



Dalwood Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday, 6 May 2026 at 19:30 hrs Dalwood Village Hall (Ref: 2027/1)

Councillors: Kathy Laing (Chair), Tony Benger, Peter Lawrence, Ben Trott, Christine Wyatt (part)

In attendance: Ian Walker (Clerk & RFO)

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

	Item	Action
27.1	<p>Public Forum</p> <p>Members of the public raised the following issues:</p> <ul style="list-style-type: none"> a. A request for a £200 donation as a contribution to the reprinting of a Dalwood Footpath Visitors Map - <i>carried forward to next meeting agenda.</i> b. Missing signs on walks – <i>see 6b below.</i> c. Responsibility for upkeep of walks – it was noted that the county council is likely to be responsible for maintaining the surface of the path so that it is useable, with the landowner usually being responsible for keeping vegetation cut back; the maintenance of stiles & gates; ensuring crops do not block the path; and, generally not blocking the path. 	Clerk
27.2	<p>Formal business</p> <ul style="list-style-type: none"> a. Cllr Laing stood down as Chair and Cllr Trott 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. (26.20) b. Cllr Hodges stood down as Vice Chair. It was agreed that he should be re-elected as Vice Chair. Cllr Hodges completed his Declaration of Acceptance of Office subsequent to the meeting. (26.21) c. It was agreed to reappoint Helen Broughton as internal auditor for the current year, with an increased fee of £60. 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 Cllrs Perry and Lawrence to serve as snow wardens and emergency planning coordinators. 	
27.3	<p>Apologies for absence</p> <p>Tim Hodges, Graham Perry</p>	
27.4	<p>Declarations of interest in agenda items</p> <p>None</p>	

27.5	<p>Minutes of last meeting</p> <p>The minutes of the Parish Council meeting held on 2 March 2026 were approved and signed by the Chair as a true record.</p>	
27.6	<p>Matters arising</p> <ul style="list-style-type: none"> a. The reregistration of the defibrillator was to be done as soon as the new Parish Council web site was running. b. Certain of the parish footpaths were being “walked” by volunteers who had noted that certain sign posts were missing. c. It was noted that the sale of the redundant bus shelter timber had now completed. d. It was noted that the flood prevention defences in the river in front of Hutchins Barton had now been removed. 	<p>Clerk</p> <p>Clerk</p>
27.7	<p>2025/26 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 2026 showing a total closing fund balance of £15,247.62 (26.22), together with the associated Analysis of Variances for the year (26.23) and bank reconciliations as at 31 March 2026 (26.24). b. It was resolved to approve the attached Accounting Statements for 2025/26 (6/6). c. It was resolved to approve the attached Certificate of Exemption AGAR 2025/26 Form 2 (3/6) d. It was noted that the attached Annual Internal Audit Report 2025/26 (4/6) had been signed off by Helen Broughton, the appointed internal auditor, and that an audit fee of £50 was to be paid to her. It was noted that improvements were required in both the council’s risk assessment policy and the laws, regulations and proper practices relating to digital and data compliance, although it was noted that the forthcoming transition to a new <i>gov.uk</i> web site would result in significant improvements in this latter area. e. It was resolved to approve the attached Annual Governance Statement 2025/26 (5/6). f. The Notice of Public Rights and publication of the annual governance statement and accountability return (AGAR) for the year ended 31 March 2026 were noted and it was resolved that these should be published by the Clerk. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
27.8	<p>Finance and administration</p> <ul style="list-style-type: none"> a. The attached schedule of 15 payments totalling £1,454.95 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 (26.25) b. The attached summary of receipts and payments to 26 April 2026 showing a balance in hand at Lloyds Bank at that date of £3,482 was noted and approved (26.26) c. The attached Lloyds Bank statement and reconciliation as at 27 April 2026 showing a credit balance of £3,482.47 was noted and approved (26.27) d. The attached statement for the Redwood Bank 35-day Notice Account showing a balance of £14,874.27 was noted and approved (26.28) e. A payment of £63.57 was authorised to be paid to the Clerk in respect of carriage charges for the audit files sent to and from the auditor and for miscellaneous stationery items. f. It was noted that a favourable decision (dated 27 April 2026) on the Community Asset nomination in respect of the Tuckers Arms had been received and that the property had now been added to the Local Authority Register of Assets of Community Value. g. It was noted that a preliminary version of a new <i>gov.uk</i> version of the Dalwood Parish Council website had been prepared and, following further modifications, it was hoped to activate it online before the next parish council meeting in July, to run alongside the current website, probably for the rest of 2026. 	<p>Clerk</p> <p>Clerk</p>

	<p>h. Correspondence received:</p> <p>i. Correspondence had been received from Lewis Clarke of newsquest.co.uk on various matters from the last set of parish council minutes. To date, it did not appear that he had taken any matters forward for publication.</p>	
27.9	<p>Maintenance</p> <p>a. Register of Council Owned Trees – carried forward</p> <p>b. Defibrillator – it was agreed that the relevant records should be updated as soon as the new web address (<i>gov.uk</i>) is up and running.</p> <p>c. Grass cutting - it was noted that Stuart Freeth had tendered to undertake village grass-cutting operations at the rate of up to six cuts per year at £85 per cut. It was understood that this tender may have been accepted by Owain Morgan on behalf of the parish council. This decision was confirmed.</p> <p>d. It was proposed that Stuart should also be asked to provide a quotation to undertake the clearance of silt and debris around the proposed Village Green</p> <p>e. Road Warden - It was noted that information had been received from Cllr Cathy Connor concerning this scheme, together with a copy of the Parish Handbook on Highways. It was further noted that an individual had been approached to see if he could be interested in becoming a warden and also that the Clerk would formulate an advert for the new website to see if further volunteers could be attracted.</p>	<p>TB</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
27.10	<p>Planning matters</p> <p>a. It was noted that two planning matters had been put to, and approved by, councillors since the last meeting being:</p> <p>I. 26/1543/FUL Andewshayes Holiday Park (approved 26 April 2026)</p> <p>II. 26/0606/FUL Roselea car port (approved 26 April 2026)</p> <p>b. It was further noted that two further matters had been put to councillors being:</p> <p>I. 26/0611/CPE Newbrae – change of use</p> <p>II. 26/0605/FUL. Newbrae – conversion of building</p> <p>but that these did not have sufficient engagement to enable a decision to be taken.</p> <p>c. It was agreed that, in the autumn, a new system would be introduced whereby planning-only council meetings would be scheduled bi-monthly, in between ordinary council meetings, to be convened only if there were planning applications to be discussed.</p>	<p>Clerk</p>
27.11	<p>Highway matters</p> <p>a. It was noted that a further report had been made to Devon CC Highways concerning the water run-off from fields in between Hawley Cross and Lane End, Hawley Bottom. An engineer had apparently been unable to locate the problem because of a lack of rain water at the time of his inspection. It was agreed that the Clerk would get the engineer to contact local residents for further enquiries and evidence.</p> <p>b. A report had been made to Devon Highways concerning the state of the road between Studhayes Cross and Sunnylands Cross in Dalwood. It was noted that repairs had just been put in hand (and had apparently started on 6 May 2026) and that water/waste run-off from the chicken farm would continue to be monitored.</p>	<p>Clerk</p> <p>Clerk</p>

