



Dalwood Parish Council

Minutes of the Meeting held on Monday, 12 May 2025 at 19:30 hrs Dalwood Village Hall (Ref: 25/26.1)

Councillors: Kathy Laing (Chair), Tim Hodges, Tony Benger, Peter Lawrence, Graham Perry, Ben Trott

In attendance: Ian Walker (Clerk & RFO), EDDC Cllr Iain Chubb, Owain Morgan (P3)

Members of the public: Two members of the public were present.

	Item	Action
1	<p>Public Forum Members of the public raised the following issues:</p> <ul style="list-style-type: none"> a. It was pointed out that timber flood defences had recently been erected in the river adjacent to Hutchins Barton which were out of character with the surrounding area. It was agreed that enquiries should be made about the legality of these works. 	Clerk
2	<p>Formal business</p> <ul style="list-style-type: none"> a. Cllr Laing stood down as Chair and the Vice Chair, Cllr Hodges, took over as Chair of the meeting. It was agreed that Cllr Laing should be re-elected as Chair. Cllr Laing then took over as Chair and completed her Declaration of Office. (25.20) b. Cllr Hodges stood down as Vice Chair. It was agreed that he should be re-elected as Vice Chair. Cllr Hodges then completed his Declaration of Acceptance of Office. (25.21) c. It was agreed to reappoint Helen Broughton as internal auditor for the current year. d. It was agreed to reappoint Cllr Trott to serve on the Dalwood Village Hall Committee. e. It was agreed to reappoint Cllrs Hodges and Benger to serve on the Dalwood Land Trust Committee. f. It was agreed to reappoint Messrs Perry and Lawrence to serve as snow wardens and emergency planning coordinators. 	
3	<p>Apologies for absence Christine Wyatt</p>	
4	<p>Declarations of interest in agenda items None</p>	
5	<p>Minutes of last meeting The minutes of the Parish Council meeting held on 10 March 2025 were approved and signed by the Chair as a true record.</p>	
6	<p>Matters arising</p> <ul style="list-style-type: none"> a. None 	

7	<p>2024/25 accounts & AGAR</p> <ul style="list-style-type: none"> a. It was resolved to approve the attached Summary of Receipts and Payments for the year ended 31 March 2025 showing a total closing fund balance of £14,248.81, together with the associated Analysis of Variances for the year and bank reconciliations as at 31 March 2025. (25.22) b. It was resolved to approve the attached Accounting Statements for 2024/25. c. It was resolved to approve the attached Certificate of Exemption AGAR 2024/25 Form 2. d. It was noted that the attached Annual Internal Audit Report 2024/25 had been signed off satisfactorily by Helen Broughton, the appointed internal auditor, and that an audit fee of £50 had been paid to her. e. It was resolved to approve the attached Annual Governance Statement 2024/25. f. The Notice of Public Rights and publication of the annual governance statement and accountability return for the year ended 31 March 2025 were noted and it was resolved that these should be published by the Clerk. 	
8	<p>Finance and administration</p> <ul style="list-style-type: none"> a. The attached schedule of 11 payments totalling £1,501.99 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 (25.23) b. The attached summary of receipts and payments to 1 May 2025 showing a balance in hand at Lloyds Bank at that date of £4,076 was noted and approved (25.24) c. The attached Lloyds Bank statement and reconciliation as at 24 April 2025 was noted and approved (25.25) d. The attached statement for the Redwood Bank 35-day Notice Account as at 30 April 2025 showing a balance of £13,404.62 was noted and approved. (25.26) e. It was noted that difficulties were being encountered in navigating the current Parish Council web site and that the setting up of a new <i>gov.uk</i> web site should be accelerated if possible. it was agreed that councillors should review alternative examples in due course. f. A payment of £31.96 was authorised to be paid to the Clerk in respect of carriage charges for the audit files sent to and from the auditor. g. A payment of £42.43 was authorised to be paid to Dalwood Village Hall in respect of a donation as a contribution to the VE Day Big Breakfast event. h. Correspondence received: <ul style="list-style-type: none"> i. Correspondence had been received from Devon C C concerning the proposed Village Green. It was noted that notices had now been posted in the vicinity of the site and that any objections should be received by the County Solicitor on or before 13 June 2025. ii. Informal advice had been received from a solicitor concerning the old river ford and whether a right of way over the ford still existed. It was agreed that enquiries should be made of the local authority to see whether or not a stopping up or similar had been obtained in respect of the old road. 	<p>Clerk</p> <p>Clerk</p>

9	Maintenance <ul style="list-style-type: none"> a. Register of Council Owned Trees – carried forward b. War Memorial – a quotation of £497.92 (plus VAT) had been received from Norton Memorials/Grassby Stone in respect of the partial cleaning of the war memorial in the churchyard and the renovation of the lettering. It was agreed that the cleaning of the rest of the memorial should be done by Cllr Benger and that the Norton quotation would be reviewed thereafter. c. Bus shelter project – an email received from Kate Dalton-Aram was reviewed and it was agreed that an attempt should be made to have a face-to-face meeting with Highways England to see how the problem could be resolved. It was also agreed that the Clerk should try to contact the area manager of Highways England (Johnny Hill) to try to progress matters. d. Defibrillator – it was agreed that a new battery should be purchased as soon as possible and the relevant records updated. 	<p>TB</p> <p>Clerk</p> <p>Clerk</p> <p>TH</p>
10	Planning matters <ul style="list-style-type: none"> a. It was noted that three planning matters had been put to, and approved by, councillors since the last meeting being: <ul style="list-style-type: none"> a. 24/3714/VAR Sunnylands (approved 12 March 2025) b. 25/0434/FUL Hawley Cottage (approved 20 March 2025) c. 25/0655/FUL Summer Lodge (approved 1 April 2025) 	
11	Highway matters <ul style="list-style-type: none"> a. Comments were made about the very poor state of some of the culverts and drains. Cllr Chubb informed the meeting that efforts were still believed to be in hand to try have a temporary loan of a high-pressure hose to clear these. b. Enquiries should again be made of the local authority concerning the outstanding planning referrals relating to Stonehayes Farm and Makina. c. It was agreed that the clerk should make enquiries of the local authority concerning the collapsed drain/culvert on the Stockland road just north of Ham. Although in Stockland parish, this road is used extensively by Dalwood residents. 	<p>Clerk</p> <p>Clerk</p>
12	Parish Paths Partnership (P3) <ul style="list-style-type: none"> a. It was noted that Stuart Freeth had now been appointed to provide grass cutting services both for the network of parish footpaths and for the village in general. b. Owain Morgan reported that the repairs that are required to various footpaths around the village are in hand. 	<p>OM</p>
13	Water quality monitoring survey <ul style="list-style-type: none"> a. Carried forward. 	
14	Any other business <ul style="list-style-type: none"> a. It was confirmed that the forthcoming Annual Village Meeting would be held on 9 June 2025 at 7:00pm in the Village Hall. Apart from an introduction and annual review from the Chair of the Parish Council and a brief financial review of the year from the Clerk, village contributors would be from the Shop, the Village Hall Trust, the Recreation Trust and the Vineyard (with “refreshments” to follow). Coly Valley Community Land Trust will also make a presentation on Net Zero and TRIP would also make a presentation on the facilities that they are able to offer to villagers. 	

15	Meetings for the year a. It was noted that Parish Council meetings for the rest of the financial year would be: <ul style="list-style-type: none"> i. 9 June 2025 – Annual Parish Meeting (7:00pm) ii. 7 July 2025 iii. 8 September 2025 iv. 3 November 2025 v. 5 January 2026 vi. 2 March 2026 	
16	The meeting closed at 20.50 hrs.	

Approved

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Chair

Date:.....

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