



**Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall
on the 24th of February 2025.**

Location: Wembury 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: 12

25-13 Opening of the Meeting

The meeting was opened at 19:31

25-14 Apologies

Apologies were received from Cllr Edwards and Cllr Kenny were accepted by the council.

25-15 Absent

None

25-16 Declarations of Interests & Dispensation Requests

None

25-17 To suspend the business of the Council to allow speaker presentations.

The meeting was suspended at 19:32

- i. Devon County Council Report – See Annex A.
- ii. South Hams District Council Report – See Annex B.
- iii. National Trust – Jess Tatton-Brown- See Annex C
- iv. Member of the Public- clarity was sought over the existence of a neighbourhood plan and a Facebook page on the subject. Cllr Cox explained the current situation and encouraged them to come to the next Neighbourhood Plan Committee meeting.
- v. Member of the Public – spoke about the planning application for Little Coastguards Cottage and addressed the concerns in a comment from Newton and Noss Parish Council.

The meeting was resumed at 20:02

25-18 To confirm the minutes of the Parish Council meeting held on 27th of January 2025

One abstention, eight in favour.

RESOLVED: To confirm the minutes of the Parish Council meeting held on the 27th of January 2025

25-19 To consider current planning matters and to receive monthly planning applications.

- i. *Planning applications-* See Annex D

RESOLVED: To submit the comments as per Annex D.

25-20 Committees and Working Groups

i. Wembury Recreation Ground

Cllr Cox reported that there has been general maintenance completed in the recreation ground and the last of the memorial benches installed. The next recreation ground meeting will be the 27th of March. The Clerk explained that one of the play park gates has been replaced in the last couple of days, and Parklife has done a lot of work under the tree and shrub planting on the edges of the park.

ii. Neighbourhood Plan

Cllr Cox reported that several residents of Wembury parish came along to the last meeting which had been positive. Work was done on the first stages of creating policies, and small groups will meet to consider certain ones to bring back to the committee for further discussion. The next meeting will be on the 17th of March at 7pm at the Knighton Room and residents are welcome to attend.

iii. Pavilion Creation Working Group

a. General Update

Cllr Walrond reported that draft costings had been done, but further clarity and adjustments needed to be made before the costs could be brought to council.

b. Quantity Surveyor Costings.

This was postponed until the revised costings have been received.

iv. Highways

a. General Update

Cllr Edwards was not in attendance, so no update was delivered.

b. Extending the 30mph limit zone

All in favour.

RESOLVED: To ask Devon County Council Highways to extend the 30mph limit to the Ridge Cross junction.

c. Double yellow lines at the Odd Wheel junction.

One abstention, eight in favour.

RESOLVED: To ask Highways to consider putting in double yellow lines from the entrance to the Odd Wheel round to the back of the Odd Wheel on Knighton Road, on both side of the junction.

d. Road Warden Scheme.

All in favour.

RESOLVED: To adopt the risk assessment, guidance and volunteer form for the Road Warden Scheme.

v. Environment Committee

All in favour.

RESOLVED: To set up an Environment Committee and an Environment Advisory Working Group.

One abstention, eight in favour.

RESOLVED To elect Cllr Gibbard to the Chair of both the committee and the working group.

vi. HR and Staffing Committee

a. Terms of Reference

All in favour.

RESOLVED: To adopt the amended HR and Staffing Committee Terms of Reference.

- b. Appointment of new Responsible Financial Officer.

Due to a delay in the recruitment process the recommendations of the HR and Staffing Committee were not ready, but the amended HR and Staffing Committee Terms of Reference will allow recruitment to be completed.

25-21 Other Matters.

- i. *Clerk Report*

The Clerk's report was noted.

- ii. *Summer Fair*

All in favour.

RESOLVED: To attend the school summer fair with a stall for Wembury Parish Council at a cost of £20. The Neighbourhood Plan, Pavilion and Environmental Group will be represented.

- iii. *Climate Change and Biodiversity (CCB)*

River Yealm Water Quality Working Group (RYWQG) - 28th January 2025
The Environment Agency (EA) has requested people report any suspected pollution events. Citizen Science results have been published and a new RYWQG website and Facebook page set up.

2 significant soil run-off events have occurred in Collaton West stream in January, despite the engineered solutions put in place by the developers at Collaton to attenuate the soil/silt run-off. The local resident affected has provided videos of the stream and has reported it to the EA. DC has requested that Newton and Noss Parish Council raise the issue with the developers again.

18/12/24 Cofflete Stream was running white, possibly originating from Sherford. Photos were taken and the incident reported to the EA. Incident no 2334650.

Cofflete Stream running exceptionally brown on 16/12/25. Photos were taken. No incident number received to date.

Water quality at 3 sites on Wembury Stream has been measured and will continue to be monitored – no pollution evidence recorded to date.

The Marine Centre is hosting a series of winter talks on various environmental subjects

Rob Price of the EA is not available until the March Wembury Parish Council meeting to discuss the Yellowfish campaign but will attend soon.

Meetings and events coming up:

Yealm estuary to Moor Steering Group – 25th January 2025

Future of Farming event – 4th March 2025

Life on The Edge meeting – 12th March 2025

Westcountry Rivers Trust water quality event – 14th March 2025

River Yealm Water Quality Working Group – 18th March 2025

- iv. *Long Term Plan*

It was decided that at each council meeting, one or two topics from the long-term plan drafted by the Clerk would be addressed.

25-22 To receive Financial Reports.

- i. *Responsible Financial Officer's Report*

The Responsible Financial Officer's report was noted.

- ii. *Quote for repair to fencing to side of the access gate.*

The quote had not been received in time for the meeting, so this was deferred.

iii. *Banking*

All in favour.

RESOLVED: The Clerk to sign the application form for Unity Trust Bank and to raise and sign a cheque for £500 payable to Wembury Parish Council to open the account.

iv. *Tennis court nets*

All in favour

RESOLVED: To purchase one net from Net World Sports for the better surfaced court and put the better of the two existing nets on the poorer surface court.

v. *Financial Statement*

All in favour.

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

vi. *February Payments.*

All in favour.

RESOLVED: To agree and sign the Accounts for payment February 2025.

25-23 Exchange of Information- No decisions may be made on items raised here.

Cllr Short said that there were grants available for high-speed internet and he will forward the email to the Clerk to circulate.

Cllr Nix said that there may be some more grant funding available in the future.

Cllr Stewart asked if it was possible to get nets for the MUGA hoops. The Clerk will look in to it.

25-24 Close of Meeting

The meeting was closed at 21:12



Anne Towill
Clerk to the Council

ANNEX A to Wembury Parish Council Minutes – 24th of February 2025
Devon County Council – Cllr Hart

Cllr Hart spoke about the budget which will increase by 4.99%. He explained that Devon County Council will still be at a loss as there is a reduction in what central government will be providing so cuts will have to happen. There will be a little more budget for Highways, but it won't go far due to Devon's extensive road network and the looked after children/special education budget will be increased due to need. Cllr Hart is trying to get some improvements to Wembury parish's road as he is aware of the issues.

Devolution is a big topic for Devon County Council currently and Cllr Hart is due to retire on the 1st of May 2025 so he will do what he can in that time. Boundaries will be reviewed, and the numbers are not enough unless Devon merges with Cornwall, which Cornwall do not want. Exeter also wants to stand alone. Plymouth may want to expand their boundaries, and it will be a complex situation.

Following Cllr Hart's report there was a discussion around needs for children and the associated costs.

ANNEX B to Wembury Parish Council Minutes – 24th of February 2025
South Hams District Council – Cllr Nix and Cllr Carson

Highways

Still working on potholes and irregular road surfaces. Still in discussion with DCC regarding diversion routes around the area.

Planning applications

Several ongoing applications which I am sure will be discussed further later this evening. Several residents concerned about the wall repair in DT, ongoing conversations are being held with residents. Further support being given to a number of residents who have ongoing planning concerns

Devolution

Ongoing consultation with councils taking place with initial suggestions being expected to be submitted in March 25. (Can give update if required)

South Hams Budget 25/26

Following Full Council last week, the Capital and Revenue Budget proposals have been agreed and the Council has agreed a balanced budget. The next step is on Thursday 20th February, when the Council Tax Setting Committee will consider a report that calculates and sets out the Council Tax for every Parish and each Council Tax Band, which will include the precepts from all the other organisations. More information can be found here:

<https://www.southhams.gov.uk/news/2025/careful-financial-management-keeps-us-resilient>

Changes to parking

Following the roll out of PayByPhone, we are advising customers using our car parks to only download the app directly through PayByPhone or through the official Android or Apple app stores.



There have been a few instances where residents have fallen victim to fraudulent PayByPhone accounts after using QR codes or downloading from unofficial websites.

Customers can download the PayByPhone app at:

- The App Store - <https://apple.co/49Tv3WF>
- On Google Play - <https://bit.ly/4gRErg1>

Important advice:

- PayByPhone does NOT use QR codes to download its app
- We do NOT use QR codes on any of our car park signs
- Please be alert and do not download information for PayByPhone where a QR code has been used.

Garden waste service

South Hams residents can sign up to or renew their subscription for our garden waste collection service.

Please help spread the word that the quickest and easiest way of doing this will be on our website www.southhams.gov.uk/gardenwaste.

- The fee is going up to £68 this year to cover costs
- Anyone who signs up between 3 February and 1 April 2025 will pay a discounted fee of £65
- There is a maximum of two subscriptions (which will cover two brown wheelie bins) per household.
- For current subscribers who renew before 1 April, there will be no changes to their service, and they can continue to use their brown bin with no interruptions.

ANNEX C to Wembury Parish Council Minutes – 24th of February 2025

National Trust – Jess Tatton- Brown

The cob planning application has been submitted regarding the seating area to be installed at the viewpoint. The Multiuser path is still open for consultation as the planning officer required several additional documents to be submitted.

Bridge ownership and maintenance plus drainage was raised. Richard Snow had a meeting with highways and agreed mutual actions to be taken away.

A dog poo bin at Wembury point to be installed in March.
Winter talk series: This Thursday talk by Professor Deborah greaves
19th March climate change in our rock pools by Coral Smith

ANNEX D to Wembury Parish Council Minutes

Planning Applications

- i. **0155/25/HHO**
Proposal: Householder application for extension, selective demolition & alterations to property, including raising roof height to create first floor accommodation, install roof lights & solar PV & associated works
Site Address: Newberry Heybrook Drive Heybrook Bay PL9 0BN
Five in favour, four abstentions.
Comment: No objection.

- ii. **0216/25/HHO**
Proposal: Householder application for refurbishment of existing Little Coastguards Cottage building together with the erection of a single storey extension to the side
Site Address: Land at SX 537 480 Wembury
One abstention, eight in favour.
Comment: Support

- iii. **2666/24/FUL**
Proposal: READVERTISEMENT (Revised plans) Creation of a multiuser trail.
Site Address: Land At Sx 534 496, Wembury
Two abstentions, seven in favour.
COMMENT: No Objection

- iv. **0417/25/TPO**
Proposal: T1: Copper Beech - Reduce lowest lateral branches on eastern canopy standing at 5m by 2m to appropriate growth points, leaving branches standing at 5m & crown raise on eastern canopy only to achieve a clearance of 4m from ground level, not cutting over 50mm in diameter, aiming to regain the trees natural shape as well as stunting the growth on the eastern canopy to alleviate future stress on large included bifurcation near the base of the tree & T2: Weeping Beech - Crown raise on western canopy only to achieve a clearance of 4m, not cutting above a diameter of 50mm - Allowing established vegetation growing below to thrive.
Site Address: 42 Knighton Road, Wembury, PL9 0EB
One abstention, eight in favour.
COMMENT: No Objection

Annex E to Wembury Parish Council Agenda – 24th of February 2025

Financial Documents

Receipts and payments 20-31/1/2025				
		Net	VAT	Gross
Payment - Salary and Office Allowance - two staff		-£1,749.57		-£1,749.57
Payment - LGPS contributions (pension, employer and employees)	Devon County Council	-£ 446.25		-£ 446.25
Payment - Grant	Brixton Parish Council	-£ 442.00		-£ 442.00
Payment - Room Hire	Wembury Village Hall	-£ 30.00		-£ 30.00
Payment - Room Hire	Wembury Village Hall	-£ 45.00		-£ 45.00
Payment - Planned Works	J.Friend Garden Services	-£1,523.88	-£ 304.77	-£1,828.65
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£1,154.50	-£ 230.90	-£1,385.40
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£1,528.09	-£ 305.62	-£1,833.71
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 747.78	-£ 149.56	-£ 897.34
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 184.17	-£ 36.83	-£ 221.00
Payment - Asset repair and maintenance, parts and labour	J.Friend Garden Services	-£ 22.50	-£ 4.50	-£ 27.00
		-£7,873.74	-£1,032.18	-£8,905.92

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 31/01/2025		
	Cash in Hand 01/04/2024		105,655.73
	ADD Receipts 01/04/2024 - 31/01/2025		77,338.19
	SUBTRACT Payments 01/04/2024 - 31/01/2025		182,993.92
	Cash in Hand 31/01/2025 (per Cash Book)		50,898.78
B			132,095.14
	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 31/01/2025	4,133.54	
	General savings (Bus Bank Instant 31/01/2025	125,125.16	
	Current (Treasurers) Account 0157 31/01/2025	5,836.34	
			135,095.04
	Less unrepresented payments		3,000.00
			132,095.04
	Plus unrepresented receipts		
B	Adjusted Bank Balance		132,095.04
	Error A does NOT equal B		
	ERROR IS	£0.10	

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	-10,000.00			35,946.74
Bus shelter s.106 money					0.00
Neighbourhood Plan		3,058.06			3,058.06
Pavilion		10,000.00			10,000.00
Total Earmarked	62,609.37	3,058.06			65,667.43
TOTAL RESERVE	62,609.37	3,058.06			65,667.43
GENERAL FUND					66,427.71
TOTAL FUNDS					132,095.14