

THURLESTONE PARISH COUNCIL  
Minutes of Parish Council Meeting  
ANNUAL MEETING

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<b>Date:</b> 9 <sup>th</sup> May 2023		<b>Venue &amp; Time:</b> Thurlestone Parish Hall, 19.30 hrs
<b>Present:</b> Cllr Rosa Lewis (in the Chair) Cllr Eric Palmer Cllr Adam Ryan Carter Cllr Gill Stone	<b>In Attendance:</b> Kathy Harrod (Parish Clerk) Gill Munn (outgoing Chairman) SHDC Cllr Samantha Dennis SHDC Cllr Mark Long Parishioners/guests: 3	<b>Apologies:</b> Cllr Rufus Gilbert

REF 2023/24 MINUTES

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**143 ELECTION OF CHAIRMAN**

The outgoing chairman, Jill Munn took the chair and welcomed everyone to the Annual Meeting of Thurlestone Parish Council before giving the following speech:

Tonight a new Chairman is elected.

After twelve years of serving on the Parish Council I have decided to give retirement a go! I am proud to have served this beautiful parish and I leave in the knowledge that Thurlestone has an excellent Parish Plan thanks to Sue Crowther and the team.

I couldn't leave without thanking another former Chairman, Jack Rhymes for an excellent Coronation Street Party – thank you, Jack and the team!

I would like to thank Sian Williams and Sue Crowther for their excellent input over the years, Sian, Sue and Paul Gunning have all now stepped down. Finally, thanks also to Kathy, our Parish Clerk, whose help and advice has been invaluable, thank you Kathy. Some of you may also know that Kathy too, has recently tendered her resignation, we wish her all the best in her future adventures.

This being the Annual Meeting of the Parish Council, outgoing Chairman, Cllr Munn took the Chair whilst the 2022/23 Chair of the Parish Council was elected. Cllr Lewis was proposed as Chairman by Cllr Stone, seconded by Cllr Ryan Carter and voted through unanimously. At this point Cllr Munn officially retired from post having handed over the gavel and wished everyone well, Cllr Lewis then took over as Chairman of Thurlestone Parish Council.

Cllr Lewis asked for proposals for the Vice Chairman. Cllr Ryan Carter proposed Cllr Stone, this was seconded by Cllr Palmer.

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**144 ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT**

Cllr Lewis signed the acceptance of Office as Chair of the Parish Council for the 2023/24 year. All Councillors again undertook to abide by Thurlestone Parish Councils' Code of Conduct.

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**OPEN FORUM**

There was an open forum of 15 minutes at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish. The following matters arose:

- a) Rupert Stockwell from the Rockbox attended to confirm that he would like to work with the parishes to ensure that the Rockbox is acceptable to all.
- b) It was noted that signage for Buckland has been ordered.
- c) David Stone thanked the outgoing Parish Councillors for all their hard work over the years. Also thanks to Jack Rhymes and the team for all the work and effort that went into organising the Coronation event.
- d) There are issues with overflowing bins with rubbish and dog waste at certain areas in the parish. Cllr Long advised that the bins are being reviewed as are the charges. Cllr Ryan Carter has already commenced a survey

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of requirements for another project, the information collated to date will be shared with the Councillors, and once updated will be forwarded to South Hams District Council. It was noted that bins have to be sited in areas that are easily accessible. When SHDC are made aware of full bins they are targeted to empty them within 24 hours of the notification being received. Please report full bins via this link:

<https://apps.southhams.gov.uk/webreportit>

**To receive reports from County and District Councillors and to ask any questions arising:**

#### **DEVON COUNTY COUNCIL REPORT:**

**Cllr Rufus Gilbert, Email: [rufus.Gilbert@devon.gov.uk](mailto:rufus.Gilbert@devon.gov.uk)**

1. Things are progressing as per the annual report provided in April.
2. Devon County Council are looking to work with South Hams District Council to continue the works that have already commenced between the two organisations.
3. Finances are better than anticipated. A full review is taking place, more information will be shared at the next meeting.
4. We have seen a dramatic increase in the number of potholes over the last six weeks. Noted the number of potholes being reported and repaired has fallen year on year. However, there is currently a backlog and a time delay in filling the existing holes. .

#### **DISTRICT COUNCILLOR REPORTS:**

**Email Cllr Samantha Dennis: [samantha.dennis@swdevon.gov.uk](mailto:samantha.dennis@swdevon.gov.uk)**

**Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)**

1. Following the recent elections, the council is now administered by a Liberal Democrat majority. All positions are yet to be filled; this will be confirmed at a full council meeting on 25<sup>th</sup> May.
2. Thanks were given to the previous councillors for all they have done for the parish. Many people do not appreciate how much time Councillors give voluntarily. With this in mind, all Councillors, past and present, were thanked for their commitment to the parish.
3. Cllr Dennis attended the Coronation event and congratulated the organisers on a superb celebration.

**It takes two minutes to report a problem, please help keep our community beautiful.**

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

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The Meeting Convened

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#### **145 Welcome & Apologies**

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#### **146 MINUTES OF PREVIOUS PARISH COUNCIL MEETING (April 2023)**

It was resolved to accept the minutes of the Parish Council meetings of 3<sup>rd</sup> & 17<sup>th</sup> April 2023, they were then signed by the Chairman.

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#### **147 DECLARATIONS OF INTEREST**

No declarations of interest were received. No updates to the Registers of Interest were received.

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#### 148 REVIEW & ACCEPTANCE OF KEY POLICIES AND PROCEDURES

The councillors resolved to accept key policies and procedures subject to the safeguarding policy being updated to include vulnerable adults

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#### 149 APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES

The mandate of the Clerk as Responsible Financial Officer for the Council was renewed after a proposal by Cllr Stone, seconded by Cllr Ryan Carter and voted unanimously. This gave the mandate solely to Mrs Katharine Harrod.

The Clerk provided the following roles/liasons/leads on outside bodies. It was resolved to delay the remaining allocations until such time as a full (or near full) contingent of Councillors have been elected or co-opted to the council. In the meantime, the Clerk will assume temporary responsibility for the roles.

- Police Liaison - VACANT
- Parish Hall - Cllr Stone
- Tree Warden - Cllr Ryan Carter
- Footpaths P3 Paul Gunning
- Emergency Planning Officer- Clerk
- School/safeguarding - VACANT
- Neighbourhood Plan - VACANT
- Newsletter Article - Cllr Lewis
- Planning Responses - Cllr Stone
- Snow Wardens - Cllr Palmer
- GDPR Officer - Clerk
- Friends of Thurlestone Church - VACANT
- Enforcement Liaison - Cllr Lewis
- Climate & Ecology - VACANT
- Street furniture/Assets - VACANT
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**Co-option of new Councillors:** There being no potential candidates having expressed an interest in the three vacancies, this item was deferred until the June meeting.

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#### 150 Clerks Report:

- a) Patching works between Bantham and West Buckland: Monday 12<sup>th</sup> June to Thursday 15<sup>th</sup> June.  
Patching and resetting of some drain covers.  
Due to the nature of the works a road closure is required and the diversionary route for traffic will signposted and advance signs will also be placed on the Highway.

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- b) Airband Road Closure 3<sup>rd</sup> – 7<sup>th</sup> July Eddystone Rd to Kerse Cross, a diversion route will be in place.
- c) Vacancies, councillors (3) clerk
- d) Coronation Event: We have received many compliments from those who attended the Coronation event organised by former Thurlestone Parish Council Chairman, Jack Rhymes. We would like to thank Jack and the team for all their hard work and for making the day such an enjoyable occasion.

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**151 Planning & Enforcement**

**a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:**

- 1. Rockbox: New premises license, Field Adjacent to Thurlestone Golf Club Car Park, Thurlestone, Kingsbridge, TQ7 3NZ. Sale of alcohol for consumption on and off the premises, Monday to Sunday from 11am to 10pm. (24/5)  
**TPC Support on the basis that noise controls are in place including no live music or DJ's.**
- 2. 3013/22/FUL, Aune Cliff, READVERTISEMENT (amended plans) Demolition & replacement of existing dwelling & related landscape enhancements 1/6 – **TPC Object.**
- 3. 1607/23/COM, 4 Avonside, Bantham, Notice of intention to install a telegraph pole at 10.5m high. **TPC Support.**
- 4. Information Only, no statutory consultation requirement: 1372/23/ARC, 24 Mead Lane, Thurlestone, approval of details reserved by condition 5 (materials) of planning consent 4405/22/HHO. **No comment required.**
- 5. Information Only, no statutory consultation requirement: 1482/23/NMM, Thurlestone Golf Club, Non-material minor amendment to planning consent 3643/19/FUL. **No comment required.**
- 6. Information Only, no statutory consultation requirement: 1503/23/NMM, West Buckland Farm, Non-material minor amendment to planning consent 2160/22/HHO to reduce floor area, refine detailing of south extension and minor changes to barn. **No comment required.**

**b) South Hams District Council Decisions:**

- 1. 2786/20/FUL, West Buckland Barn, TQ7 3AJ. **No Decision Yet.**
- 2. 0915/22/FUL, Land off Bantham Beach Road. **No Decision Yet.**
- 3. 2605/22/FUL, Bantham Boathouse. **Refused.**
- 4. 2606/22/LBC, Bantham Boathouse. **Refused.**
- 5. 2643/22/VAR, Thurlestone Hotel. **Conditional Approval.**

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6. 3013/22/FUL, Aune Cliff. **No Decision Yet.**
7. 3366/22/CLP, Onnalea, Bantham. **Certificate of Lawfulness (Proposed) Certified.**
8. 4118/22/FUL, Edgecombe House, West Buckland. **No Decision Yet.**
9. 0322/23/HHO, 31 Court Park, Thurlestone. **Conditional Approval.**
10. 0401/23/HHO, 2 Leonards Close, Thurlestone, 13/4 **No Decision Yet.**
11. 0856/23/FUL, Summerstrand, Eddystone Rd, 20/4 **No Decision Yet.**
12. 0816/23/HHO, 12 Court Park, 27/4. **Conditional Approval.**

#### c) ENFORCEMENT

Please note that the Enforcement Lists are confidential and issues concerning Enforcement cannot be discussed at a public meeting.

South Hams District Council are responsible for the enforcement of all planning breaches, the Parish Council have no authority to deal with issues of this nature.

Please will all parishioners continue to report full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via

[www.southhams.gov.uk/article/3043/Report-a-Planning-Breach](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

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#### 39 BUSINESS TO BE DISCUSSED:

- a) To consider the quotation received for works required on Warren Hill. A quotation of £625 has been received in respect of rebuilding the stone wall in six places along the supporting footpath. Councillors resolved to view the area and defer the decision until the June meeting.
- b) Proposal for a legacy asset following the Platinum Jubilee/Coronation. Two trees have recently been removed from the Churchyard and there are plans to replace with two mulberry trees. Councillors would support the planting of the trees. Costs for plaques will be brought to the next meeting.
- c) Neighbouring Parishes – Cllr Stone proposed we meet with neighbouring Councillors to encourage a better working relationship. Councillors resolved to approve the proposal. Cllr Stone will come to an arrangement with the Councillors to agree who will attend which other meetings.
- d) It was resolved to approve an open parish meeting with Peter Sandover, Chair of the South Devon AONB Partnership. Cllr Stone will take this forward.
- e) It was resolved to accept communications by email and approve official Council email addresses ending .gov.uk
- f) It was resolved to approve future Parish Council open session meetings for Parishioners to include a Police Community Surgery at the same time if possible. The first meeting will be arranged for October.
- g) Parish Hall Update: Parish Hall Minutes are available on the parish website. Congratulations were given again for the wonderful organisation around the Coronation events in the parish. There was a good turnout for all events across the weekend.

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#### 41 Receipts & Payments – Month 2, see Appendix A:

##### a. Receipts & Payments: Month 2.

Accounts to pay – Clerks Salary & HMRC, Parish Hall £12, & £24, Nick Walker Printing £172, Julian Lee £385, Bunting & Cups £105.33, Do it All Services £125, Pennon Water £112, Alison Marshall Audit £175, Occasional Cards £82.98, Globe Electrical public toilets £729.80, ICO Renewal £35, Ansvar Insurance Renewal £1,197.10

**The Councillors resolved to accept the payments.**

##### b. Governance:

- a) The Internal Audit has been received and circulated.

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- b) To update the bank mandate: It was resolved to add all current serving Councillors to the mandate.
- c) Section 101 of the Local Government Act 1972 allows a council to delegate the power to make decisions to an officer, a committee, a sub-committee or another council.

It was resolved to allow the Parish Clerk the authority to respond to planning/payments and other works as required on the provision that a majority approval has been received in writing from the councillors prior to proceeding. This resolution only applies in the event of any future meetings having to be cancelled or deferred for reasons outside the control of the parish Council. This agreement will be reviewed in May 2024.

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**42 Close of Meeting:**

**Items for the next agenda:**

- To consider the environment in every action

At 20.38hrs the Chairman thanked everyone for their attendance and declared the meeting closed.

The Councillors and Ward Councillors then went into closed session and held a discussion regarding confidential enforcement matters.

At 20:45 the Chairman thanked those present and closed the meeting.

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**43 2023 Meeting Dates: 5th June, 3rd July, 4th Sept, 2nd Oct, 6th Nov, Dec TBC.**

**Signed as a true record:** \_\_\_\_\_

**Print Name & Date:** \_\_\_\_\_

Agenda Items and Updates; where possible please submit to the Clerk one week prior to the meeting to ensure time for inclusion, circulation, and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

**Distribution List:** Thurlestone Parish Councillors. **For Information to:** County Cllr R Gilbert, South Hams District Council Salcombe & Thurlestone Ward Councillors, Thurlestone Parish Website: <https://www.thurlestoneparish.co.uk/>