



Pavilion Committee Meeting

23/09/2025

Present: Cllr Kenny, Cllr Stewart (Chair), Cllr Walrond.

Clerk: Anne Towill

Apologies: None

Member of the Public: Four.

1. *Opening of the Meeting*

The meeting was opened by Cllr Stewart at 19:00.

2. *Previous Minutes*

RESOLVED: The minutes of the last meeting were agreed as a true record.

3. *Members of the Public*

- a. A member of the public explained that residents who he had been speaking to were asking why a pavilion was needed. Cllr Stewart explained the premise behind the building and that in a recent meeting with the village hall the trustees had explained that the needs of potential pavilion users were not aligned with their objectives, insurance and constitution, so they could not be used instead. The member of the public asked for clarification about the use of the space and maintenance etc. which was provided.
- b. A member of the public was concerned about the build and how electrics etc would be installed and maintained, as well as fire risks. Cllr Stewart explained the build and how it would work. The member of the public was also concerned about people climbing on the roof and the damage and repairs that would be needed.
- c. A member of the public queried the aesthetics and said that they didn't feel it was in keeping with the village. He suggested a concrete and render plus a steel roof. Cllr Stewart explained that energy efficiency was a key criteria and also that the aesthetics and build materials had been designed to be in keeping with an agricultural building as the majority of the homes in the village were made of pebble dash etc. However, the design and materials could be revisited if that was wanted as long as it could be kept within cost. There was also a discussion about how the tender process would happen to allow local builders to tender for the work.

4. *Update*

Cllr Stewart explained that the information was now on the website and had been published on social media as well. The Responsible Financial Officer is looking in to costing a topographical survey and suitable companies have been suggested to her. The council has had various feedback from the public

from the information distributed so far which includes positive as well as negative feedback.

5. *Minutes of Meeting with Village Hall*

Cllr Stewart explained that there had been a meeting with trustees of Wembury Village Hall. He explained that in summary, the hall was unable to facilitate provision for changing spaces, toilets etc that a pavilion would be looking to provide due to it not being aligned with the hall's objectives, insurance and constitution. See Appendix A.

6. *Pre- Application Planning Enquiry*

- a. The Pre-App is ready to go baring any amendments to the introduction statement which Cllr Stewart will make.
- b. If a Pre-App is given the go ahead then it will confirm whether a full planning application is required. If planning isn't needed, that will save both time and money. The pre-app process may take between 8 and 14 weeks. There was a conversation about whether the aesthetic design would affect the Pre-App and Cllr Stewart will amend the introductory statement to explain that the materials used etc could change after feedback. There was a discussion that there was a need for community consultation re the design especially if no planning permission was needed. Therefore, the Pre-App would refer to the principles of size, shape and location and the layout drawings would be submitted but not the externals to allow for changes to the external look if needed.

RESOLVED: To ask the council to agree the contents of the pre-application submission.

7. *Future Plans*

- a. New Members. Any persons wishing to become a member of the working group needs to apply to the Clerk who will put it on the full council agenda to be considered. Attendance as a member of the public is open to all.
- b. Media. There was a discussion around the need for posters in noticeboards and other buildings/businesses, to community groups and the Wembury Review in order to ensure engagement with all the community about the proposed plans. The Clerk will design and circulate them before publishing them.
- c. Other Engagement
 - A simplified fact sheet will be designed.
 - Councillors will attend the Down Thomas fayre where they will speak to members of the public about the proposals. The Clerk's email address will be given out for people to comment and Cllr Stewart will ensure that feedback slips are available. The need for transport for residents outside of Wembury village to get to any pavilion was mentioned.
 - A brief Q and A document may be needed to make it easy to get information across to the public.

8. *Next Meeting*

The next meeting will be held in the week beginning the 10th of November 2025.

9. *Close of Meeting*

The meeting was closed at 20:09



Anne Towill
Clerk to Wembury Parish Council

Appendix A

**Wembury Pavilion Creation Group Meeting with
Trustees of Wembury War Memorial Village Hall**

Date: 7pm 10th September 2025

Location: Knighton Room, Wembury Village Hall

Attendees: Anne Ayear (Trustee) Cllr Edwards, Julie Stephens (Trustee), Cllr Stewart, Cllr Walrond

1. Introductions

Brief introductions were made.

2. Background

The current concept design for the Wembury Community Hub was discussed.

3. Public Consultation Feedback

Cllr Stewart reported that feedback from a recent public consultation suggested engaging with the trustees of the village hall. It was perceived that there may be some overlap between the services offered by the proposed Hub and those already provided by the village hall.

4. Current Use of the Village Hall

Julie Stephens (Trustee) presented an updated list of the various groups currently using the town hall, demonstrating its extensive use by both local residents and people from surrounding areas.

5. Alignment with Village Hall Objectives

Julie Stephens (Trustee) explained that the town hall is operated by a charitable organisation. Based on her understanding of the Hub proposals, she did not believe they aligned with the charity's objectives.

6. Public Access and Operational Constraints

Julie Stephens (Trustee) clarified that, unlike the proposed Community Hub, the village hall cannot remain open to the public outside of booked hiring times due to insurance restrictions. There are no plans to change this arrangement.

7. Facilities

Julie Stephens noted that the Knighton Room in the village hall had been recently refurbished and is no longer available for potential use as changing for Wembury Recreation Ground, as had previously been suggested.

8. Conclusion

It was agreed that the village hall and the proposed Community Hub serve different user groups and purposes. As such, a joint venture is not considered feasible.

9. The Meeting was Closed

Written by Cllr Walrond, edited by the Clerk



Anne Towill
Clerk to the Council

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