

The logo for Wembury Parish Council features the word "wembury" in a blue, lowercase, sans-serif font. Above the letter 'b' is a stylized blue and yellow tower icon. Below "wembury" is the words "Parish Council" in a smaller, black, uppercase, sans-serif font.

# wembury

## Parish Council

<b>Parish Councillors</b>	<b>J Stansell</b>	<b>Chairman</b>
	<b>J Batley</b>	
	<b>J Bennett</b>	
	<b>D Brown</b>	<b>District Councillor</b>
	<b>A Cammack</b>	<b>Vice Chairman</b>
	<b>C Curtis</b>	
	<b>D Drought</b>	
	<b>D Giles</b>	
	<b>J Hart</b>	<b>County Councillor</b>
	<b>R Newnham</b>	
	<b>D Packer</b>	
	<b>A Wirgman</b>	
<b>Clerk</b>	<b>R Fairclough</b>	

**Minutes of the Wembury Parish Council Meeting held at the Silver Jubilee Hall, Down Thomas, on Monday 26 June 2017.**

### **17-074 OPENING THE MEETING**

**The Vice Chairman, Cllr Cammack**, opened the meeting at 7:32 pm and welcomed everyone to the meeting. Cllrs Batley, Bennett, Brown, Cammack, Curtis, Giles, Hart and Newnham were present, together with District Councillor Cane and PCSO Andy Potter.

### **17-075 APOLOGIES**

Apologies received from Cllrs, Drought, Packer, Stansell and Wirgman.

### **17-076 DECLARATION OF INTEREST & DISPENSATION REQUESTS**

**Cllr Brown** declared a personal interest in Planning Application No. 1785/17/HHO 77 Mewstone Ave, Wembury.

There were no other declarations of Interests or Dispensation Requests.

### **17-077 THE BUSINESS OF THE COUNCIL WAS SUSPENDED FOR THE PUBLIC TO MAKE OBSERVATIONS OR TO PUT QUESTIONS**

**The Vice Chairman suspended the business of the Council at 7.33 pm and opened this session to the public.**

**The Vice Chairman** announced that members of the public are only allowed to speak during the open session of the meeting and they should raise any matters of concern, or explanation, including planning items, at that time and not wait until later in the meeting, as they would not be allowed to speak.

#### **i) June 2017 - Police Report**

PCSO Andy Potter gave his report from 18<sup>th</sup> May to 20<sup>th</sup> June, as follows:-

#### **Wembury Area**

18<sup>th</sup> May - dog not under proper control, words of advice given CR/038655/17.

30<sup>th</sup> May - dog dangerously out of control, enquiries ongoing CR/042198/17.

Overnight 3<sup>rd</sup> / 4<sup>th</sup> June - theft from motor vehicle Knighton Road enquiries ongoing CR/043953/17.

Overnight 3<sup>rd</sup> / 4<sup>th</sup> June - theft from motor vehicle Knighton Road enquiries ongoing CR/043968/17.

8<sup>th</sup> June - Fraud CR/045088/17.

9<sup>th</sup> June - Harassment, enquiries ongoing CR/045630.

**Bovisand Area**

18<sup>th</sup> June criminal damage caused to gate CR/048810/17

**ii) Members of the Public**

No comments.

**There were no further comments and the Chairman closed this open session at 7.38 pm to resume Parish Council business.**

**17-078 RATIFICATION OF MINUTES OF THE ANNUAL WEMBURY PARISH MEETING HELD ON 22 MAY 2017**

The minutes were ratified and signed by the Vice Chairman.

There were no matters arising or actions to be taken.

**17-079 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22 MAY 2017.**

The minutes were agreed as being a correct record and duly signed by the Vice Chairman.

**17-080 MATTERS ARISING FROM THE MINUTES**

**17-066 i) Hollacombe Bus Shelter Repair**

**Cllr Bennett** asked when the bus shelter repairs would commence.

**The Clerk** agreed to chase **Marcus** regarding the repairs.

**17-066 ii) Community Asset**

**The Vice Chairman** reported that a meeting of the working group was to be arranged in July.

**17-066 iii) Planning Developments**

**Cllr Brown** was asked to chase up a suitable response from the leader of South Hams DC about the concerns of Wembury Parish Council regarding ad hoc developments prior to the Joint Local Plan being adopted.

**Cllr Brown** confirmed that Steve Jordan, Executive Officer at South Hams DC, would attend the July meeting of Wembury Parish Council when all development concerns can be discussed. **He suggested that suitable questions should be sent to him prior to the July meeting so that in depth answers can be given.**

**17-068 Road Closures**

**The Vice Chairman** reported on the following road closures :-

**Leyford Lane** – Resurfacing work completed

**Renney Road** – Resurfacing due to commence on 3 August 2017

**17-071 Down Thomas Defibrillator**

**Cllr Newnham** informed members that Helen Allkins would be maintaining the defibrillator, carrying out regular checks on it and providing suitable training in its use.

**17-073 Wembury School Summer Fayre**

**Cllr Brown** requested assistance with the Wembury PC stall at the Wembury School Summer Fayre on Saturday 1 July 2017. **Cllrs Bennett, Cammack and Giles volunteered to assist. Items for display and discussion with the local community should include; WPC use of Social media, Self Help, Neighbourhood Plan, Future Verges Project, Wembury Recreation Ground MasterPlan and the Sport & Recreation Report.**

**17-081 TO RECEIVE THE MONTHLY PLANNING REPORTS**

**i) Planning Applications**

**The Vice Chairman** went through the planning applications.

**Cllr Brown** left the meeting when planning application No 1785/17/HHO was discussed and did not take part in voting for the decision on this application.

**RESOLVED: To accept the Planning Report with resolutions as detailed in ANNEX A of these minutes.**

**17-082 TO RECEIVE INWARD CORRESPONDENCE**

**FOR ACTION - Emailed Letters & Emails**

**a) The Mussel Inn, Down Thomas**

**The Clerk** reported on recent correspondence with Enterprise Inns regarding the future of the Mussel Inn, Down Thomas. Enterprise Inns are selling the freehold of the pub and the current agreement with Wembury PC to use the Post Office and Community Room has been written into the sale document. The Clerk has asked Enterprise Inns to donate the Post Office and Community Room building to Wembury Parish Council. A final answer is still awaited. It would appear it may be too late to make the building a Community Asset and several developers are known to be interested in the site.

**b) South Hams DC Development Management Briefing Paper for Town and Parish Councils**

There were no specific comments on this paper.

**Cllr Brown suggested that the Chairman of the Development Management Committee, Bob Steer and Pat Whymer should be invited to a future meeting.**

**c) Newton and Noss Neighbourhood Plan - Regulation 14 - Pre-Submission Consultation**

There were no specific comments on this pre-submission.

**d) Wembury Marine Centre - S137 Grant Request**

Wembury Marine Centre has requested a £500 grant for technical kit for the fish tank in the centre. Following a short discussion, Cllr Newnham proposed, seconded by Cllr Giles, that £500 should be donated to the Wembury Marine Centre to go towards technical kit for the Marine Centre fish tank. The resolution was approved by 7 votes for with 1 abstention.

**RESOLVED: That Wembury Marine Centre is granted £500 for technical kit for the fish tank in the Marine Centre.**

**e) Dementia Friendly Parishes around the Yealm**

This group has now gained national recognition for the work it is doing to assist families and people who suffer from dementia.

**17-083 URGENT MATTERS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**  
**None.**

**17-084 TO RECEIVE REPORTS FROM THE COUNTY OR DISTRICT COUNCIL ON MATTERS AFFECTING WEMBURY**  
**DEVON CC**

**Cllr Hart** was congratulated on his return as leader of Devon County Council with an increased majority.

The TAP Fund for 2018 will revert back to the original concept ie for communities to join together to help themselves and to providing new ideas.

The DCC budget this year has saved £30M and £11M will be taken from reserves to balance the budget. DCC is looking to save a further £30M from the budget next year which will have saved some £300M over 9 years.

The A379 has been surfaced in the dip between Brixton and Yealmpton and resurfacing work will take place in Heybrook Bay next week.

## **SOUTH HAMS DC**

**Cllr Brown** had attended the opening of the Rent Plus houses at the Knighton Hill development recently and was pleasantly surprised at the standard of accommodation provided. All the Rent Plus housing has gone to people with a local connection. He felt that early discussions between the local community and developers definitely results in a better standard of development all round.

South Hams DC and West Devon DC are currently considering a full merger and initial talks will begin later this week.

SHDC has rejected the proposed Blue Cedar development at St Werburgh Close, but the developer will probably go to appeal, or submit a revised planning application.

The prevention of Fly Tipping Posters are now ready and due to be launched later this week. After the official launch, copies can be sent to all the parishes for suitable display. He was also concerned, as was Cllr Giles, about random litter piles being dumped on the highway verges around Wembury Parish. This should also be highlighted in any anti littering campaign by South Hams DC.

**Cllr Cane** reported that he had received a lot of objections to the Blue Cedar development mentioned above and both he and Cllr Brown had passed these on to the planning officers.

## **17-085 TO RECEIVE REPORTS FROM COMMITTEES AND REPRESENTATIVES**

### **i) WEMBURY SCHOOL REPORT**

The Headteacher's report was circulated and taken as read. Councillors offered their congratulations to the School for their recent achievements. Read the Headteacher's BLOG on the School website at [www.wemburyprimary.co.uk/26617](http://www.wemburyprimary.co.uk/26617).

### **ii) WEMBURY WAR MEMORIAL VILLAGE HALL**

No report on this occasion.

### **iii) LEISURE FACILITIES WORKING GROUPS**

#### **a) Wembury Recreation Ground**

##### **i) Transfer of Land & Facilities**

**The Clerk** reported that the final contract regarding the transfer of the Wembury Recreation Ground and facilities is currently with the working group for final comments.

##### **ii) Taylor Wimpey Work**

**The Clerk** reported on a site meeting that afternoon with the Working Group and Taylor Wimpey to agree the entrance details to the Recreation Ground and footpath to the School. Members thanked Adam King for his valuable input to the entrance designs.

#### **b) Wembury Future Verges Action Plan**

**The Vice Chairman** informed members that the Action Plan was progressing well with a second survey of the verges completed. A poster is currently being prepared to help involve the local community in the future maintenance of the verges around the parish.

A grant of £1660 from the Devon CC Highway Maintenance Community Enhancement Fund has been applied for, which is the outstanding money required to complete this year's Action Plan in full.

**Cllr Hart left the meeting at this point.**

**c) Recreation Facilities**

**Cllr Bennett** reported as follows:-

**i) Youth Club**

The average attendance has dropped slightly to 15 per session, but the two young leaders have completed all their training and are doing a good job. Grant funding for the coming year has been sought from Devon Youth Service to cover wages, equipment, insurance and rent.

**ii) MUGA Lighting**

Martin Newcombe has had to engage a different ground works contractor who has yet to provide a quote, before the final total quote can be produced.

**iii) Football**

Ian Shannon has handed over the running of the junior team to the Wembury School. There is also a possibility that the senior team could be reformed for the 2017/18 season.

**iv) Beach Emergency Telephone**

Salcombe Harbour Authority who is responsible for beach safety has been asked to replace the very faded sign indicating the position of the emergency telephone.

**iv) LOCAL PLANS**

**a) SHDC Joint Local Plan**

**Cllr Brown** reported that the Joint Local Plan is developing more strength and is likely to be approved early next year.

**b) Neighbourhood Plan**

**The Vice Chairman** reported that the Community Survey is nearly finalised and will be circulated shortly. The best delivery method to all residents is currently being debated. The Parish Council is holding a budget of £4,000 for the Neighbourhood Plan, payable against approved invoices.

**v) COMMUNICATIONS GROUP**

**Cllr Brown** reported that he has now set up a Wembury Parish Council Twitter Account. Both the WPC App and Facebook continue and are being used. The website is now looking good and useful data is slowly being building up. Many of these features can be shown at the Wembury School Summer Fayre.

**vi) BEACH LIAISON GROUP MEETING**

**Cllr Packer** had circulated via email, a copy of the draft notes of the meeting held on 15 June 2017. The notes were taken as read.

**vii) OTHER COMMITTEES / GROUPS / REPRESENTATIVES**

**None.**

**17-086 FINANCIAL REPORTS**

**i) Financial Statement for 26 June 2017.**

**The Vice Chairman** presented the financial statement as per ANNEX C.

**RESOLVED: The Financial Statement for 26 June 2017 is approved, as detailed in ANNEX C.**

**ii) Internal Audit Report & Clerks Comments**

**The Clerk** had already circulated the report and his comments. He went through each item and explained that most of the comments had already been complied with and that the three main remaining issues were:-

a) **The Clerk should maintain a cashbook in a form which complies with accounting requirements. Following discussions the Clerk agreed to look at a different form of cashbook accounting.**

b) **The Council should review how it monitors progress against the budget and reconciliation with the bank accounts.** A lengthy discussion ensued. Cllr Giles proposed, seconded by Cllr Cammack that financial monitoring against the budget and bank accounts should be provided to the Parish Council on a quarterly basis. The resolution was approved unanimously.

**RESOLVED: Financial monitoring against the budget and bank accounts should be provided to the Parish Council on a quarterly basis.**

c) **The Wembury Parish Council Asset Register should have itemised costs.** The Clerk had already circulated the costed Asset Register. Cllr Brown proposed, seconded by Cllr Curtis, that the costed Asset Register is approved as shown in **ANNEX D**. The resolution was approved unanimously.

**RESOLVED: The costed Asset Register is approved as shown in ANNEX D.**

**iii) Review of Financial Signatories**

**The Clerk** had already circulated a list of Financial Signatories. Cllr Newnham proposed, seconded by Cllr Bennett, that the list of Financial Signatories as shown in **ANNEX E** is approved. The resolution was approved unanimously.

**RESOLVED: The list of Financial Signatories as shown in ANNEX E is approved.**

**17-087 EXCHANGE OF INFORMATION**

None.

**The Vice Chairman** thanked all the councillors for their attendance and closed the meeting at 9.14 pm.

Roy Fairclough  
Clerk

## **ANNEX A to Wembury Parish Council Minutes – 26 June 2017**

### **1.0 PLANNING APPLICATIONS CONSIDERED BY WEMBURY PC**

#### **1481/17/HHO – No objection**

78 Mewstone Avenue Wembury Devon PL9 0HT  
Householder application for front extension and loft conversion

#### **1752/17/HHO – No objection**

Aveley Colliers Close Wembury PL9 0JN  
Householder application for provision of balcony over flat roof to rear.

#### **1785/17/HHO – No objection**

77 Mewstone Avenue Wembury PL9 0HU  
Installation of a new dormer and rooflights within existing loft conversion.

#### **1867/17/FUL & ADV – No objection**

Wembury Beach Car Park - Pay & Display machines and signage

#### **2010/17/TPO 72010 – No objection**

##### **Works to a TPO Tree**

42 Knighton Road Wembury Devon PL9 0EB  
T1: Beech - Removal of storm-damaged broken branch facing West over garden approx 7 metres from ground level.

#### **Request for a TPO – Ref 379949 – Support TPO Order**

80 Church Road, Wembury, PL9 0JP - T1: English Elm

### **2.0 FOR INFORMATION ONLY**

#### **1624/17/NMM**

1 Crossways Wembury Devon PL9 0EY  
Non-material amendment to householder consent 0083/17/HHO (single storey rear extension and new entrance porch) Omit patio door from west elevation/living room and add window. Omit window from west elevation of utility room. Add window to west elevation of kitchen/dining room extension

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## **ANNEX B to Wembury Parish Council Minutes – 26 June 2017**

### **INWARD CORRESPONDENCE FOR INFORMATION**

#### **FOR INFORMATION - Emails & Emailed Letters**

**South Dartmoor Community Energy** - Community Energy Revolution Event on 5th July in Ivybridge Library from 7-8.30 in support of Community Energy Fortnight 2017

**Campaign to Protect Rural England (CPRE) Devon** - "Our Outdoors" Competition 2017

**Cornwall and West Devon Mining Landscape World Heritage Site** - Supplementary Planning Document: Adoption Statement

**Dementia Friendly Parishes around the Yealm** – National recognition for work

**Various Planning Comments**

#### **MAGAZINES / NEWSLETTERS – Circulated in the normal way**

**None**

#### **EMAILS**

102 General emails circulated since the last Mailings on 16 May 2017

## ANNEX C to Wembury Parish Council Minutes – 26 June 2017

### FINANCIAL STATEMENT

**Total All Accounts at 22 May 2017** **£58,829.74**

#### FINANCIAL STATEMENT 26 JUNE 2017

##### Guidebook Account

Opening Balance 22 May 2017		£3,771.47	
Sales for Period	4	£14.00	
Copies remaining unsold - now updated book	1,694		
June Interest		£0.16	
Closing Balance		<b>£3,785.63</b>	
(£10,000 in 12 Month High Interest Account)		<b>£10,000.00</b>	
<b>Balance at 26 June 2017</b>			<b>£13,785.63</b>

##### Instant Savings General Account

Opening Balance 22 May 2017		£42,962.96	
Includes £5500 Office Fund - (2006-09)			
Includes £5000 Grounds Maintenance Fund			
June Interest		£1.78	
Transfer to Current Account		-£3,000.00	
<b>Balance at 26 June 2017</b>			<b>£39,964.74</b>

##### Current Account

Opening Balance 22 May 2017		£1,717.95	
Zurich Municipal Insurance	2621	-£513.94	
FireSafetyMattersSWLtd- DTCR Certificate	2622	-£27.00	
Event Shelter	2623	-£137.48	
IAC Internal Audit	2624	-£180.00	
Devon Communities Together Subs 2017/18	2625	-£50.00	
Wembury Allotment Association S137 Grant	2626	-£400.00	
<b>Electronic Transfers</b>			
K Rennells - Verges Project Ph1		-£1,331.25	
Clerks Salary & Expenses - May		-£1,183.37	
Transfer from General Account		£3,000.00	
BT - Broadband		-£90.00	
<b>Balance at 26 June 2017</b>			<b>£ 804.91</b>

**VAT to be reclaimed** **£ 426.86**

**Total All Accounts at 26 June 2017** **£54,982.14**



## ANNEX D to Wembury Parish Council Minutes – 26 June 2017

### ASSET REGISTER 2017-2018

#### OFFICE EQUIPMENT

Computer & Associated Software	£ 1754.60
3 Filing Cabinets	£ 701.84
Index Cabinet	£ 116.97
Telephone, Fax & Answerphone	£ 350.92
Office Stationary	£ 233.95
Storage Unit for Guide Books	£ 744.99

#### STREET FURNITURE

2 No Lighting Columns (IEP)	£ 2166.15
6 No Bus Shelters (IEP)	£20819.09
Granite Bench Seat	£ 785.03
2 No Aluminium Notice Boards	£ 1570.06
Car Park Flood Light	£ 419.51
2 No Wooden Bench Seats	£ 419.51
12 No Wooden Notice Boards	£ 5398.51
Guide Books in Store	£ 6813.96
Ordnance Survey Maps	£ 233.95

**Total** **£42,529.04**

## ANNEX E to Wembury Parish Council Minutes – 26 June 2017

### FINANCIAL SIGNATURES

The following Wembury Parish Councillors are entitled to sign cheques, or sanction electronic payment of Wembury PC funds.

<b>Parish Councillors</b>	<b>J Stansell</b>	<b>Chairman</b>
	<b>J Bennett</b>	
	<b>D Brown</b>	<b>District Councillor</b>
	<b>A Cammack</b>	<b>Vice Chairman</b>
	<b>D Drought</b>	
	<b>J Hart</b>	<b>County Councillor</b>
	<b>R Newnham</b>	
	<b>D Packer</b>	
<b>Clerk</b>	<b>R Fairclough</b>	