



Agenda for the Meeting of South Huish Parish Council

Formal Record of Proceedings – Agenda and Formal Notice

VENUE: Galmpton Village Hall
DATE: Wednesday 13 May 2026
TIME: 7.00pm

To: All Members of the Council cc: South Hams District Council Ward Councillors

Councillors, I hereby give you notice that the next meeting of the **Parish Council** will be held at the date, time and venue above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below. Dated this 8th day of May 2026

BUSINESS TO BE TRANSACTED

1. Election of Chairman & Chairman Acceptance of Office followed by Election of Vice Chairman
2. Acceptance of Office & Adherence to the Code of Conduct
3. Welcome & Apologies
4. To Receive Reports from District and County Councils

To receive updates from:

- Devon County Council
- South Hams District Council

5. Public Forum (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders):

During the Public Open Forum: Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.

After the Public Open Forum: Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.

6. Appointment of Councillors to Committees/Lead Roles – Representatives on External Bodies – Agreement of Clerk's mandate of Responsible Financial Officer

7. Consent to Receiving Agendas & Documentation by email

8. Review & Acceptance of Policies and Procedures - see paper 1 attached to Agenda

9. Declarations of Interest / Requests for Dispensations

To receive declarations of interest in respect of any item on the agenda and consider any requests for dispensations.

10. Minutes of the Previous Meeting

To approve the minutes of the meeting held on 8 April 2026 as a true and accurate record.

11. Clerk's Report

To receive Clerk's Report

12. Planning, Licensing, Decisions & Enforcement:

To consider planning applications, notifications, decisions, and enforcement matters relevant to the parish.

- 12.1 List of Applications for Discussion

- a. 1095/26/LBC, Primrose Cottage, Galmpton TQ7 3HA, Listed Building consent for removal of stud wall & creation of new access between Primrose Cottage & Nelson's Watch, 28/05



- b. 1118/26/CLE, 17 Channel View Drive, Hope Cove TQ7 3HL, Certificate of lawfulness for existing construction of a patio/balcony and balustrading on the rear of the building, 28/05
- c. 1134/26/LBC, Broadway Cottage, Galmpton TQ7 3EU, Listed Building Consent for replacement rooflights, windows, new external doors, internal refurbishment & structural repairs, 04/06

12.2 List of South Hams District Council Planning Withdrawals

- a. 0521/26/HHO, Rugwell Cottage, Burleigh Lane, South Huis TQ7 3EF, householder planning application for side extension with addition of balustrade & associated works

12.3 List of Planning Inspectorate Appeal Decisions

- a. Planning Inspectorate Appeal Decision – Appeal Ref: 6002011 – Hope Lodge, 39B Weymouth Park, Hope Cove, Devon TQ7 3HD – Decision made on 9 April 2026 that the appeal is allowed and the planning permission ref 1470/25/VAR is varied by deletion and substitution of Condition 8
- b. Planning Inspectorate Appeal Decision – Appeal Ref: 6002918 – Westward, Grand View Road, Hope Cove TQ7 3HE – Decision made on 28 April 2026 that the appeal is dismissed. A separate appeal decision with regards to an award of costs is allowed

12.4 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

13. Parish Matters

To receive updates and discuss ongoing parish matters, and to resolve actions as appropriate:

- To discuss the safety implications of the existing double yellow lines on New Road and consider whether additional restrictions are required
- To note the recent Devon Live report confirming that Hope Cove beach has been placed on the Environment Agency's brown-flag list for 2024, with the official bathing water classification changing from Excellent to Good and discuss any potential actions

14. Finance & Governance

14.1 To receive the financial report and approve payments:

- Accounts to Pay:
Flete Gardens - £234; mobile phone top-up - £23.76;
- Monthly Payments
Clerks Salary & HMRC; Hugo Fox - £11.99; Hugo Fox (email addresses) - £20.99; Galmpton Hall Hire - £30; Clive Wrangles - £200; Lloyds - £4.25

14.2 Governance:

- Year-end governance/audit documents & Internal Review
- To approve delegated authority to the Parish Clerk & Responsible Financial Officer.
- To approve hours of work for the Parish Clerk & Responsible Financial Officer.

15. Date of Next Meeting

To confirm the date and time of the next meeting of the Parish Council.



16. Enforcement Updates (Confidential)

To RESOLVE that, under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during this item due to the confidential nature of the business to be transacted:-

To consider confidential enforcement correspondence received.

Paper 1 Policies to be adopted:

POLICY/PROCEDURE NAME:	Details of changes to be made (other than dates)
1. Model Standing Orders	Update Standing Orders as per new NALC Standing Orders
2. Statement of Internal Controls	
3. Code of Conduct	
4. NALC Model Financial Regulations	Update to new NALC Model Financial Regulations
5. Protocol on the filming & recording of local council & committee meetings	
5a. Public Session Procedure Guide to Meetings	
6. South Huish Parish Council Complaints Policy	
6a. All complaints handling NALC LTN 9E	
7. Risk Management Scheme	
8. Publication Scheme under the FOI Act 2019 _1-4	
8a. Data Protection Privacy Notices NALC – Processing Personal Data	
8b. SHPC GDPR Document Data Retention Policy SLCC Copyright	
8c. GDPR Data Protection Policy	
8d. GDPR Subject Access Request Policy	
8e. GDPR MD 172 Data Breach Reporting Form	
9. Transparency Code	
9a. Transparency Code for Smaller Authorities	
10. Equal Opportunities Policy	
11. Annual Community Award & Nomination	
12. Safeguarding Policy	
13. Co-option Policy	
14. SHPC Habitual or Vexatious Complaints	
15. NALC LTN23 Health & Safety	
16. Website Accessibility Statement	
17. Training and Development Policy	
18. Social Media Policy	
19. SHPC Memorial Benches Policy	
20. NALC Grievance Policy	
21. SHPC IT Policy March 2026	Adopt as per Audit recommendation
22. Transparency code for smaller authorities	Adopt as per Audit recommendation