



**Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall
on the 31st of March 2025.**

Location: Wembury Village Hall

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

Clerk: Anne Towill

Members of the Public: 9

25-25 Opening of the Meeting

The meeting was opened at 19:31

25-26 Apologies

None

25-27 Absent

None

25-28 Declarations of Interests & Dispensation Requests

None

25-29 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 – Spoke about two potholes that have recently been filled thanks to pressure to assess them properly. They are attending training soon as part of the Road Warden Scheme and are hopeful they will be out filling holes soon.
- v.* Rob Price of the Environment Agency spoke about their water testing and the Yellow Fish Project, which aims to reduce the human and ruminant pollution entering the stream and beach, through awareness raising. The pollution that has happened has been caused by substances going in to surface water drains as well as misconnections in the piping system on private properties.
Councillors queried boats dumping sewage and the sewage treatment works being constantly overwhelmed. Rob asked that all incidents, even if people are not sure, are reported to the Environment Agency on 0800 807060. He also said that South West Water are currently reviewing their drainage and waste water management plan to assess which sites need work. Wembury sewage treatment plant will be part of that assessment.

Two councillors are also talking to South West Water about issues and timescales so are hopeful that Wembury will be considered a priority.

The meeting was resumed at 19:56

25-30 To confirm the minutes of the Parish Council meeting held on 24th of February 2025

All in favour.

RESOLVED: To confirm the minutes of the Parish Council meeting held on the 24th of February 2025

25-31 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.

25-32 Committees and Working Groups

- i. Wembury Recreation Ground*

Cllr Cox reported that the committee met the previous week. They discussed how some wild areas could be left whilst still preserving a large cut grass area. The zip wire is back in use and very popular. The tennis court surfacing was discussed and how repairs to it could be done cost effectively. The skate park has some rust that needs to be treated, and the insurance is due for renewal in May. The next meeting will be in May.

- ii. Neighbourhood Plan*

Cllr Cox reported that the committee have met several times recently to progress the drafting of policies as quickly as they can, whilst making sure that the community wishes are high on the agenda. If anyone wishes to get involved, then they are very welcome. The next meeting is the 24th of April at 7pm in the Knighton Room.

- iii. Pavilion Creation Working Group*

- a. Chair of committee*

To elect a new Chair of the Pavilion Creation Working Group.

All in favour.

RESOLVED: To elect Cllr Stewart as the new Chair of the Pavilion Creation Working Group.

- b. General Update. Cllr Walrond and Cllr Stewart explained that the Quantity Surveyors had come back with costings that were then reviewed and revised. The idea of placing the pavilion on the tennis court and having one adult court and two junior courts was discussed. This would be a cheaper option but may not be preferred.*

- c. Quantity Surveyor.*

All in favour.

RESOLVED: To instruct, at a cost of £750, the Quantity Surveyors to establish costs for the third option.

- iv. Highways*

Cllr Edwards explained that the Spring Road repair to the drainage by installing culverts was completed. The narrows on Knighton Hill were looked at by Nick Colton the Highways Officer from Devon County Council. He couldn't see any way of creating a better pathway due to the width, without knocking down walls etc. Resurfacing of Church Road is not something that can be done due to the cost. However, Nick Colton will get the pot holes

filled instead. The contracts for Devon County Council Highways work will soon be up for renewal and then the contracts will only be two years. The VAS (speed camera) locations have previously been agreed and so once the VAS is purchased it can be put up.

v. *Environment Committee*

Cllr Gibbard reported on the following:

Environment Agency

- Only Rain Down the Drain / yellow Fish campaigns
There are many surface waters that get into watercourses without processing such as detergents (car washing), cigarette butts, restaurant & pub waste etc
The Yellow Fish campaign is to make people aware of this using several techniques to reduce the burden of dirty water going down drains. Using yellow Fish stencils on drains, online information, QR codes, story maps.
Stakeholders could display Yellow Fish stickers- Businesses, horses, dog walkers, schools
- 4-phase approach to protect and enhance nature:
Reedbeds and other interventions in the meadow / stream, deal with misconnections and foul lines connected in error in properties, land management schemes (working with Natural England) e.g horse owners (muck heaps going straight to drains?), community engagement
- Water sampling. Wembury stream monitored for bacteria by EA and for phosphates etc by YEM. Data to be shared.

Yealm Estuary to Moor Steering Group meeting

- Preparation for the AGM
- Call for volunteers for various posts: Secretary, Communications officer, Deputy project leaders.
- Mud Spotter app training to be given to help identify sources of soil run off
- Discussions about community engagement
- Wembury Summer Fair
- YEM AGM
 - Annual report read and agreed
 - Amendments to the constitution ratified

River Yealm Water Quality Group.

The meeting has been postponed until 6th May

National Trust / Marine Centre talks.

Several talks about the marine conservation area and New Barton Farm developments.

Butterfly survey to commence at Wembury Point and Warren Point this week. Hoping to connect with Newton & Noss transects to be set up by Life on the Edge group

Bat survey. The Bat Conservation Trust survey throughout summer using electronic monitors in 1 km grid squares over 3-day periods. Equipment is

loaned by the trust but demand is high. Volunteers to put their names down for this would help the area's chance in getting a monitor. Details to follow.

WPC Stakeholders group. Initial contacts have been made and met with (mostly) positive responses.

WPC Environment committee. The draft terms of reference have been drawn up and will be on the next agenda for discussion.

25-33 Other Matters.

i. Devolution

Following a lengthy discussion about how it could be undertaken, the council decided that it was very important to get the community's views. An in-person consult will happen in May, as well as a digital survey and a paper survey that will be advertised digitally and physically. Representatives of the respective councils can be invited to attend the in-person consultation. The need for urgency in getting the Neighbourhood Plan completed was highlighted.

All in favour

RESOLVED: To undertake a community consultation via a survey, undertake in person at the Annual Parish Meeting, digitally and paper copies. Once that information is collated to prepare a statement to central government, regarding the community's views on the various devolution plans.

ii. Clerk Report

The Clerk's report was noted.

iii. Leave Hours Transfer- Clerk

All in favour

RESOLVED: To agree the transfer of remaining leave to the next leave year.

iv. Risk Assessment

The amended risk assessment was noted.

v. PA System

All in favour

RESOLVED: To donate the PA system to the school, on the condition that it is available for community events.

vi. Long Term Plan

There was a discussion around the 'Current Assets' in the 'Community' section of the foundation for five-year plan document. The Clerk will collate all information from each discussion to create a Long-Term Plan for Wembury Parish Council.

Additionally, the council wished to consider whether to seek to acquire strips of land that are unregistered or land that belongs to Devon County Council or South Hams District Council. This would allow the council to be able to protect and enhance them due to the potential changes in governance, due to Local Government Review. There was also a discussion around the creation of a tree whip nursery.

25-34 To receive Financial Reports.

i. Responsible Financial Officer's Report

The Responsible Financial Officer's report was noted. It was requested that Laura attend the next meeting to meet the council.

ii. Financial Regulations

All in favour.

RESOLVED: To agree the adoption of Financial Regulations as updated and recommended by NALC, Points 5.4, 5.7 and 5.11.

iii. Quotes

a. Drain and Sump in Wembury Recreation Ground.

It was decided that due to the cost of the work, that it outweighed the benefit to the car park and so the work was not agreed to.

b. Skate Park Repairs

This was postponed, as JFGS has not received the information required yet.

c. Noticeboard in Hawthorn Park Drive.

This was postponed, as JFGS has not received the information required yet.

d. Bus shelter cleaning contractor

This was postponed as quotes have not been received from three contractors yet.

e. To receive quotations and decide on grass cutting contractor.

A site visit needs to be undertaken with the successful contractor to ensure that they understand exactly which areas are to be cut.

All in favour.

RESOLVED: To award the grass cutting contract to Fairlawn.

iv. Unity Bank

All in favour

RESOLVED: To remove Lucy Bruckner from the Unity Bank account, and to agree the addition of Cllrs plus the new Responsible Financial Officer to the account.

v. Lloyds Bank

All in favour

RESOLVED: To remove Lucy Bruckner from the Lloyds accounts and to agree the addition of the new Responsible Financial Officer to the account.

vi. Grant

Ten in favour, one abstention.

RESOLVED: To donate £50 to Dementia Friendly Parishes around the Yealm for meeting room rental.

vii. SLCC

All in favour.

RESOLVED: To agree Laura Kearney joining the SLCC at a cost of £160 per annum.

viii. 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.

ix. *March Payments.*

All in favour.

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

25-35 Exchange of Information- No decisions may be made on items raised here.

Cllr Kenny spoke about the land on Church Road that is being maintained by local residents.

Cllr Walrond asked what was to happen to the Christmas Tree that had been ripped up. The Clerk will seek to save it and will keep the council updated.

Cllr Nix mentioned that with the Local Government Review, that legislation around Parish Councils may change and this may impact what happens in Wembury.

25-36 Close of Meeting

The meeting was closed at 21:46



Anne Towill
Clerk to the Council

ANNEX A to Wembury Parish Council Minutes – 31st of March 2025
Devon County Council – Cllr Hart

Not much to report other than the County Council are putting forward a number of suggestions for Local Government re-organisation. There is still a lack of clarity from Government and County Council elections in May. It was felt that it should be for the New County Council to send up any final recommendation to Government. This has to be done in October / November.

ANNEX B to Wembury Parish Council Minutes – 31st of March 2025
South Hams District Council – Cllr Nix and Cllr Carson

LGR

South Hams District Council (SHDC) has submitted a joint proposal, known as the 1-4-5 plan on behalf of all the Devon District Councils, except Exeter. It proposes:

- Retaining Plymouth unitary authority
- A unitary combining South Hams, Teignbridge and West Devon areas with Torbay
- A unitary including East, Mid, North Devon, Torridge and Exeter.

Multiple other proposals have also been submitted by Plymouth, Exeter and Devon County.

Plymouth's proposed plans to expand into the South Hams gives us concerns about the potential impact this will have on rural communities and towns. SHDC will engage with parishes and towns to understand what the communities want and help develop a more detailed business case for the 1-4-5 proposal.

Plymouth City Council proposed to expand their boundaries into the South Hams. If the government accepts Plymouth's proposal, 13 South Hams town and parishes, many of them rural communities and around 30,000 residents, would be swallowed up into Plymouth's boundaries.

A further meeting on 27th March will have hopefully provided all affected Parish councils the latest information on the proposals being developed.

Devon County Council has submitted 5 potential options with option 5 being very similar to SHDC proposal.

The SH District Cllrs in the 13 affected towns and parishes have a Teams meeting with Plymouth council leader Tudor Evans in April to discuss his plans for our areas, we are keen to learn if PCC will honour the Neighbourhood Plans.

Joint Local Plan

Following a complex and lengthy process and with agreement with SHDC and West Devon Councils, Plymouth City has decided that the next local plan for the city will be a Plymouth only plan and not a joint local plan. This is due to the impact of the government's planning reforms, which is putting pressure on Plymouth to deliver their housing targets.

Residents in Wembury & Brixton have been offered 20% discount on membership fees to the new Plymstock Oaks Gym (£60 per year) Cllr Carson and Nix were invited to see the finished gym last week. This facility was only possible due to the S106 monies from local building projects

Council Business

The Council have now agreed its budget for the year 2025/26 and residents should have received their Council Tax (CT) bills in the post. We have had to do some work this month on second home CT as there were a few errors. Other casework included planning consultations, enforcement cases, bins, roads/pavements and potholes, access paths, land ownership and more.

ANNEX C to Wembury Parish Council Minutes – 31st of March 2025

National Trust – Jess Tatton- Brown

Jess spoke about the wall repairs at the beach which have been completed. Additionally the repairs to the stone bridge that were highlighted by Wembury Parish Council have been completed.

The first litter pick of the year has happened, and they had 16 volunteers. They will be happening the first Monday of the month and will not only litter pick the beach but the lanes and surrounding areas too.

An open invite to the engagement event on the 14th of April from 1.30 till 6.30 at the beach. It will be about the stream works that they are looking to do. They will also have a stakeholder meeting around this topic.

ANNEX D to Wembury Parish Council Minutes 31st of March 2025

Planning Applications

Ratified

i. 0251/25/HHO

Proposal: Householder application for proposed 2 storey front extension, side extension, garage to front garden with terrace over and associated external works.

Site Address: Heybrook Cottage Beach Road Heybrook Bay PL9 0BS

Comment: No Objection.

ii. 0295/25/FUL

Proposal: Erection of two cobb benches

Site Address: Land at SX 542 496 Wembury Road Wembury

Comment: No Objection.

Considered

i. 0693/25/HHO

Proposal: Householder application for small side extension & loft conversion

Site Address: 5 Crossways Wembury PL9 0EY

Comment: No objection but the wildlife trigger table is incorrect and should have triggered a preliminary ecological assessment.

ii. 0603/25/HHO

Proposal: Householder application for single storey side extension

Address: Whale Cottage Bovisand Lane Down Thomas PL9 0AE

Comment: No objection.

iii. 0408/25/ADV

Proposal: Advertisement Consent for advert promoting Churchwood Valley

Site Address: Wembury Beach Wembury

Comment: No objection.

iv. 0547/25/HHO

Proposal: Householder application for alterations and extensions to existing property

Site Address: Annislea Wembury Road Wembury PL9 0DQ

Comment: Objection due to the amount of glass facing down the valley, causing light overspill and therefore an ecological impact. Additionally, ecological enhancements need to be shown on drawings.

v. 0838/25/CLE

Proposal: Certificate of lawfulness for existing use of agricultural land as residential garden

Site Address: Old Barton Farmhouse Wembury PL9 0EF

Comment: No objection and the council are aware that it has been used as a garden for over ten years.

Annex E to Wembury Parish Council Minutes – 31st of March 2025

Financial Documents

Wembury Parish Council. Receipts and payments 31.1.2025 - 18.3.2025				
	Supplier	Nett	VAT	Total
Payment - Salary and Office Allowance - two staff	Various	-1,749.57		-1,749.57
Receipt - Interest received	Lloyds	£ 109.92		£ 109.92
Receipt - Interest received	Lloyds	£ 3.62		£ 3.62
Payment - Email, Office 365 and VOIP	HelloComtec	-56.30	-11.26	-67.56
Payment - Air Ambulance Tower - Energy Supply	EDF	-20.51	-1.03	-21.54
Payment - Asset repair and maintenance, parts and labour	Net World Sports	-108.41	-21.68	-130.09
Payment - Scribe Accounts Package	Scribe	-388.80	-77.76	-466.56
Payment - Admin	Refund RFO	-75.10	-15.02	-90.12
Payment - Admin	Refund RFO	-17.22	-3.44	-20.66
Payment - Salary and Office Allowance - two staff	Various	-1,749.57		-1,749.57
Payment - Subscriptions and memberships	IDALC	-7.00		-7.00
Payment - Community Hub Room Hire	Wembury Village Hall	-60.00		-60.00
Payment - Asset repair and maintenance, parts and labour	JFGS	-1,560.00	-312.00	-1,872.00
Payment - LGPS contributions	Peninsula Pensions	-446.25		-446.25
Receipt - Interest received	Lloyds	£ 3.17		£ 3.17
Receipt - Interest received	Lloyds	£ 91.08		£ 91.08
	TOTAL	-6,030.94	-442.19	-6,473.13

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 18/03/2025		
	Cash in Hand 01/04/2024		105,655.73
	ADD Receipts 01/04/2024 - 18/03/2025		77,545.98
			183,201.71
	SUBTRACT Payments 01/04/2024 - 18/03/2025		55,830.13
	Cash in Hand 18/03/2025 (per Cash Book)		127,371.58
B	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 18/03/2025	4,140.33	
	General savings (Bus Bank Instant 18/03/2025	115,326.16	
	Current (Treasurers) Account 0157 18/03/2025	7,905.09	
			127,371.58
	Less unrepresented payments		
			127,371.58
	Plus unrepresented receipts		
	Adjusted Bank Balance		127,371.58
	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	-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					61,704.15
TOTAL FUNDS					127,371.58