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**BERRY POMEROY PARISH COUNCIL**

**Minutes of Berry Pomeroy Parish Council Extraordinary Meeting**

**held on 23rd June 2025 at Berry Pomeroy Village Hall**

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

Clerk: Mrs S Watt

There were no members of the public present and there had been no questions submitted.

An Officer from Devon Communities, who specialises in Charity Law and Village Hall Trustees – explained and confirmed to all Cllrs that the Parish Council did not have any involvement in the running of the Village Hall, the Village Hall Charity or the Village Hall Management Committee. Berry Pomeroy Parish Council is a Custodian Trustee only – meaning they purely ensure the safe keeping of the Title Deeds so there is continuity of holding deeds, which means that although the Trustees and the Management Committee may change, the security of the Deeds remains with the Parish Council. The Parish Council has no influence or management role with Berry Pomeroy Village Hall Charity.

He further confirmed, that the current Management Committee had been elected lawfully, that the Principle Administrator had performed the correct actions and continued to do so. He further confirmed that the Management Committee had also correctly contacted Solicitors to perform certain actions required by the Charity Commission to ensure the sustainability of the Charity and the Village Hall which is owned by the Charitable Trust – Berry Pomeroy Village Hall Charity.

Once the legalities and required policies were in place then an invite would be circulated for additional Management Committee Members. For the record, it was noted that one invite had been issued but had not been responded to.

Further information would be emailed to the Principle Administrator to assist with some of the policies. (Note: There had been no policies created for decades and the new Management Committee were tasked with putting Policies and Procedures in place, including Booking Forms and Terms & Conditions).

**STANDING ORDERS .**

**1. 23.06.25 Apologies:** There were no apologies

**2. 23.06.25 Declaration of Interests:** None Declared.

**3. 23.06.25 Chair’s Comments:** The Chair, Cllr. Bennett, reminded members of the absolute confidentiality of the discussions about to take place during the Confidential Matters items about to be discussed.

**4 23.06.25 PART II** – **Confidential Matters** – Vote to exclude members of the public and press due to the confidential nature of the business to be transacted. **Unanimous.**

1. Breach of Employment Law: All issues were discussed in full. Personal and employment information had been related to persons outside of the Parish Council. This is a serious and impactful breach, this is since the previous instruction as recorded in the Minutes of 10THJune 2025.

2. A further Letter has been received, this time sent to Cllrs home addresses – this is a further breach and breach of Personal Data – at the present time, BPPC Cllrs addresses are not available to the public. The breach has been reported to the ICO. Further, the contents of the letter received are malicious and target the Parish Council and the Clerk, both of which are separate legal entities to the allegations, accusations, defamation and misinformation the letter contains. A response to the letter was unanimously agreed by all Cllrs present, together with the letter being sent by email from the Clerk’s (the Parish Council’s) email address and also by royal mail, and to be signed by the Clerk (The Proper Officer of the Council) and Chair.

3. Two responses had been received to the Cease & Desist letter – read out to Cllrs and emailed previously. Once again sent to a personal email address which the Cease & Desist Letter expressly requested no further correspondence to be sent to a personal email and the second letter sent to an individual which contained defamatory and malicious content, again which had been requested to stop within the Cease & Desist letter. It was unanimously agreed, that neither the Council nor individuals would use any more time in responding.

**5. 23.06.25 Date of Next Meeting:**  It was unanimously agreed to cancel the July meeting and confirmed the next meeting would be TUESDAY 5th AUGUST 2025 at Berry Pomeroy Village Hall.

The Meeting Closed at 21:20hrs

Signed:………………………………………………….Date: 5th August 2025

Chair, Cllr. Graham Bennett