



# wembury

## Parish Council

**DRAFT**

<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>M Chown</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>Clerk</b>	<b>R Fairclough</b>

**Minutes of the Wembury Parish Council Meeting held at the Wembury War Memorial Village Hall, on Monday 26 November 2018.**

### **18-132 OPENING THE MEETING**

Cllr Stansell opened the meeting at 7:32 pm and was pleased to see so many people attending the meeting.

### **18-133 Future Parish Council Group - New Clerk Appointment**

The Chairman informed members that following interviews, the Future Parish Council Group was delighted to recommend Anne Towill for the job of Clerk to commence on 1 January 2019, upon the retirement of the existing Clerk. Members discussed the conditions of employment and Cllr Brown proposed the following resolution, seconded by Cllr Cammack, which was approved unanimously.

**RESOLVED: That Anne Towill is appointed Clerk to Wembury Parish Council, commencing on 1 January 2019, in accordance with the NALC / SLCC contract, for 17 hours per week at salary grade 26.**

It was further agreed that Anne would shadow the existing Clerk until 1 January 2019 and be paid on an hourly basis. Both new and old Clerks to work together in January, with Anne taking over fully on 1 February 2019.

### **18-134 APOLOGIES**

Apologies received from Cllr Hart and PCSO Andy Potter.

### **18-135 DECLARATION OF INTEREST & DISPENSATION REQUESTS**

There were no Declarations of Interests or Dispensation Requests.

### **18-136 THE BUSINESS OF THE COUNCIL WAS SUSPENDED FOR THE PUBLIC TO MAKE OBSERVATIONS OR TO PUT QUESTIONS**

The Chairman suspended the business of the Council and opened this session to the public at 7:34 pm.

The 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) Police Report**

**PCSO Potter** had submitted the following written report which the Chairman read out:-

**From 27<sup>th</sup> October to 24<sup>th</sup> November**

**Wembury**

4<sup>th</sup> Nov. report of a common assault, no further Police action CR/102473/18

12<sup>th</sup> Nov. report of a dog out of control, enquiries ongoing CR/105763/18

Overnight 21<sup>st</sup> /22<sup>nd</sup> Nov. theft of property from van, Southland Park Road CR/108223/18

There were no further comments for the Police.

**ii) Emily Spurway, Public Rights of Way Officer, Devon CC**

**Emily Spurway** introduced herself and informed members that she was currently carrying out a review of all the Public Rights of Way within the Wembury Parish.

Emily then gave an informative PowerPoint presentation, starting with the history of the public rights of way through the legality of such rights, different types of public rights of way, to the present day plan and details of her review. She provided the Clerk with a plan showing the current Rights of Way within the parish.

Emily asked the audience to consider whether the current local knowledge agreed with the current plans and if not then to let her know, so any changes could be considered. A general discussion ensued. One area of concern was Brownhill Lane which many people thought was a bridleway but is in fact a footpath. This is one potential change. Any comments for changes should be backed up by suitable evidence and sent to Emily within the next six months. It is hoped to have the review completed and a new Public Rights of Way map published by Autumn next year.

The Chairman thanked Emily for her excellent presentation and encouraged members to contact her if changes are sought.

**iii) Liz Hitchins, Chair of Dementia Friendly Parishes around the Yealm**

**Liz Hitchins** introduced herself and thanked the Parish Council for their continued support for the Dementia Friendly Parishes around the Yealm group. She wished to update members, explaining that the group has been going for 6 years and had now become a charity to ensure sustainability. Maxine was now permanent staff. The work of the group has been nationally recognised and Wembury has been mentioned in several national documents and the House of Lords. There is lots going on in Wembury for families affected by dementia sufferers, but Liz wanted to see Wembury Parish Council showing that they were dementia friendly. She suggested that all the public buildings in Wembury should become dementia friendly and she offered to provide a checklist to the Clerk to make them so.

All the projects carried out are funded locally by grants and fundraising events, and the group is ahead of the game in supporting dementia affected families. Finally, Liz asked for further financial support from the Parish Council in order to continue the excellent work of the Dementia Friendly Parishes around the Yealm group.

**The Chairman** thanked Liz for her update and all the good work she was doing for dementia sufferers and looked forward to receiving the check list for public buildings. He said that members would consider her request for a grant later in the meeting.

**iv) Terry Clarke – War Memorial Stone**

**Terry Clarke** had written to the Parish Council requesting that a granite stone be placed on the triangle of ground near to the Wembury War Memorial Village Hall as a War Memorial.

Whilst he appreciated that the village hall was a war memorial itself, he felt that the hall meant different things to different people and that buildings do not last for ever. Whereas a memorial

stone could be seen and used by all for memorial gatherings and would last a long time. A general discussion ensued.

**Members felt that it was a good idea and would be discussed later in the meeting.**

**v) Planning Application 2918/18/HHO – 8 Hillcrest Close, Wembury**

**Mrs C Kosunen** spoke on behalf of local residents in opposing this planning application. She felt that the existing bungalow was being converted into a large house which affected all the neighbours. The proposal was overdevelopment of the site, with an overbearing building, which was out of keeping with the area and overlooked the neighbours, creating a loss of privacy. She urged the members to reject this planning application.

**Mr G Farmiloe** agreed with the comments of Mrs Costard and objected to the proposed planning application. The proposed building had a balcony longer than the village hall, which overlooked neighbours properties. The design of the building suggested that it could be turned into a business at a later date. He recommended rejection of the planning application.

**There were no further comments and the Chairman closed this open session at 8.37 pm to resume Parish Council business.**

**18-137 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29 OCTOBER 2018.**

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

**18-138 MATTERS ARISING FROM THE MINUTES**

**18-124 i) Stones in ‘The Narrows’**

**The Clerk had now received the details for Mrs Veal and would contact her.**

**18-124 ii) Wembury Speed Monitor**

**Cllr Packer** had circulated details and costs of the software that would provide more information about the speed of vehicles driving past the speed monitor. **To be reviewed.**

**18-124 iii) Pedestrian Access to the Barton Close Car Park**

Barton Close car park is due to be altered this week, to make it safer for people to walk into the car park from Barton Close.

**18-139 TO RECEIVE THE MONTHLY PLANNING REPORTS**

**i) Meeting with SHDC Development Management Committee**

**The Chairman** has now sent the letter to Cllr Steer at South Hams DC.

**ii) Planning Applications**

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

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

**18-140 TO RECEIVE INWARD CORRESPONDENCE**

**i) FOR ACTION - Emailed Letters & Emails**

**a) Citizens Advice South Hams – Annual Report & Request for funding**

**b) Ring & Ride – Request for funding**

Both a) & b) were taken later in the meeting.

**c) Terry Clarke**

**Terry** had earlier explained his written request for a dedicated War Memorial at the Mewstone Avenue / Church Rd junction. A general discussion ensued. Cllr Brown said that the suggestion had been well received on the WPC Facebook page. Members were generally in favour of such

a memorial. It was agreed that the WRG Group should meet with Terry to discuss this matter further. Cllrs Packer, Giles and Curtis also wished to attend the meeting.

**d) South Hams DC – Peer Review Challenge**

**Cllr Packer** agreed to attend the group session on Wednesday 28th November 14:00-15:30 at Follaton House, Totnes, for Town and Parish Councillors to meet members of the Peer Team. He would report back to Council.

**ii) FOR INFORMATION- Emailed Letters & Emails**

The correspondence in ANNEX B had all been circulated via email and were taken as read.

**18-141 URGENT MATTERS BROUGHT FORWARD AT THE CHAIRMAN’S DISCRETION**  
None.

**18-142 TO RECEIVE REPORTS FROM THE COUNTY OR DISTRICT COUNCIL  
ON MATTERS AFFECTING WEMBURY  
DEVON CC**

**Cllr Hart** – No report on this occasion.

**SOUTH HAMS DC**

**Cllr Brown** reported that South Hams DC will vote on 10 December 2018 whether to outsource the waste service. This could improve the service and save on costs. South Hams DC has now formally agreed not to renew the lease on the Wembury Toilets. It would be up to the National Trust to keep the toilets, once the lease runs out in 2 years time. The holiday units to be built at the Mussel Inn, Down Thomas has been passed. Following recent training around planning law, Cllr Brown indicated that third parties may be liable for costs if SHDC loses an appeal based on third party information and costs are awarded to the applicant. Cllr Brown confirmed that only a small part of Follaton House is used by South Hams DC with the rest being let.

**Cllr Cane** informed members that the government were looking at making packaging manufacturers pay for all recycling costs. This would save about £1m per year. Working from home on a Friday could also save money and is being considered. This year Bovisand beach has been classed as excellent and Wembury beach good. Cllr Cane hoped that the Parish Council would support the grant request from the Citizens Advice South Hams which provides an excellent service.

**18-143 TO RECEIVE REPORTS FROM COMMITTEES AND REPRESENTATIVES**

**i) WEMBURY SCHOOL REPORT**

The report by the Headteacher was taken as read.  
Read the Headteacher’s BLOG on the School website at [www.wemburyprimary.co.uk](http://www.wemburyprimary.co.uk)

**ii) WEMBURY WAR MEMORIAL VILLAGE HALL**

The report by Brian Dixon, Chairman WWMVH CIO, was taken as read.

**iii) LEISURE FACILITIES WORKING GROUPS**

**a) Wembury Recreation Ground**

**Cllr Bennett** reported on a meeting of the WRG group held on 19 November 2018, when the following items were fully discussed.

**i) Children’s Play Area**

**Cllr Bennett** had circulated to members the final design of the scheme by Rhino Play, as

influenced by the survey carried out at the school and local organisations. He explained that due to minor design changes and the incorporation of facilities for disabled children, the total cost of the scheme was now £80,000. Cllr Bennett had applied to the Big Lottery Fund for a grant of £40,000.

**The Clerk** had circulated a suggested breakdown of the S106 monies in order to complete the Master Plan for the Wembury Recreation Ground.

A lengthy and lively discussion ensued. Everyone liked the final design, but it was generally felt that it was not acceptable to spend 50% of the S106 money on one scheme, as others projects could suffer.

Cllr Brown proposed the following resolution, seconded by Cllr Packer, which was approved by 7 votes for, with 3 against and 1 abstention.

**RESOLVED: Wembury Parish Council approve the final design of the Wembury Play Park as designed by Rhino Play and allocate £45,000 from the S106 money to start the scheme.**

It was also agreed that the WRG group should meet Rhino Play to agree a suitable programme of works commensurate with the money available.

**The Chairman** and members thanked Cllr Bennett for all his hard work in getting the scheme designed and to the implementation stage.

#### **ii) Planting Maintenance**

**Adam King**, Wembury Tree Warden, has informed the Clerk that trees and the planting within the Wembury Recreation Ground now require maintenance.

**The Clerk** reported that Eco Land Management has quoted £458.4 for maintenance of the Phase 1 & 2 planting to the Wembury Recreation Ground. He suggested that £500 should be allocated for this work, as several small whips will also need to be replaced. A discussion ensued. Cllr Curtis proposed the following resolution, seconded by Cllr Drought which was approved unanimously.

**RESOLVED: Eco Land Management to carry out maintenance of the planting within the Wembury Recreation Ground up to the value of £500 and in accordance with their quote.**

#### **iii) Phase 3 Planting Scheme**

**Adam King** had produced drawings for the Phase 3 planting scheme on the Wembury Recreation Ground, which had been circulated to members. A discussion ensued.

Cllr Brown proposed the following resolution, seconded by Cllr Drought, which was approved unanimously.

**RESOLVED: The design for the Phase 3 planting scheme for the Wembury Recreation Ground is approved and 3 quotes should now be obtained to carry out the planting.**

#### **iv) Trim Trail and Zip Wire**

A quote has been obtained from Rhino Play for the Trim Trail and Zip Wire projects, which is currently being considered by the WRG Group.

#### **v) WRG Administration**

**The Clerk** asked the WRG group to look at the future administration and maintenance of the WRG.

#### **b) Leisure Facilities**

##### **i) No 48 Bus Route – Bus Shelter**

**Devon CC** has now engaged another supplier, Euroshel, and the Clerk had circulated a suggested design for the Bus Shelter to be located in the verge near to the Church Road / Mewstone Avenue junction.

A short discussion ensued. Cllr Drought proposed the following resolution, seconded by Cllr Giles, which was approved unanimously.

**RESOLVED: The Euroshel enclosed stainless steel Bus Shelter is approved for erection in the verge near the junction of Church Road / Mewstone Avenue, Wembury, using the S106 budget.**

**iv) LOCAL PLANS**

**a) SHDC Joint Local Plan**

**Cllr Brown reported that he would make suitable comments on the modifications of the Joint Local Plan, which is currently out for consultation.** SHDC hope the Joint Local Plan modifications will be approved by Jan / Feb and the plan finally approved in March 2019.

**b) Wembury Neighbourhood Plan**

**Cllr Packer** reported that the Neighbourhood Plan Steering Group are putting a programme together with Devon Communities Together (DCT), to produce the Neighbourhood Plan and to apply for suitable grants to fund the costs.

The group is still arranging a suitable public meeting.

A statistician is currently looking at the draft Community Survey to make it less vague and to produce more specific information.

**vi) GIGACLEAR**

**The Chairman** reported on the meeting held with Gigaclear on 7 November 2018. They had been asked for a schedule of their works in the area, but had been reluctant to provide it as their work changed frequently. However, it is unlikely that they will be doing any further work in Wembury Parish before the New Year. Gigaclear had been informed that their proposed diversion when carrying out works in 'The Narrows' in Down Thomas was not suitable. So they agreed to look at carrying out the work at the weekend or evening, when there are fewer HGV vehicles on those roads. A lively discussion ensued. It was felt that Gigaclear are not clear about what they are doing and where the internet service will be improved. However, there will be some disruption during their work, but it is perhaps better to get it over with as quickly as possible. **The Chairman said the Parish Council would press Gigaclear for information about their work and circulate when received.**

**vii) BEACH LIAISON GROUP**

**Cllr Packer** had circulated draft notes of the Beach Liaison meeting held on 15 November 2018. If anyone has any comments then they should contact him. There were several items that the group would like the Parish Council to become involved with:-

- i) To request a list of all the SWW assets and maintenance schedules within Wembury Parish
- ii) Whether the buoys should be stored and put out locally, or that a local body should pay for them to be put out in future.

**The Chairman and Clerk will discuss further with Cllr Packer and Cllr Drought and report back.**

**viii) OTHER COMMITTEES / GROUPS / REPRESENTATIVES**

**a) River Yealm Harbour Authority**

**Cllr Drought** reported that the authority was currently looking for a new Harbour Master as they had parted company with the current one. **He would seek the authority's views on the putting out of buoys.**

**18-144 FINANCIAL REPORTS**

**i) FINANCIAL STATEMENT FOR NOVEMBER 2018**

**The Chairman** presented the financial report as per ANNEX C.

**RESOLVED: The 26 November 2018 Financial Statement is approved, as detailed at ANNEX C.**

**ii) S137 GRANT REQUESTS**

**a) Citizens Advice South Hams**

**Citizens Advice South Hams** had provided details of the number of people assisted over the last 12 months and requested a contribution towards their operating costs. A short discussion followed. Cllr Brown proposed the following resolution, seconded by Cllr Bennett, which was approved unanimously

**RESOLVED: To grant £250 to the Citizens Advice South Hams from the S137 budget, to go towards their costs for assisting people within Wembury Parish.**

**b) Ring & Ride**

**The Ivybridge & District Ring & Ride** had provided information about the number of journeys carried out for Wembury Parish residents and requested a financial contribution towards their costs. A short discussion followed. Cllr Bennett proposed the following resolution, seconded by Cllr Curtis, which was approved unanimously.

**RESOLVED: To grant £200 to the Ivybridge & District Ring & Ride from the S137 budget, to go towards running costs of journeys within Wembury Parish.**

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

The request of financial assistance to help the work of Dementia Friendly Parishes around the Yealm by Liz Hitchins earlier in the meeting was discussed. Cllr Newnham proposed the following resolution, seconded by Cllr Bennett, which was approved unanimously.

**RESOLVED: To grant £250 to Dementia Friendly Parishes around the Yealm from the S137 budget, to go towards sustaining their excellent work within Wembury Parish.**

**iii) FINANCE SUB COMMITTEE**

**The Clerk** reported that the Finance Sub Committee will be held on Thursday 29 November 2018 in the Down Thomas Community Room, commencing at 6 pm. He would circulate an agenda and financial information, to be able to agree next year's budget and to set the 2019/20 precept. All members are invited to the meeting.

**18-145 EXCHANGE OF INFORMATION**

None.

**The Chairman** thanked all the councillors for their attendance and closed the meeting at 10.02 pm.

Roy Fairclough  
Clerk

## ANNEX A to Wembury Parish Council Minutes – 26 November 2018

### i) PLANNING APPLICATION DECISIONS BY WEMBURY PC

**2918/18/HHO – OBJECTION – Overdevelopment, overbearing, out of keeping with area, overlooking of neighbours with large balcony, could potentially be used for work purposes at a later date – all the local neighbours are objecting and petitioned the Parish Council meeting.**

Householder application for extension to create new first floor accommodation and associated works, new flat-roofed carport and gardenstore  
8 Hillcrest Close, Wembury, PL9 0HA

**3300/18/HHO – No objection**

Householder application for provision of the installation of Cedral Lap Cladding in Slate grey to 3 elevations ( North, East and South ) to first floor starting nominally 3000mm from ground level  
16 Cory Court, Wembury, PL9 0ER

**3413/18/OPA – No objection – contractor to be aware of causing potential traffic problems with narrow road access**

Erection of 3no detached dwellings  
5 Wembury Cottage, Bovisand Lane, Down Thomas, PL9 0AE

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## ANNEX B to Wembury Parish Council Minutes – 26 November 2018

### FOR INFORMATION - Emails & Emailed Letters

**Yealm Community Energy Community Funds** – First recipients – Meeting on 13 December in the YCE WI Hall at 7.00 pm

**Wembury Local History Society** – Thank you email for S137 Grant

**Devon Wildlife Trust** – Thank you letter for S137 Grant

**Planning Comments & Enforcement Cases** – Numerous and varied

**Training Courses** - Various

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

**Clerk & Councils Direct** – Nov 2018 Issue 120

**LCR** – Autumn 2018

**The Clerk** - Nov 2018 Vol 49 No 6

### EMAILS

84 General emails circulated since the last Mailings on 23 October 2018

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## ANNEX C to Wembury Parish Council Minutes – 26 November 2018

**Total All Accounts at 29 October 2018** **£234,237.60**

### FINANCIAL STATEMENT 26 NOVEMBER 2018

#### Guidebook Account

Opening Balance 29 October 2018	£14,144.17	
Sales for Period	0	£0.00
Copies remaining unsold - updated book	1,573	
November Interest		£0.60
Closing Balance		<b>£14,144.77</b>
<b>Balance at 26 November 2018</b>		<b>£14,144.77</b>

#### Instant Savings General Account

General Opening Balance 29 October 2018	£52,514.57	
Includes £5500 Office Fund - (2006-09)		
Includes £10,000 Grounds Maintenance Fund		
November Interest		£9.24
<b>Electronic Transfers / Payments</b>		
Transfer to Current Account	-£2,000.00	
<b>General Balance</b>		<b>£50,523.81</b>
<b>WPC S106 Money</b>	£164,633.00	
<b>S106 Balance</b>		<b>£164,633.00</b>
<b>Balance at 26 November 2018</b>		<b>£215,156.81</b>

#### Current Account

Opening Balance 29 October 2018	£2,498.63	
Local History Society S137 Grant	2676	-£125.00
WWMVHall Xmas Tree / Lights S137 Grant	2677	-£250.00
<b>Electronic Transfers / Payments</b>		
Clerks Salary + Expenses Sept	-£1,192.64	
J Friend - Invoice No 1/18		-£85.00
Transfer from General Account	£2,000.00	
NPower DTCR - DD		-£44.61
Closing Balance		<b>£2,801.38</b>
<b>Balance at 26 November 2018</b>		<b>£2,801.38</b>

**Total All Accounts at 26 November 2018** **£232,102.96**

**VAT to be reclaimed** **£449.35**

**TOTAL** **£232,552.31**