

**Meeting 405 of Hognaston Parish Council to be held Monday 1<sup>st</sup> September 2025 at 7pm in Hognaston Village Hall.**

**Agenda**

To the Chair and Members of Hognaston Parish Council,

You are summoned to attend the above meeting of the Parish Council to transact the following business.



Colin Swindell  
**Clerk and RFO**

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| <b>405/1 Apologies</b>                      | To receive any apologies for absence.                                                                                                                                                                                                                                                                                                          |
| <b>405/2 Variation of business</b>          | To consider any requests to vary the order of business.                                                                                                                                                                                                                                                                                        |
| <b>405/3 Interests</b>                      | To enable members to make any declarations of interests.                                                                                                                                                                                                                                                                                       |
| <b>405/4 Public speaking</b>                | To allow a period of not more than 10 minutes to hear public speaking. More time may be given at the Chair's discretion. If the Police Liaison Officer, a County Councillor or District Councillor is in attendance they will be invited to raise any relevant matter.                                                                         |
| <b>405/5 Approval of minutes</b>            | To approve the minutes of Meeting 404 of Hognaston Parish Council held on Monday 7 <sup>th</sup> July 2025.                                                                                                                                                                                                                                    |
| <b>405/6 Clerk's report</b>                 | To receive the Clerk's report on ongoing matters and actions since the last meeting.                                                                                                                                                                                                                                                           |
| <b>405/7 Information board</b>              | To receive any update regarding the installation of the information board.                                                                                                                                                                                                                                                                     |
| <b>405/8 Banking arrangements</b>           | To consider changing the Parish Council bank account to Unity Trust.                                                                                                                                                                                                                                                                           |
| <b>405/9 Council documents</b>              | i. To review the Clerk's draft Parish Council Risk Assessment.<br>ii. To review the Clerk's draft Complaint's Procedure. To<br>iii. Consider any updates to other Parish Council documents and policies.                                                                                                                                       |
| <b>405/10 Village reports</b>               | To report any matters relating to highways, parking, footpaths, bins or verges not covered elsewhere on the agenda.                                                                                                                                                                                                                            |
| <b>405/11 Finance</b>                       | i. Approval of payments<br>ii. Note income received<br>iii. Budget and accounts monitoring                                                                                                                                                                                                                                                     |
| <b>405/12 Planning</b>                      | i. To consider responses to planning applications received.<br>ii. To consider response to any tree work applications received.<br>iii. To note any planning decision made since the last meeting<br>iv. To discuss any other planning related matters                                                                                         |
| <b>405/13 Correspondence</b>                | To note any correspondence received.                                                                                                                                                                                                                                                                                                           |
| <b>405/14 Next agenda</b>                   | To consider any items for the next agenda.                                                                                                                                                                                                                                                                                                     |
| <b>405/15 Next meeting</b>                  | To agree that the next Hognaston Parish Council meeting be held on Monday 3 <sup>rd</sup> November 2025 at 7pm in Hognaston Village Hall.                                                                                                                                                                                                      |
| <b>405/16 Exclusion of public and press</b> | "Council resolves that the public and press be excluded from the meeting during the discussion of the following item of business to avoid the disclosure to them of exempt information as defined in paragraph 3 of schedule 12A to the Local Government Act 1972, as amended by Local Government Access to Information Variation Order 2006." |
| <b>405/17 Pay Award 2025</b>                | To consider the NJC's pay award recommendation for 2025.                                                                                                                                                                                                                                                                                       |