**DRAFT**

**BERRY POMEROY PARISH COUNCIL**

**Minutes of Berry Pomeroy Parish Council Meeting**

**held on Tuesday 1st April 2025 at Berry Pomeroy Village Hall**

**PRESENT:** Cllr. Graham Bennett (Chair),). Cllr. Marie Flay. Cllr. Sam Penfold, Cllr Mills (Vice Chair), Cllr. David Hooper

District Cllr. Presswell. County Cllr. Hodgson

Clerk: Mrs S Watt

**THE CHAIR INFORMED THOSE PRESENT THAT THE MEETING WAS BEING RECORDED TO ASSIST THE CLERK WITH THE ACCURATE FORMATION OF THE MINUTES**

THERE WERE NO MEMBERS OF THE PUBLIC PRESENT AND NO QUESTIONS HAD BEEN RECEIVED

The meeting commenced with Reports from the County/District and Ward Cllrs. All Reports are available from The Clerk on request.

There were no Police Reports.

 **STANDING ORDERS**

**1. 01.04.25 Apologies:** Cllr Hawkins

**2. 01.04.25 Declarations of Interest**: NONE

**3. 01.04.25 Approve Minutes of:** The Parish Council Extraordinary meeting held 17th March 2024 – were agreed and signed on behalf of the Parish Council, by the Chair, as a true record of the meeting.

**4. 01.04.25 CO-OPTON:**  Members & Officers had met with Annette Cuff prior to the meeting. Mrs Cuff was unanimously co-opted on to Berry Pomeroy Parish Council as proposed by Cllr Mills and seconded by Cllr. Flay. The Clerk will carry out the legal requirements in due course.

**5. 01.04.25 ANNUAL PARISH MEETING & ANNUAL PARISH COUNCIL MEETING –** It was agreed that the Clerk would invite a number of individuals and organisations to the Annual Parish Meeting and that Refreshments would be available. The Annual Parish Council Meeting would be held immediately after the Annual Parish Meeting. It was noted that the Annual Parish Meeting Agenda would be published 7 working days prior to the meeting.

**6. 01.04.25 PLANNING CHANGES UPDATE:** Cllr Penfold had been requested to attend this meeting to represent Berry Pomeroy Parish Council. Cllr Penfold’s Report and the slides from the meeting had been circulated to Members prior to the meeting. Report and Slides are available on request from the Clerk. It was unanimously agreed that the Clerk start to compile an Asset Inventory in readiness for future discussions. It was also agreed that the Clerk would obtain an annual figure of maintenance costs for Longmarsh from SHDC.

**7. 01.04.25 NOTICEBOARD & PLAYPARK UPDATE:** The Clerk reported that there had been no response to her calls and it was requested that Cllr Bennett now try and call around to speak to the person concerned. It was disappointing that no progress had been made.

**8. 01.04.25 Clerk’s Report:**

**a.** An email had been received from the Parochial Council regarding the Management of the Closed Cemetery. Clarification is being sought from the Archdeacon, however, it had been confirmed verbally, that Berry Pomeroy Parish Council had no responsibility for the Graves or the any retaining parts of the graves which included the wall. It was further discussed that more investigation needed to be carried out as to the Parish Council’s responsibilities and legal requirements – the Clerk is currently working on this together with the possibility that the Parish Council’s Insurance needed updating to include further clauses regarding the Closed Churchyard. This followed on with a discussion regarding the need to increase the Precept in years to come not only to cover certain scenarios but the possibility that Parish Council will be required to fund more of the services and facilities currently provided by SHDC who will no longer exist under the LGR. It was concluded that although we have to be prepared, no one really knows the outcome or impact of this new re-organisation.

**b**. The monthly finance sheet had been circulated prior and was duly agreed and signed on behalf of the Council by the Chair, Cllr. Graham Bennett. There were additional invoices which had come in since the Monthly Finance Sheet had been produced and circulated, it was agreed unanimously that those cheques be raised and were duly signed. The Clerk’s Monthly salary needed an amendment and a S/O was duly signed for the bank to carry out the necessary actions.

**BERRY POMEROY PARISH COUNCIL FINANCIAL STATEMENT AND PAYMENTS**

**4th March 2025 to 31st March 2025**

**Bank Account Balances as at: 24th February 2025**

**NOTE: \*March 2025 statement not yet received.**

Santander Main Account £37,348.83

Santander Reserve Account to 5th June 2024 £ 4,331.25

Berry Pomeroy Parish Council total balance as at 24.02.24 **£41,680.08**

**INCOME:**

February 2025: Repayment for Clerk’s Admin time from Berry Pomeroy Village Hall – February 2025. **£329.60**

**EXPENDITURE:**  Mar/Apr 2025

20.03.25 Clerk’s Monthly Salary paid by Standing Order £526.16

04.03.25 Chq.No; 840 – B/Pom Village Hall Repay Admin Fee £886.28

04.03.25 Chq. No: 841 Grant Funding to B/Pom Village Hall £1500.00

17.03.25 Chq. No: 842 Solicitors (Inv.36367) £1200.00

01.04.25 Chq. No. 843 Clerk’s Salary underpayment 03/25 £39.88

01.04.25 Chq. No. 844 HMRC PAYE £410.88

01.04.25 Chq. No. 845 DCC Audit 2023/24 balance £335.00

**c**. P3 Survey has been completed and the P3 Application has been submitted.

**d**. The Annual Review of all Policies and Procedures will take place on 6th May 2025. Documents will be forwarded to Members in good time for the receipt back to the Clerk for amendments, suggestions etc to be included.

**e**. The Chair had requested that Cllr Training be postponed until the Autumn, after a discussion it was agreed by the majority that Berry Pomeroy Parish Council would wait until the Autumn when we hopefully would have a full complement of Members. In the interim, Cllrs were reminded that the Governance Toolkit and the Good Cllr guides were available online for them to read at their leisure.

**f**. It was confirmed that the June Parish Council meeting venue had been confirmed as being held at Bridgetown Community Hall.

**g**. Skyrise Festival: It was agreed that the organisers should apply to our Grant Funding Scheme which opens on 1st October each. The Clerk confirmed that she had been in communication with the organiser. The Parish Council unfortunately does not have funds available for this years Festival.

**9. 01.04.25 Date of Next Meeting:**  ANNUAL PARISH MEETING AT 6.30pm Tuesday 6th May 2025 at Berry Pomeroy Village Hal, followed by the Annual Parish Council meeting at 7.30pm.

The Meeting Closed at 21:15hrs

Signed:………………………………………………….Date: 6th May 2025

Chair: