



DRAFT

**Minutes of the Wembury Parish Council Meeting held at Wembury Village Hall
on the 28th of April 2025.**

Location: Down Thomas 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

Responsible Financial Officer: Laura Kearney

Members of the Public: 14

25-37 Opening of the Meeting

The meeting was opened at 19:30

25-38 Apologies

None

25-39 Absent

None

25-40 Declarations of Interests & Dispensation Requests

Cllr Walrond declared an interest in planning application 0926/25/HHO 1 Barton Brake.

25-41 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.* Member of the Public- spoke about their planning application for 11 Beach View Crescent.
- iv.* Member of the Public- spoke about their planning application for 1 Barton Brake.
- v.* Member of the Public – requested an update re the request for double yellow lines outside The Odd Wheel and whether the landlord had been spoken to regarding putting cones out. Cllr Edwards explained that the request has gone in and it was explained that there will be a consultation, and the process takes approximately a year. Cllr Kenny said that he had spoken to the landlord to request they put out cones.
- vi.* National Trust – Jess Tatton-Brown- See Annex C.
Cllr Walrond asked that the National Trust be more proactive regarding checking planning permission needed for projects. Jess explained that she

had received poor advice for both applications and will be more diligent in the future.

- vii. Member of the Public – Spoke about her comments that were emailed regarding the planning application Kia Ora. The email has been circulated.
The meeting was resumed at 19:49

25-42 To confirm the minutes of the Parish Council meeting held on 31st of March 2025

All in favour.

RESOLVED: To confirm the minutes of the Parish Council meeting held on the 31st of March 2025

25-43 To consider current planning matters and to receive monthly planning applications.

- i. *Planning applications-* See Annex D
Cllr Walrond left the meeting at 19:50 due to a pecuniary interest in the 1 Barton Brake application and returned at 20:00
RESOLVED: To submit the comments as per Annex D.
- ii. It was decided that a WhatsApp group will be set up for just planning applications and all councillors will make sure that the work is fairly distributed.

25-44 Committees and Working Groups

- i. *Wembury Recreation Ground*
 - a. Update. Cllr Cox reported that The Committee will meet again in early June. In the meantime, the contract for grass cutting was awarded during April and the first cut has taken place. A plan which combined a number of 'wild' areas was agreed by members of the WRG. We have not yet been able to arrange a FOWRG meeting but will aim to do so in the next few weeks.
 - b. Tennis Court Net. All in favour.
RESOLVED: To purchase a second tennis net for the second court from Net World Sports.
- iii. *Neighbourhood Plan*

The Committee met on 24th April and reviewed the policies that were underway. Good progress is being made in 3 overarching policy areas by committee working groups and are in line with the views expressed by the community over the long period of consultation.

At the next meeting in May, the Committee aim to review mapping and potential settlement boundaries, before being in a position to consult further with the community during this summer's events. Consultation will be on progress that has been made to date and to ensure that the policies are supported by the parish.

The next meeting will be held on 22nd May.
- iv. *Pavilion Creation Working Group*

Cllr Stewart reported that they are awaiting the costing for the third option which will hopefully be received next week.

v. *Highways*

Cllr Edwards reported that repairs to Church Road and Knighton Hill are booked in but there will not be any larger road works done in Wembury parish in the financial year 2026/27 as focus will have to be on other areas. Cllr Kenny said that he believes that the road split in Knighton Road will also be done soon and also that the Road Warden Scheme team will be starting soon.

vi. *Environment Committee*

Cllr Gibbard reported on the following:

Environment Agency

Unrecorded minor sewage discharge into Wembury Stream and onto the beach picked up by YEM water sampling 5th April. Paul Elsmere (Environment Agency) is investigating. Members of the public are encouraged to report to the Environment Agency hotline 0800 807060 if they see any evidence of discharge or pollution.

YEM

YEM sampling results are on a shared Google Sheet – should anyone want to view them the address is:

<https://docs.google.com/spreadsheets/d/1rgUBt5Um9IEDxsje3h69dBea5USMFRM/edit?usp=sharing&ouid=106440268723730464951&rtpof=true&sd=true>

More information about the Bat Survey in May can be found at:

<https://www.devonwildlifetrust.org/devon-bat-survey-2025>

Diane Castle of YEM would like to present a brief overview of their work to the WPC at the open session of the May meeting.

A request has been made to discuss a parish tree nursery and tree seed collection events – more information at the May meeting.

River Yealm Water Quality Group

Next meeting is on 6th May.

National Trust

There are several events being organised for summer including wild flower identification and harvesting.

Butterfly survey has started at New Barton Farm and along the coast / Warren Point. I will be recording birds and plants (pollinators) in flower at the same time. To view the results use the address:

<https://docs.google.com/spreadsheets/d/1ljoqoHKr1muKR8-XIXL4yFfTY36hQytzBTclzd2lfPA/edit?usp=sharing>

Wembury Stream Climate Resilience Project - Stakeholder Meeting on 9th May.

WPC Stakeholders group

Potential members approached – meeting to be arranged after WPC meeting in May.

WPC Environment committee

To be discussed at the May WPC meeting. Open to WPC and public – if anyone knows of potential committee members please get in touch.

Cllr Nix reported that the sewage treatment works is on the list with South West Water to be repaired and she is hopeful that this will be in the near future. The issue around the repeated leak on Mewstone Avenue was brought up and Cllr Nix said that she has taken that on to discuss with South West Water and feedback to the member of the public who raised it.

25-45 Other Matters.

i. Devolution and Annual Parish Meeting

The Clerk explained that she had arranged the Annual Parish Meeting for the 7th and 10th of May, and that would be an opportunity to consult with the community regarding their thoughts on the initial plans as well as allow community groups an opportunity to talk to the public.

Rebecca Smith MP has been invited but is unfortunately unable to attend due to a prior commitment. South Hams District Council, Devon County Council and Plymouth City Council have all been invited to attend. Devon County Council is struggling to respond due to current elections, South Hams District Council have yet to respond, and Plymouth City Council will be in attendance.

The Clerk is currently analysing the three plans which affect Wembury Parish, as well as analysing the government whitepaper. This will allow her to create documents that summarise the plans and the whitepaper so members of the public can understand them more easily.

Due to the nature of the plans and the lack of detail at this stage, the Clerk suggested that instead of asking the community which they preferred, that they instead ask what is important to them about their community, what they would like to be better and what they want to conserve. Then that could be used to create a response to central government that would help guide the ministers as to which plans would be preferred to go through to the detailed stage.

There was a discussion around refreshments, and it was decided that local organisations would be asked if they would like to provide refreshments and to make a small charge for them.

ii. Clerk Report

The Clerk's report has now been sent for the councillors to view but was not received in time for this meeting.

iii. Unclaimed Land on Church Road

The council decided to consult with the neighbours of the land as to whether they would be supportive of Wembury Parish Council seeking to gain ownership of the land.

iv. Moon Meadow

The council decided that now was not the right time to consider this sort of project due to the current workload.

v. Community Orchard Gates

The council decided to defer the suggestion to cost up the costs of installing a gate in to the community orchard from the recreation ground and a lockable high gate between the school playing field and the orchard, to enable better community access to the orchard. This may be something they can review in the future once the current workload has reduced or as part of the Pavilion project.

vi. *Community Orchard*

It was agreed to ask whether Adam King, Parklife and some volunteers could do some pruning to the trees in the community orchard, as long as it doesn't reduce the amount of work done in the recreation ground.

vii. *Twinning with Locmaria-Plouzane*

The council would like to support the restarting of the twinning between Wembury and Locmaria-Plouzane but would like the community to be a big part of any group. Cllr Nix will connect with a teacher at the school that has previously been involved and see if she can gather enough support to make this possible.

25-46 To receive Financial Reports.

i. *Responsible Financial Officer's Report*

The Responsible Financial Officer's report was noted.

ii. *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 April Bank Reconciliation.

iii. *Quotes*

a. *Bus Shelter Cleaning.*

All in favour.

RESOLVED: To award the contract to Kirk Sheridan.

b. *VAS (speed camera)*

All in favour.

RESOLVED: To purchase a VAS machine from Message Maker, with the speed limit and the wording 'slow down' displayed, with blue tooth, solar charging and data capture.

iv. *April Payments.*

All in favour

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

v. *Unity Bank*

All in favour.

RESOLVED: To agree the new Unity Bank application.

vi. *Purchase of new laptop for Responsible Financial Officer*

All in favour.

RESOLVED: To agree the purchase of a new laptop for the Responsible Financial Officer up to a total cost of £750.

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

Cllr Short said that he had had a complaint about the number of horseboxes attending a Home Farm show.

Cllr Stansell said that he and Cllr Kenny had made progress on updating the emergency plan.

Cllr Nix said that she had had complaints regarding the steps down to the coastal path in Heybrook Bay. She had reported that to the PROW officer who has had temporary repairs completed and permanent repairs will happen soon.

Cllr Kenny said that he had met with the team who had rowed across the Atlantic and landed at Wembury. He hoped that the community would further support their fundraising.

Cllr Drought stated that he was formally stepping down as Chair of Wembury Parish Council. He wanted the council to know that he is proud of the council and all the work it does. He gave his thanks for all the support he had received in the time he has been on the council.

25-36 Close of Meeting

The meeting was closed at 21:43

A handwritten signature in black ink that reads "Anne Towill". The script is cursive and fluid.

Anne Towill
Clerk to the Council

ANNEX A to Wembury Parish Council Minutes – 28th of April 2025
Devon County Council – Cllr Hart

Am very sorry but I cannot get to this last Parish council meeting. Please accept my apologies and this brief thank you to all in Wembury Parish.

I am now coming to the end of my political life as your County Councillor.

Having been the County Councillor for some of my Parishes since 1989 and others after a boundary change in 2005 I realise that I have been the County Councillor longer than some of you have been involved in your Parishes. In fact, a few of you are likely to have been at school when I started.

I had a holiday between 1997 / 2000. Have had county and regional roles since being elected back in 2001. Without the support of Parish Clerks and the understanding of Parish Councils it would have been difficult to accept those responsibilities.

I would like to thank you and your Parish for your support over the years. The residents of your Parish for continuing to put their trust in me. I could not have been able to represent the ward without that support nor Devon County Council on the Regional and National stage over these years.

Thank You. John.

ANNEX B to Wembury Parish Council Minutes – 28th of April 2025
South Hams District Council – Cllr Nix and Cllr Carson

Devon County Council Elections

These take place on Thursday 1st of May. The polling stations are as normal. You do not need to take your polling card but you will need some photo ID to vote.

LGR

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.

Both Julie and I met with Cllr Evans to discuss his plans for our community, he assured us that he would honour the Neighbourhood Plans and not build houses on all the land in the parishes.

Plymouth and South Devon Community Forest Plan consultation – now live

The public consultation on the Plymouth and South Devon Community Forest Plan has begun and will run until Monday 19 May.

The consultation draft of the Forest Plan can be viewed here: [PSDCF Consultation](#).

If you would prefer to make your feedback to us, then please do and we will collate the responses.

Case work in April

This includes bus stops and bus travel in general, active travel enquiries, planning issues, waste and fly tipping, speeding, noise complaints, potholes – reported in Heybrook Bay and Wembury. I am still chasing up dog waste bins in areas of Wembury.

There have been a lot of planning consultations this month, as well as advice support from planning officers, enforcement cases and feedback of the process in general.

ANNEX C to Wembury Parish Council Minutes – 28th of April 2025

National Trust – Jess Tatton- Brown

Thank you for forwarding the Transport survey: useful opportunity to reflect on what we have achieved in 3 years: prior to the project work at Wembury Barton Farm we had 7 (amazing) regular volunteers from the Wembury Parish.

As a direct consequence of the Wembury Barton Farm and the community forest project work over the last 3 years we have had 7000 hours of time donated to helping us plant trees. We now have Sam Barnes our communities and volunteering officer and our Community Forest Ranger Tim Wills meaning we can support a greater number of volunteers and events at Wembury than ever before: locally we currently have 37 volunteers, coming out with us regularly. And a myriad of different free events across the year. We have partnered with SDNL and the LOTE project to provide an even wider array of events locally.

Provision of multiuser path, improved gates and accessible picnic benches are just some of the ways we have been working to improve access for everyone to the green spaces around Wembury.

Next events: dawn chorus: 5th May at 5.30am at Wembury Point
17th May 9- 12.30 Wildflower ID course
Monthly Litter picks

Planning applications:

Cob seating: We were advised that this application would be refused so we have withdrawn it and will resubmit an application to create two benches at this location. We have some beautiful, sweet chestnut planks from a windblown tree that would look beautiful on the existing walls.

Track: This track was installed for agricultural and forestry purposes, we have planted 1000's of trees at the bottom of this steep hill this winter, and if it had rained like it did last year, the damage to this valley would have been awful, we stoned the track to minimise damage caused. It was installed to protect soils and prevent pollution.

We used recycled stone it often comes with some small bits of plastic; it is easy to collect this material.

Other photos supplied by objectors are of my Fencing contractors.

Langdon View Path: I would like to suggest that the Parish council apply for Fiapl funding to fund the creation of this Path. The National Trust would be really happy to facilitate this application.

Wembury Stream engagement event thank you to everyone who attended the Wembury Stream engagement event - the information boards are now up in the Marine centre if you would like to read about what we have planned.

Thanks for your time and if you have any further questions please ask

ANNEX D to Wembury Parish Council Minutes 28th of April 2025

Planning Applications

- i. **0926/25/HHO**
Proposal: Householder application for single storey rear/side extension
Site Address: 1 Barton Brake Wembury PL9 0BJ
Seven in favour, four abstentions.
Comment: No Objection
- ii. **0856/25/HHO**
Proposal: Householder application for proposed rear single storey extension
Site Address: 11 Beach View Crescent Wembury PL9 0HL
Nine in favour, two abstentions
Comment: No Objection
- iii. **0888/25/HHO**
Proposal: Householder application for front porch, replacement garage & side extension with balcony
Site Address: 4 Southland Park Crescent Wembury PL9 0HD
Ten in favour, one abstention
Comment: No objection
- iv. **0962/25/PIP**
Proposal: Application for permission in principle for one dwelling (self-build)
Site Address: Building Rear of Kia Ora Wembury Road Wembury
Eight in favour, one objection, two abstentions.
Comment: No Objection
- v. **1000/25/HHO**
Proposal: Householder application for replacement of existing Polycarbonate flat roof. Replace existing UPVC windows
Site Address: The Haven Heybrook Drive Heybrook Bay PL9 0BW
Ten in favour, one abstention.
Comment: No Objection
- vi. **1053/25/HHO**
Proposal: Householder application for front porch & two storey rear extension
Site Address: Little Gidding Gabber Lane Down Thomas PL9 0AW
Nine in favour, two abstentions
Comment: No objection
- vii. **0821/25/FUL**
Proposal: Retrospective planning permission for an access track
Site Address: Access Track At Sx 536 499 Wembury Road Wembury
Eight in favour, three abstentions
Comment: No objection

Annex E to Wembury Parish Council Minutes 28th of April 2025

Financial Documents

19th to 31st of March 2025

Code	Description	Supplier	NET	VAT	Gross
VAT Refund	Receipt - VAT Refund	WPC	£3,529.20		£3,529.20
Other Grants received	Receipt - Grant	WPC	£ 150.00		£ 150.00
Communications, advertising and media	Payment - Admin costs	Anne Towill	-£ 12.99	-£ 2.60	-£ 15.59
Expenses, training and mileage	Payment - Expenses	Laura Kearney	-£ 112.56		-£ 112.56
Expenses, training and mileage	Payment - Expenses	Anne Towill	-£ 2.10		-£ 2.10
Expenses, training and mileage	Payment - Expenses	Anne Towill	-£ 9.90		-£ 9.90
Admin Expenses	Payment - Admin costs	Laura Kearney	-£ 19.50	-£ 3.90	-£ 23.40
Admin Expenses	Payment - Admin costs	Lucy Bruckner RFO	-£ 17.22	-£ 3.44	-£ 20.66
Salaries inc NI/Tax/Payroll	Payment – Salary, Office Allowance and pensions	Various	£2,504.60		-£1,112.77
Unexpected Expenses	Payment - Consumables	Anne Towill	-£ 19.15	-£ 3.84	-£ 22.99
Bank Charges	Payment - Bank Service Charge	Lloyds Bank	-£ 4.25		-£ 4.25
			£ 976.93	-£13.78	£ 963.15

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 31/03/2025		
	Cash in Hand 01/04/2024		105,655.73
	ADD Receipts 01/04/2024 - 31/03/2025		81,225.18
	SUBTRACT Payments 01/04/2024 - 31/03/2025		186,880.91
	Cash in Hand 31/03/2025 (per Cash Book)		58,637.18
B	Cash in Hand 31/03/2025 (per Cash Book)		128,243.73
	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 31/03/2025	4,140.33	
	General savings (Bus Bank Instant 31/03/2025	113,855.36	
B	Current (Treasurers) Account 0157 31/03/2025	10,248.04	
			128,243.73
	Less unrepresented payments		
			128,243.73
	Plus unrepresented receipts		
B	Adjusted Bank Balance		128,243.73
	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					62,576.30
TOTAL FUNDS					128,243.73