



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

Location: Wembury Village Hall

Parish Councillors Present: Cllr Coumbe, Cllr Cox (Vice Chair), Cllr Edwards, Cllr Newcombe, Cllr Stansell, Cllr Truscott, Cllr Walrond.

Clerk: Anne Towill

Responsible Financial Officer: Laura Kearney

Members of the Public: 2

25-107 Opening of the Meeting

The meeting was opened at 19:30

25-108 Apologies

Apologies received from Cllr Short, Cllr Nix, and Cllr Gibbard.

RESOLVED: To accept the apologies of Cllr Short, Cllr Nix, and Cllr Gibbard.

25-110 Absent

Cllr Kenny was absent.

25-111 Declarations of Interests & Dispensation Requests

None

25-112 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*

The meeting was reopened at 19:33

25-113 To confirm the minutes of the Parish Council meeting held on the 27th of October 2025

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

25-114 To consider current planning matters and to receive monthly planning applications.

- i. *Planning applications- See Annex C.*

25-115 Committees and Working Groups

- i. *Wembury Recreation Ground*
- ii. General Update- read by Cllr Cox. Approved new trees for next year, new gardening contractor, last cut of season soon. No lead volunteer yet. A review will happen in 2026 as to what will be done in recreation ground. Pre-planning application for community hub has been submitted and there will be a consultation next year. Committees will not be merged until planning has gone further. Ocean city FC will be using the rec ground soon.
- ii. *Neighbourhood Plan*

- a. Awaiting more quotes regarding completing the neighbourhood plan. One quote has been received, and Cllr Cox and the Responsible Financial Officer have a meeting with another consultant at the end of this week.

- b. To consider and decide whether to appoint Dan Stewart to the Neighbourhood Plan Committee.

RESOLVED: To appoint Dan Stewart to the Neighbourhood Plan Committee

iii. Pavilion Creation Working Group

- a. Members

RESOLVED: To appoint Cllr Truscott to the Pavilion Creation Working Group

- b. Chair

RESOLVED: To appoint Cllr Walrond as the Chair for the Pavilion Creation Working Group

iv. Highways

- a. Update

Cllr Edwards explained that they are currently awaiting repairs on Knighton Hill. He commended road wardens for their work and commitment.

- b. Road Warden Scheme Risk Assessment

RESOLVED: To adopt the amended Road Warden risk assessment.

v. Environment

- a. Update

No update was available as Cllr Gibbard was away

- b. Life on the Edge

RESOLVED: To nominate Cllr Gibbard as the Wembury Parish Council representative on the Life on the Edge group.

- c. To consider and decide whether to appoint Dan Stewart to the Environment Committee.

RESOLVED: To appoint Dan Stewart to the Environment Committee.

25-116 Other Matters.

i. Clerk Report

The Clerk's report was noted

ii. Thermal Imaging Device Loan

This decision was deferred.

iii. Resignation of Cllr Dan Stewart

The sad resignation of Cllr Stewart and that the Clerk has notified South Hams District Council was noted.

iv. Civility and Respect Pledge

After some discussion it was decided not necessary to have a Civility and Respect Pledge, due to the number of policies and guidelines that already are in force for both the Council and Councillors.

v. December Meeting

RESOLVED: To not hold a December meeting.

25-117 To receive Financial Reports.

i. Responsible Financial Officer's Report

The Responsible Financial Officer's report was noted.

ii. Grant

RESOLVED: To award a grant of £350 to the Ivybridge & District Community Transport Association.

iii. *Financial Statement*

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

iv. *November Payments.*

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

v. *Draft Budget*

RESOLVED: To increase the budget line for Asset Maintenance and Running Costs to £29512. The rest of the proposed budget was agreed. See Annex D

vi. *Closure of Lloyds Bank Accounts*

RESOLVED: To close all Lloyds Bank Accounts following the move to Unity Bank.

vii. *Tree Surgeon Quotes*

RESOLVED: To instruct C& H Tree Surgery to undertake the work quoted for.

viii. *PDF subscription*

This decision was deferred.

25-118 Exchange of Information

Cllr Edwards announced there was a vacancy at the alms houses. Cllr Newcombe informed the Responsible Financial Officer that the new Garden maintenance contractor was unhappy with his contract and payment terms. Cllr Truscott suggested the Council send something to thank Carole at the Down Thomas shop who is retiring.

25-119 Close of Meeting

The meeting was closed at 21:14

Laura Kearney

Laura Kearney
Responsible Financial Officer

ANNEX A to Wembury Parish Council Agenda – 24^h of November 2025
Devon County Council Report – Cllr Carson

LGR

Our leading option for a simpler, stronger and more resilient Devon

New Devon - a single unitary authority

Our leading option is to create a single unitary 'New Devon' to replace the current two-tier system of eight district councils and the county council, and work alongside Plymouth and Torbay's existing unitary authorities.

It is the most logical option for a simpler, stronger and more resilient Devon and comes after many months of extensive research, community engagement, and expert advice.

What next?

Final proposals need to be submitted to government by Friday 28 November. The Secretary of State will then decide which one(s) will go to statutory stakeholders for consultation during the first half of 2026.

A final decision is expected to be made in the summer, following which any required legislation needs to be passed before a shadow authority is created in 2027, with the new authority 'vesting' or commencing from 2028.

Funding Ideas

Percy Bilton Charity
W.G. Edwards Charitable Foundation
Clothworkers' Foundation
BlueSpark Foundation
Help the Homeless
Yapp Charitable Trust
Foundervine Breakthrough
Arnold Clark Community Fund
Nature save Trust

Local to Wembury Parish

I am pleased to have been able to support the Swimming Pool fund with the Locality Budget application.

There are various top tier items of work going on that are confidential but I wanted to highlight the importance of these services at the point of need.

ANNEX B to Wembury Parish Council Agenda – 24^h of November 2025 **South Hams District Council Report – Cllr Nix**

Planning applications

Several ongoing applications which I am sure will be discussed further later this evening. Support being given to residents who have ongoing planning concerns and also a number of enforcement queries.

Local Government Reorganisation

Several meetings have been held for the community and council in this parish. SHDC will be voting at a Full Council Meeting on Thursday (27th November), to agree the council's submission. This final submission will be submitted on 28th November.

More information can be found here

<https://www.southhams.gov.uk/news/2025/councils-consider-final-proposals-future-local-services-devon>

Further consultation will take place in early 2026 once the Government have decided which are its favoured options from the alternatives put forward.

Highways

- Working with residents on parking around the junction at the top of Knighton Hill which is creating poor visibility at the junction.
- Potholes reported and general state of highways around the parish to DCC. Our thanks go to the Wembury team who are doing excellent work in this area.

Footpath at Knighton View

Organisation for the path connecting Knighton View to the Recreation ground is ongoing.

Grants

Several grants given to local community including the Scouts, Parklife and YESS. If any organisation wishes to apply for a local community or eco grant then please log onto the SHDC website under community grants or contact us for more information

ANNEX C to Wembury Parish Council Agenda – 24^h of November 2025

Planning Applications

a. 3064/25/HHO

Proposal: Householder application for first floor extension over existing flat roof & render external walls

Site Address: 38 Veasy Park Wembury PL9 0ES

No comment

b. 2967/25/ADV

Proposal: Advertisement consent for 1 free standing information board

Site Address: Car Park Wembury PL9 0HP

Comment: No objection.

c. 3135/25/HHO

Proposal: Householder application for replacement of conservatory to front elevation & raising of side extension roof to match

Site Address: 7 Beach View Crescent Wembury PL9 0HL

No comment

d. 3276/25/HHO

Proposal: Householder application for extension & modernisation of house with garage to front of property

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

Comment: No objection.

e. 3243/25/HHO

Proposal: Householder application for rear extension & external alterations

Site Address: 2 Mewstone Avenue Wembury PL9 0JY

Comment: No objection

f. 3076/25/HHO

Proposal: Householder application for proposed alterations to roof to form a first floor bedroom.

Site Address: 16 Veasy Park Wembury PL9 0ES

No comment

g. 3101/24/FUL

Proposal: Front & rear extension, including new roof & cladding to existing chalet

Site Address: 37 Cedar Park Bovisand PL9 0AE

No comment

ANNEX D to Wembury Parish Council Agenda – 24^h of November 2025
Financial Documents

	Budget for 2026/27				
Administration					
		2025-26 Receipts	2025-26 Payments	2026-27 Receipts	2026-27 Payments
Code	Title			Budget	Budget
15	Auditors		660		730.00
16	Bank Charges		72		72.00
18	Expenses, training and mileage		500		750.00
19	Admin Expenses		400		450.00
20	Room Hire		600		750.00
21	Insurances		1438		1,580.00
25	Salaries inc NI/Tax/Payroll		24000		40,000.00
26	Subscriptions		1225		1135.5
29	Communications, advertising and media		850		1000
31	Volunteer Expenses		220		250
55	Pension contributions		4795		8000
	SUB TOTAL		34760		54,717.50
Facilities					
		2025-26 Receipts	2025-26 Payments	2026-27 Receipts	2026-27 Payments
Code	Title			Budget	Budget
35	Bus Shelter Cleaning and Maintenance		968		1500
36	Noticeboard Maintenance & Upgrade		500		1000
41	Handyperson - planned works		7500		7500

Date: 26th of January 2026

Signed:

49	Tree Survey and Surgery		1650		3500
53	Asset Maintenance and running costs		24800		29512
	SUB TOTAL		35418		43012
Grants / Donations					
		2025-26 Receipts	2025-26 Payments	2026-27 Receipts	2026-27 Payments
Code	Title			Budget	Budget
42	Grants/Donations to organisations		5500		5500
	SUB TOTAL		5500		5500
Income					
		2025-26 Receipts	2025-26 Payments	2026-27 Receipts	2026-27 Payments
Code	Title			Budget	Budget
1	SHDC Precept	94000		100,000.00	
2	Book Sales	150		75	
3	Interest	150		2000	
4	Donations	50			
9	Other Grants received	10000		10000	
	SUB TOTAL	104350		112,075.00	
Miscellaneous					
		2025-26 Receipts	2025-26 Payments	2026-27 Receipts	2026-27 Payments
Code	Title			Budget	Budget
43	Wembury Neighbourhood Plan				3000

Date: 26th of January 2026

Signed:

45	Unexpected Expenses		1500		1500
46	Other Grant Work		10000		
56	Community Hub expenses and room hire		900		900
57	Chairperson's allowance		100		100
	SUB TOTAL		17841		5500
	Current General Reserves				93372.35
	Current Specific Reserves				77999.38
Summary					
TOTAL		104350	93519	112,075.00	108,729.50

Earmarked Reserves	2025-26	2026-27
Public Asset Maintenance & Replacement Reserve	£19,244.58	£22,590.58
Legal Costs Reserve	£ 3,000.00	£ 3,000.00
Reprint of Discovering Wembury Book	£ 4,000.00	£ 4,000.00
Elections Reserve	£ 5,000.00	£ 5,000.00
s.106 Funds	£35,946.74	£35,946.74
Neighbourhood Plan	£ 3,058.06	£ 3,058.06
Pavilion	£ 7,750.00	£10,000.00
Total	£77,999.38	£83,595.38

Date: 26th of January 2026

Signed:

Wembury Parish Council Payments & Receipts 16/10/25-13/11/25

Date	Supplier	Net	VAT	Total
15/10/2025	Payment - Email, Office 365 and VOIP	Comtec	-56.30 -11.26	-67.56
15/10/2025	Payment - Air Ambulance Tower - Energy Su	British Gas	-11.75 -0.59	-12.34
20/10/2025	Receipt - Discovering Wembury Books	Churchwood Valley	60.00	60.00
20/10/2025	Payment - Community Hub Expenses	Wembury Stores	-50.00	-50.00
29/10/2025	Payment - Training	DALC	-100.00 -20.00	-120.00
29/10/2025	Payment - Bus Shelter Cleaning	Sparkles	-237.00	-237.00
29/10/2025	Payment - Planned Works	J.Friend Garden Services	-507.96 -101.59	-609.55
29/10/2025	Payment - Grant	ParkLife	-1,000.00	-1,000.00
29/10/2025	Payment - Playground inspection	South Hams District Council	-243.00 -48.60	-291.60
29/10/2025	Payment - Community Hub Room Hire	Wembury Village Hall	-60.00	-60.00
31/10/2025	Payment - Expenses	RFO	-30.87 -6.18	-37.05
31/10/2025	Payment - Stationery/Office Equipment	Amazon	-24.24 -4.85	-29.09
31/10/2025	Payment - Salary and Office Allowance - 2 st	RFO	-1,757.16	-1,757.16
31/10/2025	Payment - LGPS contributions (pension, employer and employees)	Devon County Council	-462.40	-462.40
31/10/2025	Payment - Bank Service Charge	Unity Bank	-6.00	-6.00

31/10/2025	Payment - Asset repair and maintenance, parts and labour	RFO	-19.62	-3.93	-23.55
03/11/2025	Payment - Bank Service Charge	Lloyds Bank	-4.25		-4.25
Totals			-4,442.50	-185.15	-4,627.65

Wembury Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 13/11/2025		
	Cash in Hand 01/04/2025		128,243.73
	ADD Receipts 01/04/2025 - 13/11/2025		98,436.26
	SUBTRACT Payments 01/04/2025 - 13/11/2025		226,679.99
	Cash in Hand 13/11/2025 (per Cash Book)		55,308.26
B			171,371.73
	Cash in hand per Bank Statements		
	Petty Cash 23/06/2023	0.00	
	Discovering Wembury Book (Bus E 13/11/2025	0.96	
	General savings (Bus Bank Instant 13/11/2025	0.01	
	Current (Treasurers) Account 0157 13/11/2025	6,851.12	
	Unity Bank Current 20531766 13/11/2025	6,830.68	
	Unity Bank Savings Account 20531 13/11/2025	153,500.98	
	Unity Bank Discovering Wembury 13/11/2025	4,187.98	
			171,371.73
	Less unrepresented payments		
			171,371.73
	Plus unrepresented receipts		
B	Adjusted Bank Balance		171,371.73
	A = B Checks out OK		