DEAN PRIOR PARISH COUNCIL

Minutes of the Meeting Held on
Wednesday 7th May 2025 at 7.45pm in the Village Hall in Dean Prior

Present – Cllrs Bailey District (Chair) Rutley , Smerdon and Thorn
C Cllr Dan Thomas . Cllr Guy Pannell and the Clerk , Karen Gilbert.

PUBLIC PARTICIPATION - NONE
SOUTH HAMS DISTRICT COUNCIL report - see APM Minutes
DEVON COUNTY COUNCIL report - see APM Minutes

25/05/01 Election of Chairman and Vice Chairman

Cllr Smerdon nominated Cllr Bailey - a vote was taken - with all in agreement . Cllr Bailey took the Chair The Vice Chairman - Cllr Rutley was nominated - all in agreement

25/05/01a Apologies for absence - NONE

25/05/02 Approval of Minutes To consider, amend as agreed by the Council (if required) & approve the Minutes of Parish Council meeting held on 4th February 2025 **APPROVED**

25/0/03 Declarations of Interest. None
25/05/04 Parish Council admin
It was **NOTED** that there had been no expressions of interest to fill the vacant seat
Cllr Thorn gave prior warning that he may be leaving the Parish - which would then only leave 3 Councillors . The Chairman encouraged the Council to promote these vacancies widely
The Clerk highlighted the 2025 Practitioners Guide which identifies various changes which needed to be implemented to bring the Council in line with the 2026 audit requirements . These included the need for a complaint website and the use of .gov.uk email addresses - also a review of Council Policies
The dates of the meetings were also discussed . It was **RESOLVED** that the next meeting would fall on 7th July 2025 and then on the 1st September 2025 unless important business crops up in June

25/05/05 Clerks Report
The Clerk confirmed she had submitted the VAT return claim
The Chairman agreed to pursue the idea of a memorial bench

25/05/06 Planning

0157/25 **NOTED**	Prior Notification	White Oxen Manor White Oxen Manor, South Brent, TQ10 9JX	Creation of stone surface track/ride 94m in length
0102/25 **SUPPORTED BY EMAIL**	Full Planning Permission	Dean Forge Ltd, Orchard Showroom, Dean Prior, Buckfastleigh, Devon, TQ11 0LS	Car parking area to serve Dean Forge Showroom and cafe, and site landscaping works

An email had been received via SHDC regarding the potential removal of the BT kiosk / phone line from Dean Prior
It was **NOTED** that Cllr Pannell had sent a letter as objection as Ward Councillor
It was **RESOLVED to OBJECT** to the removal

25/05/07— Finance
a) **Approval of cheques APPROVED**

KAREN GILBERT	EXPENSES/MILEAGE 02/25 - 04/25 incl	£145.50
ICO FEE	RENEWAL FOR 25/26	£52.00
ZURICH MUNICIPAL	INSURANCE FOR 25/26	£264.00
DALC	SUBS 25/26	£115.91
HAWTHORNS ACCT	INTERNAL AUDIT	£75.00

DEAN PRIOR PCC - GRANT DEFERRED PENDING MORE INFO

b) To consider the Internal Auditors report - NOTED

c) To consider & approve the Parish Council Accounts y/e 31/3/25 /exemption form
The Clerk presented the Accounts for Dean Prior Parish Council for the year ending 31/3/25
The Clerk also presented the Exemption from Audit form
Both were A**PPROVED** by all - **SHOW OF HANDS**
IT WAS RESOLVED THAT THE CHAIRMAN SIGN THE ACCOUNTS AS ADOPTED AND SIGN THE EXEMPTION FORM

d) To consider/ agree Annual statement of Governance y/e 31/3/25
The Clerk read out the statement of Governance
APPROVED by all - **SHOW OF HANDS**
IT WAS RESOLVED THAT THE CHAIRMAN SIGN THE GOVERNANCE STATEMENT

e) To consider & approve Statements on Annual return y/e 31/3/25
The Clerk presented the Annual Return - previously circulated
APPROVED by all - **SHOW OF HANDS**
IT WAS RESOLVED THAT THE CHAIRMAN SIGN THE RETURN

25/05/08 Highway matters - NONE OF NOTE

25/05/09 - Correspondence - correspondence had been emailed during the month.

25/05/10 Councillors business for next agenda. - proposed bench / location

25/05/11 Date/time of next meeting. 7/7/25 THEN 1/9/25

NO MEETING PLANNED FOR JUNE 2025

There being no further business the meeting was closed at 8.40 pm