



## Dalwood Parish Council

### Minutes of the Meeting held on Monday, 13 January 2025 at 19:30 hrs Dalwood Village Hall (Ref: 24/25.6)

**Councillors:** Tim Hodges (acting Chair), Tony Benger, Peter Lawrence, Ben Trott, Christine Wyatt

**In attendance:** Ian Walker (Clerk & RFO), C/Cllr Iain Chubb.

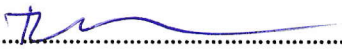
**Members of the public:** None

|   | Item  | Action                       |
|---|---|------------------------------|
| 1 | <b>Public Forum</b><br>Members of the public raised the following issues:<br>a. C/Cllr Chubb gave a brief analysis of the current discussions and debates concerning the proposed unity status for Devon.   |                              |
| 2 | <b>Apologies for absence</b><br>Cllr Kathy Laing, Cllr Graham Perry   |                              |
| 3 | <b>Declarations of interest</b> in agenda items<br>a. Cllr Lawrence declared an interest in item 8 below.   |                              |
| 4 | <b>Minutes of last meeting</b><br>The minutes of the Parish Council meeting held on 14 November 2024 were approved and signed by the Chair as a true record.  |                              |
| 5 | <b>Matters arising</b><br>a. It was noted that a further communication had been received from the Land Charges Manager at Devon County Council about the proposed Village Green and that the matter was proceeding.<br>b. The tree that had been offered by Devon Wildlife Trust had been collected by Cllr Benger and his offer to plant it in the proposed Village Green area was gratefully accepted.<br>c. TRIP Community Transport had not yet confirmed that they would be available to make a brief presentation at the next Annual Village meeting.<br>d. The letter from South West Ambulance Service reminding us to check the online record for the defibrillator situated at Seward's Bus Depot was still to be actioned. | <b>Clerk</b><br><b>Clerk</b> |

|    |   |  |
|----|---|--|
| 6  | <p><b>Finance and administration</b></p> <ul style="list-style-type: none"> <li>a. The attached schedule of 10 payments totalling £2,543 and made since the last meeting (either being pre-authorised as regular payments or authorised by way of the WhatsApp group) was noted and approved (25.04)</li> <li>b. The attached summary of receipts and payments to 31 December 2024 showing a balance in hand at Lloyds Bank at that date of £1,413 was noted and approved (25.05)</li> <li>c. The attached Lloyds Bank statement and reconciliation as at 31 December 2024 was noted and approved (25.06)</li> <li>d. The attached statement for the Redwood Bank 35-day Notice Account as at 31 December 2024 of showing a balance of £13,230 was noted and approved and that total interest of £230 had been received in the current financial year to date. (25.07)</li> <li>e. The budget for 2025/26 showing a small surplus of £30 was reviewed and approved. It was noted that any P3 grant monies received from EDDC would be matched with an increase in P3 and general maintenance works.</li> <li>f. The proposed precept of £7,700 for 2025/26 (being an increase of 3% on 2024/25) was approved and the Clerk was instructed to submit the appropriate paperwork to EDDC.</li> <li>g. The setting up of a new <i>gov.uk</i> web site was still being reviewed and it was agreed that councillors should review alternative examples in due course.</li> <li>h. It was agreed that no further action should be taken over the ownership of the village hall car park.</li> <li>i. Correspondence received: <ul style="list-style-type: none"> <li>i. The email from Mr Guest (Hutchins Barton) and the Clerk's response was discussed and it was noted that the matter was being reviewed.</li> </ul> </li> </ul> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>         |
| 7  | <p><b>Maintenance</b></p> <ul style="list-style-type: none"> <li>a. <b>Register of Council Owned Trees</b> – carried forward</li> <li>b. <b>War Memorial</b> – quotations for the refurbishment and repainting of the lettering were still outstanding. The Clerk would obtain a quotation from stone masons used by Potters.</li> <li>c. <b>Bus shelter project</b> – the analyse of correspondence and actions to date prepared by the Clerk was noted and it was agreed to contact Kate Dalton-Aram to try to progress matters. It was noted that a budget of £500 had already been approved for this matter.</li> </ul>   | <p>TB</p> <p>TB/BE/<br/>Clerk</p> <p>Clerk</p> |
| 8  | <p><b>Planning matters</b></p> <ul style="list-style-type: none"> <li>a. It was noted that the council had no objection to planning application ref. 24/2632/FUL – Andrewshayes Holiday Park (demolition of existing barn and replacement with a new one).</li> </ul>   | <p>Clerk</p>                                   |
| 9  | <p><b>Highway matters</b></p> <ul style="list-style-type: none"> <li>a. It was agreed that the Clerk should write to Highways about the very poor state of the following roads: <ul style="list-style-type: none"> <li>i. Road from Daneshill Cross to Thorney Cleave</li> <li>ii. Road from Larkshayes Cross to Combeshead Farm</li> </ul> </li> </ul>   | <p>Clerk</p>                                   |
| 10 | <p><b>Parish Paths Partnership (P3)</b></p> <ul style="list-style-type: none"> <li>a. It was noted that the full footpath repair report, with costings, had still not been received from Owain Morgan. It was agreed to chase this as a matter of urgency in order to prepare a work programme for the coming season.</li> <li>b. It was noted that EDDC had now agreed to provide a grant of £1,050 for the current year for two grass cuts plus additional strimming and appropriate documentation had now been submitted to EDDC.</li> </ul>   | <p>KL</p>                                      |

|    |  |    |
|----|--|----|
| 11 | <b>Water quality monitoring survey</b><br>a. Cllr Wyatt reported that water quality measurements had not been taken because of poor weather.<br>b. It was agreed that the parish council would fund a new TDS water monitor as the current one had broken – carried forward  | CW |
| 12 | <b>Any other business</b><br>a. None   |    |
| 13 | <b>Meetings for the year</b><br>a. It was noted that Parish Council meetings for the remainder of the 2024/25 year and for 2025/26 would be: <ul style="list-style-type: none"> <li>i. 10 March 2025 at 7:00pm (<i>please note revised date and time</i>)</li> <li>ii. 12 May 2025 – Annual Council Meeting</li> <li>iii. 26 May 2025 – Annual Parish Meeting (Renewable Energy &amp; TRIP)</li> <li>iv. 7 July 2025</li> <li>v. 8 September 2025</li> <li>vi. 3 November 2025</li> <li>vii. 5 January 2026</li> <li>viii. 2 March 2026</li> </ul> |    |
| 14 | The meeting closed at 20.30 hrs.   |    |

Approved

  
.....  
VICE Chair  
Timothy Hodges

Date: 10/3/25 .....

| Ref   | Date      | Payee                  | Description                  | £        | VAT (Memo) |
|-------|-----------|------------------------|------------------------------|----------|------------|
| 25/35 | 09-Nov-24 | DM Payroll Service     | Payroll                      | 60.00    |            |
| 25/36 | 13-Nov-24 | Shaun Burns            | Grass cuts (paths & village) | 290.00   |            |
| 25/37 | 16-Nov-24 | Dalwood Recreation     | Hall hire                    | 14.00    |            |
| 25/38 | 26-Nov-24 | Ian Walker             | Salary                       | 242.56   |            |
| 25/39 | 26-Nov-24 | HMRC                   | Tax on above                 | 60.60    |            |
| 25/40 | 13-Dec-24 | TRIP CTA               | Grant                        | 150.00   |            |
| 25/41 | 23-Dec-24 | Tony Bengler Landscapi | Work on tree                 | 1,140.00 | 190.00     |
| 25/42 | 23-Dec-24 | Ian Walker             | Salary                       | 242.56   |            |
| 25/43 | 23-Dec-24 | HMRC                   | Tax on above                 | 60.60    |            |
| 25/44 | 31-Dec-24 | Ian Walker             | WFH allowance and expenses   | 282.55   | 7.16       |
|       |           |                        |                              | 2,542.87 |            |



13/1/25

**Dalwood Parish Council**

**As at 31 December 2024**

Year ended 31 March 2025

| Actual<br>23/24<br>£        |  | Budget<br>24/25<br>£ | Actual<br>to date<br>24/25<br>£ | Forecast<br>£     | Anticipated<br>out turn<br>24/25<br>£ |     | Budget<br>25/26<br>£ |
|-----------------------------|--|----------------------|---------------------------------|-------------------|---------------------------------------|-----|----------------------|
| <b>RECEIPTS</b>             |  |                      |                                 |                   |                                       |     |                      |
| 7,120                       | Precept                                | 7,476                | 7,476.00                        |                   | 7,476.00                              | +3% | 7,700                |
| 2,300                       | Parish Paths                           | 805                  |                                 |                   | 0.00                                  |     |                      |
|                             | Donation re defibrillator              |                      |                                 |                   | 0.00                                  |     |                      |
|                             | Interest received                      |                      | 229.92                          | 100.00            | 329.92                                |     | 250                  |
| 2,247                       | VAT refunds                            |                      | 456.94                          | 31.74             | 488.68                                |     |                      |
| <b>11,667</b>               |  | <b>8,281</b>         | <b>8,162.86</b>                 | <b>131.74</b>     | <b>8,294.60</b>                       |     | <b>7,950</b>         |
| <b>PAYMENTS</b>             |  |                      |                                 |                   |                                       |     |                      |
| 1,716                       | Staff costs                            | 3,638                | 2,728.44                        | 909.48            | 3,637.92                              | +3% | 3,747                |
| 200                         | WFH allowance                          | 200                  | 200.00                          |                   | 200.00                                |     | 200                  |
| 2,402                       | Locum fees                             |                      |                                 |                   | 0.00                                  |     |                      |
| 109                         | Clerk SLCC membership                  | 130                  |                                 | 130.00            | 130.00                                |     | 140                  |
| 107                         | Subscriptions                          | 149                  | 228.00                          |                   | 228.00                                |     | 230                  |
| 60                          | Payroll service                        | 120                  | 120.00                          |                   | 120.00                                |     | 125                  |
| 173                         | Clerk training                         | 300                  |                                 |                   | 0.00                                  |     |                      |
| 0                           | Training (delegates expenses)          | 100                  |                                 |                   | 0.00                                  |     | 100                  |
| 183                         | Admin & stationery                     | 200                  | 176.87                          | 40.00             | 216.87                                |     | 200                  |
| 0                           | Equipment                              |                      | 622.77                          |                   | 622.77                                |     |                      |
| 112                         | Hall hire                              | 70                   | 77.00                           | 28.00             | 105.00                                |     | 98                   |
| 262                         | Insurance                              | 290                  | 263.95                          |                   | 263.95                                |     | 280                  |
| 0                           | Audit & election fees                  | 80                   |                                 | 50.00             | 50.00                                 |     | 50                   |
| 2,110                       | Parish Paths (agency services)         | 1,805                | 600.00                          | 300.00            | 900.00                                |     | 1,000                |
| 1,714                       | Routine maintenance                    | 1,000                | 2,773.35                        | 500.00            | 3,273.35                              |     | 1,500                |
|                             | Project - phone box                    | 500                  |                                 |                   | 0.00                                  |     |                      |
| 1,250                       | Donations                              | 250                  | 150.00                          |                   | 150.00                                |     | 150                  |
| 15                          | Sundries                               | 100                  | 14.95                           | 50.00             | 64.95                                 |     | 100                  |
| 533                         | Replacement bus shelter                |                      |                                 |                   | 0.00                                  |     |                      |
| 220                         | Jubilee expenses                       |                      |                                 |                   | 0.00                                  |     |                      |
| 816                         | VAT paid in year                       |                      | 415.97                          |                   | 415.97                                |     |                      |
| <b>1,982</b>                |  | <b>8,932</b>         | <b>8,371.30</b>                 | <b>2,007.48</b>   | <b>10,378.78</b>                      |     | <b>7,920</b>         |
| <b>(315)</b>                | <b>NET RECEIPTS/(PAYMENTS) IN YEAR</b> | <b>(651)</b>         | <b>(208.44)</b>                 | <b>(1,875.74)</b> | <b>(2,084.18)</b>                     |     | <b>30</b>            |
|                             | Transfers to deposit account           |                      | (15,229.92)                     | (100.00)          | (15,329.92)                           |     |                      |
|                             | Transfers from deposit account         |                      | 2,000.00                        | 2,000.00          | 4,000.00                              |     |                      |
| 15,166                      | Opening balance                        |                      | 14,851.32                       |                   | 14,851.32                             |     | 1,437                |
| <b>14,851</b>               | <b>CLOSING BALANCE AT LLOYDS BANK</b>  |                      | <b>1,412.96</b>                 | <b>24.26</b>      | <b>1,437.22</b>                       |     | <b>1,467</b>         |
|                             | <b>REDWOOD BANK DEPOSIT ACCOUNT</b>    |                      | <b>13,229.92</b>                | <b>(1,900.00)</b> | <b>11,329.92</b>                      |     | <b>11,580</b>        |
|                             | <b>TOTAL FUNDS HELD</b>                |                      | <b>14,642.88</b>                | <b>(1,875.74)</b> | <b>12,767.14</b>                      |     | <b>13,047</b>        |
| <b>Allocation of funds:</b> |  |                      |                                 |                   |                                       |     |                      |
| 12,142                      | General fund                           |                      |                                 |                   | 10,958.29                             |     | 12,239               |
| 480                         | Election fund (designated)             |                      |                                 |                   | 480.00                                |     | 480                  |
| 278                         | Defibrillator fund (designated)        |                      |                                 |                   | 277.85                                |     | 278                  |
| 1,951                       | Parish Paths fund (restricted)         |                      |                                 |                   | 1,051.00                              |     | 51                   |
| <b>,851</b>                 |  |                      |                                 |                   | <b>12,767.14</b>                      |     | <b>13,047</b>        |

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DALWOOD PARISH COUNCIL  
STONEHAYES  
DALWOOD  
AXMINSTER  
DEVON  
EX13 7EG



## Your account statement

Issue date: 3 January 2025

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: SEATON (309037)

Sort code: 30-90-37 Account number: 00044857

BIC: LOYDGB21275

IBAN: GB13 LOYD 3090 3700 0448 57

### TREASURERS ACCOUNT

DALWOOD PARISH COUNCIL

#### Account summary

|                               |                  |
|-------------------------------|------------------|
| <b>Balance On 04 Dec 2024</b> | <b>£831.73</b>   |
| Total Paid In                 | £2,456.94        |
| Total Paid Out                | £1,985.71        |
| <b>Balance On 03 Jan 2025</b> | <b>£1,302.96</b> |

#### Account activity

| Date             | Payment Type | Details   | Paid In (£)     | Paid Out (£)    | Balance (£)     |
|------------------|--------------|---|-----------------|-----------------|-----------------|
| <b>04 Dec 24</b> |              | <b>STATEMENT OPENING BALANCE</b>  |                 |                 | <b>831.73</b>   |
| 10 Dec 24        | BGC          | HMRC VTR XTV126000102223  | 456.94          |                 | 1,288.67        |
| 13 Dec 24        | FPO          | TRIP CTA 500000001474112692 DALWOOD PC<br>309950 10 13DEC24 10:48                 |                 | 150.00          | 1,138.67        |
| 23 Dec 24        | FPI          | REDWOOD BANK LIMIT 60838380176370<br>48041255389885000N 608383 10 23DEC24 04:12   | 1,000.00        |                 | 2,138.67        |
| 23 Dec 24        | FPO          | TONY BENDER LANDSC 400000001484910177<br>DALWOOD PC 42879 400838 10 23DEC24 11:57 |                 | 1,140.00        | 998.67          |
| 23 Dec 24        | FPO          | IAN WALKER 500000001480089470 DALWOOD PC<br>404780 10 23DEC24 12:00               |                 | 242.56          | 756.11          |
| 23 Dec 24        | FPO          | HMRC - ACCOUNTS OF 100000001470895501<br>120PLO3053136 083210 10 23DEC24 12:01    |                 | 60.60           | 695.51          |
| 30 Dec 24        | FPI          | REDWOOD BANK LIMIT 60838380176370<br>01041159095265000N 608383 10 28DEC24 04:11   | 1,000.00        |                 | 1,695.51        |
| 31 Dec 24        | FPO          | IAN WALKER 500000001484207016 DALWOOD PC<br>404780 10 31DEC24 16:51               |                 | 282.55          | 1,412.96        |
| 03 Jan 25        | FPO          | SLCC 400000001490788654 MEM252000-1<br>WALKER 608301 10 03JAN25 19:36             |                 | 110.00          | 1,302.96        |
| <b>03 Jan 25</b> |              | <b>STATEMENT CLOSING BALANCE</b>  | <b>2,456.94</b> | <b>1,985.71</b> | <b>1,302.96</b> |

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

#### Payment types:

BGC - Bank Giro Credit

FPO - Faster Payment

FPI - Faster Payment

*[Handwritten signature]*  
13/1/25

## Your accounts

35 Day Notice Account (Issue 11)-Monthly Interest  
80176370 35 Day Notice Account (Issue 11)-Monthly Interest

[View account](#)

**£13,229.92**

[Make a payment](#)

## Your details

Ian Walker  
Stonehayes, Dalwood, Axminster, EX13 7EG  
Email: [dalwoodpc@outlook.com](mailto:dalwoodpc@outlook.com)

[Change your details](#)

**Home phone:**  
Mobile phone: \*\*\*\*6228  
Last log in: 23 Dec 24 12:04

Dalwood Parish Council  
[Company details](#)

## Apply online

[Savings](#)

## Account tools

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25.07