

Hognaston Parish Council
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Minutes of Meeting 393 of Hognaston Parish Council held on Monday 6th November 2023 at 7.30pm in Hognaston Village Hall.

Councillors present: Cllrs, Dawn Lewis (Chair), George Peach (Vice Chair), Alan Cribbens, John Thornley and Annie Webster.

In attendance: Colin Swindell (Clerk).

Item		Action by
393/1 Apologies	None.	
393/2 Variation of business	None.	
393/3 Declaration of interests	i. Declaration of Disclosable Pecuniary Interests None. ii. Declaration of Personal Interests None.	
393/4 Public speaking	i. Public speaking None. ii. Reports from Police Liaison Officer and County and District Councillors None.	
393/5 Approval of minutes	On the motion of Cllr Webster, seconded by Cllr Cribbens, it was agreed: The minutes of Meeting 392 held on Monday 4 th September 2023 be accepted as true record. The minutes were signed by the Chair.	
393/6 Clerk's Report	The Clerk reported the following: None.	
393/7 Action points from the last meeting	i. Play area tree survey and actions Action: The Clerk to look at purchasing a rubber mat to be placed under the picnic bench and for the bench to be anchored to the ground. ii. Information board No update. iii. Village parking Action: The Clerk to invite Sarah Dines MP to the village to discuss parking concerns and the lack of action by DCC – amongst other matters. iv. Jubilee Bench After some discussion it was suggested that alternative locations for the bench should be considered. There was concern that the application for the Platinum Jubilee Grant specifically identified Mills Croft as the site for the bench. Action: The Clerk to contact DDDC to make sure they are happy with changes to the plans submitted in the application process. v. Overgrown hedges at the bridge It was reported that the hedges appear to have been cut or died back. Action: To be removed from future agendas unless the problem reoccurs.	Clerk Clerk Clerk

	vi. Weed spraying The Clerk contacted DDDC to ask if weed spraying along the roadside and pavements had been undertaken in the village this year. DDDC responded to say that weed spraying had taken place throughout Hognaston on 22nd August 2023, but they would be willing to return to treat problem areas. DDDC also confirmed that they still use glyphosate they are contracted to provide the service by DCC. Agreed: To contact DDDC again in the spring to request weed spraying be carried out. vii. DCC Snow Warden Scheme The Clerk confirmed that he Hognaston was now signed up to the Snow Warden Scheme and grit supplies had been ordered for delivery to Cllr Peach's farm. Cllr Peach confirmed that no deliver had yet been received. It was reported that the grit bin at Turlowfields needed to be refilled and the grit bin on Stonepit Lane was damaged. Action: The Clerk to chase up the delivery of grit from DCC. Action: The Clerk to request the grit bin at Turlowfields be replenished and the one on Stonepit Lane be replaced.	Clerk Clerk
393/8 Grants	On the motion of Cllr Thonley, seconded by Cllr Lewis, it was agreed: A one-off grant of £500 be given to St. Bartholomew's Church for the upkeep and maintenance of the Churchyard.	
393/9 Parish Council documents	i. Risk Register Concerns were raised over the number and size of vehicles crossing over the bridge at Turlowfields Lane. Action: The Clerk to contact DCC to ask if the bridge has a weight restriction. The Clerk to also ask if and when a structural survey is undertaken to test the integrity of the bridge. ii. Communication and Engagement Strategy Agreed: This item be removed from future agendas. iii. Lessons Learnt No update.	Clerk
393/10 Parish council task list	i. Play Area, Green, Bus Shelter and Hognastone inspections It was reported that there was fungus growing in the play area and the multi-use games area (MUGA) was covered in moss.~ Agreed: A work party of Councillors to meet and help tidy-up the play area and MUGA. A time and date to be agreed between councillors after the meeting. ii. Group representative updates - Neighbour Watch No update. - HogGreen No update. - Speedwatch Action: Cllr Thornley to obtain the Speed Watch equipment from the former Councillor whom used to co-ordinated the sessions. iii. Reports from outside meetings No update. iv. Footpaths Grant No update.	All Cllr Thornley

393/11 Finance	i. Approval of payments On the motion of Cllr Thornley, seconded by Cllr Peach, the following payments were agreed: <table border="1"> <thead> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Clerk</td><td>Salary (September 2023)</td><td>£ 209.28</td></tr> <tr> <td>Clerk</td><td>Salary (October 2023)</td><td>£ 256.64</td></tr> <tr> <td>Clerk</td><td>Administration (Sept/Oct 2023)</td><td>£ 28.16</td></tr> <tr> <td>Clerk</td><td>Mileage (Sept/Oct 2023)</td><td>£ 25.20</td></tr> <tr> <td>Andrew Boam</td><td>Mowing (September 2023)</td><td>£ 90.00</td></tr> <tr> <td>Andrew Boam</td><td>Mowing (October 2023)</td><td>£ 90.00</td></tr> <tr> <td>Currys PC World</td><td>Lenovo laptop</td><td>£ 299.00</td></tr> <tr> <td>Norton</td><td>AntiVirus software</td><td>£ 19.99 *</td></tr> <tr> <td>Microsoft</td><td>Microsoft 365</td><td>£ 59.99 *</td></tr> <tr> <td>instantprint.co.uk</td><td>Parish newsletter</td><td>£ 38.04**</td></tr> <tr> <td>Hognaston PCC</td><td>Grant (Churchyard maintenance)</td><td>£ 500.00</td></tr> </tbody> </table> * Items purchased by and to be reimbursed to the Clerk. ** Item purchased by and to be reimbursed to Cllr Cribbens. ii. Income Received <table border="1"> <thead> <tr> <th>From:</th><th>Item of income:</th><th>Amount received:</th></tr> </thead> <tbody> <tr> <td>HMRC</td><td>VAT reclaim (2022/23)</td><td>£ 220.00</td></tr> </tbody> </table> iii. Budget and accounts monitoring The budget and bank reconciliation (October 2023) were circulated to members - see Appendix 393/A1. Agreed: The budget and bank reconciliation be noted. iv. Draft budget 2024/25 The Clerk circulated the proposed draft budget to Councillors. Several revisions and suggestions were put forward. Agreed: The Clerk to amend the draft budget and bring it back to the January meeting for further consideration.	Payee:	Item of expenditure:	Amount:	Clerk	Salary (September 2023)	£ 209.28	Clerk	Salary (October 2023)	£ 256.64	Clerk	Administration (Sept/Oct 2023)	£ 28.16	Clerk	Mileage (Sept/Oct 2023)	£ 25.20	Andrew Boam	Mowing (September 2023)	£ 90.00	Andrew Boam	Mowing (October 2023)	£ 90.00	Currys PC World	Lenovo laptop	£ 299.00	Norton	AntiVirus software	£ 19.99 *	Microsoft	Microsoft 365	£ 59.99 *	instantprint.co.uk	Parish newsletter	£ 38.04**	Hognaston PCC	Grant (Churchyard maintenance)	£ 500.00	From:	Item of income:	Amount received:	HMRC	VAT reclaim (2022/23)	£ 220.00	
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393/12 Planning	i. Response to recent planning applications - 23/00963/FUL – Green Farm, Green Lane, Hognaston (Alterations and extensions to dwelling) Agreed: No objections - 23/00988/LBALT - Green Farm, Green Lane, Hognaston (Alterations and extensions to dwelling) Agreed: No objections ii. Response to tree works applications - T/23/00156/TCA – Church Farm, Main Street, Hognaston (Removal of 1 small willow tree inside of ruined barn Removal of shoals of young, self set ash trees with ash die back) Agreed: No objections - T/23/00152/TCA – Upper Roods, Mills Croft, Hognaston (Fell 1 fir and 1 sycamore tree) Agreed: No objections - T/23/00176/TCA - 1 Bank House Court, Hognaston (Fell 1 apple tree Fell 1 crab apple tree) Agreed: No objections																																											

	iii. DDDC decisions on recent planning applications - 23/00786/FUL – 9 Mills Croft, Hognaston (Singles storey rear extension) <u>Decision:</u> Granted with conditions iv. Discussion of other planning applications or issues None.	
393/13 Correspondence	The following correspondence were received and noted: - DALC – Newsletter (September 2023) - PCSO Elaine Porter – SNT newsletter (September 2023) - Sarah Dines MP - Parish Notice Board Request - DALC – Newsletter (October 2023)	
393/14 Next agenda	<u>Agreed:</u> The following items be included on the next agenda: - Draft budget 2024/25 - Quiet lanes - Electric vehicle charging points.	
393/15 Next meeting	<u>Agreed:</u> The next Hognaston Parish Meeting be held on Monday 8th January 2024 at 7pm in Hognaston Village Hall.	

The meeting closed at 8.52pm

HPC - Hognaston Parish Council
DCC – Derbyshire County Council

DDDC – Derbyshire Dales District Council
DALC – Derbyshire Association of Local Councils

Appendix 393/A1

Budget and Bank Reconciliation

Budget 2023/24

(including payments for approval at the meeting)

Category of expenditure	Actual	Budget	Variance
Clerk's Salary	£ 1,860.32	£ 2,850.00	£ 989.68
Administration and expenses	£ 214.25	£ 200.00	-£ 14.25
Mileage	£ 107.10	£ 200.00	£ 92.90
Room hire	£ -	£ 200.00	£ 200.00
Payroll	£ 60.00	£ 120.00	£ 60.00
Insurance	£ 411.97	£ 450.00	£ 38.03
Internal Audit	£ 50.00	£ 100.00	£ 50.00
External Audit/Commission Fee	£ -	£ -	£ -
DALC Subscription	£ 136.58	£ 140.00	£ 3.42
Training	£ -	£ 200.00	£ 200.00
Play Area mowing	£ 740.00	£ 800.00	£ 60.00
Play Area Inspection	£ -	£ 105.00	£ 105.00
Village planting	£ 38.00	£ 100.00	£ 62.00
Annual Church clock maintenance	£ 195.00	£ 185.00	-£ 10.00
Defibrillators	£ -	£ 270.00	£ 270.00
Maintenance and contingency	£ 50.00	£ 500.00	£ 450.00
Election expenses	£ 120.00	£ 200.00	£ 80.00
Donations	£ -	£ 500.00	£ 500.00
GDPR expenses	£ 35.00	£ 35.00	£ -
Laptop purchase	£ 249.17	£ 400.00	£ 150.83
Total expenditure:	£ 4,267.39	£ 7,555.00	£ 3,287.61
Income			
Precept	£ 4,700.00		
Bank interest	£ 37.32		
VAT reclaim (2022/23)	£ 220.00		
Total income:	£ 4,957.32		
Balance 2022/23:	£ 689.93		

Bank Reconciliation - October 2023

Cash book			Bank	
Balance from 2022/23	£ 10,011.70		Current account balance	£ 11,374.57
Plus receipts	£ 4,957.32		Plus unpresented receipts	£ -
Less payments	-£ 3,501.46		Less unpresented cheques	£ -
Less VAT paid	-£ 92.99			£ 11,374.57
	£ 11,374.57			