-£ 378.00
Payment - expenses	Lucy Bruckner RFO	-£ 4.95		-£ 4.95
Payment - Salary and Office Allowance	Two staff	-£ 1,725.63		-£ 1,725.63
Payment - refund RFO for 20's plenty stickers	Lucy Bruckner RFO	-£ 60.00		-£ 60.00
Payment - LGPS contributions (pension, employer and employees)	Devon County Council	-£ 402.35		-£ 402.35
Payment - Stationery/Office Equipment	Viking	-£ 59.76	-£ 11.95	-£ 71.71
Payment - Room Hire	DT Village Hall	-£ 18.00		-£ 18.00
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 507.96	-£101.59	-£ 609.55
Payment - Community Hub Room Hire	Wembury Village Hall	-£ 60.00		-£ 60.00
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 332.00	-£ 66.40	-£ 398.40
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 24.10	-£ 4.82	-£ 28.92
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 12.08	-£ 2.42	-£ 14.50
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 24.76	-£ 4.95	-£ 29.71
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 12.82	-£ 2.56	-£ 15.38
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 934.68	-£186.94	-£ 1,121.62
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 28.04	-£ 5.61	-£ 33.65
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 235.28	-£ 47.05	-£ 282.33
Payment - Playground inspection	South Hams District Council	-£ 235.00	-£ 47.00	-£ 282.00
		£29,859.92	-£544.29	£29,315.63

Date: 25/11/2024

Signed:
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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 03/10/2024		
	Cash in Hand 01/04/2024		105,655.73
	ADD Receipts 01/04/2024 - 03/10/2024		76,675.37
	SUBTRACT Payments 01/04/2024 - 03/10/2024		182,331.10
	Cash in Hand 03/10/2024 (per Cash Book)		30,134.39
B			152,196.71
	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 03/10/2024	4,094.80	
	General savings (Bus Bank Instant 03/10/2024	144,536.08	
B	Current (Treasurers) Account 0157 03/10/2024	3,565.83	
			152,196.71
	Less unrepresented payments		
			152,196.71
	Plus unrepresented receipts		
B	Adjusted Bank Balance		152,196.71
	A = B Checks out OK		

Wembury Parish Council
Reserves Balance
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					89,587.34
TOTAL FUNDS					152,196.71