

Minutes of Meeting 394 of Hognaston Parish Council held on Tuesday 23rd January 2024 in St Bartholomew's Church.

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

In attendance: Colin Swindell (Clerk) and 8 members of the public.

Item		Action by
394/1 Apologies	Apologies were received from Cllr Dermot Murphy (DCC).	
394/2 Variation of business	Agreed: With members of the public present having an interest in item 394/8 Quiet lanes , it was agreed to discuss this matter directly after 394/4 Public speaking .	
394/3 Declaration of interests	None.	
394/4 Public speaking	- Tony Clarke expressed thanks on behalf of the Parochial Church Council to HPC for the £500.00 grant towards the upkeep of the churchyard. - Questions were asked about works to the trees in the play area. The Chair confirmed that quotes were being sought for the removal of the ash trees. - A resident asked if the Parish Council could assist with the streetlight at Old Bakery Close which is illuminated at all hours. Action: The Clerk is to report the fault to the housing association. - Several residents spoke in-favour of adopting 'quiet lane' status through the village. Reasons for supporting this initiative included, to reduce speeding, traffic calming, protect the village from continued commercialisation of the surrounding area and maintain Hognaston's character as a tranquil, rural village. - A number of other highways related matters were raised by the public: • The 'Hognaston only' sign needs reinstating at the north of the village. • The priority markings at the bridge need to be changed. • Parking is still an issue with buses and fire engines getting stuck. • The speed limit area should be extended further out of the village. • It was questioned whether the bridge should have a weight limit on it. • It was questioned when the bridge was last structurally tested. Action: The Clerk to raise the above points and questions with DCC Highways.	Clerk Clerk
394/5 Approval of minutes	On the motion of Cllr Peach, seconded by Cllr Webster, it was agreed: The minutes of Meeting 393 held Monday 6th November 2023 be accepted as true record. The minutes were signed by the Chair.	
394/6 Clerk's Report	The Clerk reported the following: - Play area trees and repairs – Quotes are to be obtained for the removal of the ash trees and replacement 2x baby swing seats. The Clerk confirmed that it was not a requirement to have rubber matting underneath the picnic bench. It was also noted that since the last meeting the gate post at the entrance to the play area has rotted and come out of the ground.	

	Action: Cllr Peach and Cllr Thornley to look at the broken gatepost and offer recommendations for repair. - Village parking – The office of Sarah Dines MP has agreed in principle for Sarah Dines to visit Hognaston and meet with Councillors and the public to discuss parking and other local issues. Action: Cllr Lewis to continue pressing DCC for action over parking concerns. - Jubilee grant – The £500 remains unspent and Councillors need to decide what to spend the money on. Agreed: The Clerk to look at costings for a new noticeboard to be erected alongside the Hognaston. - Ash tree (Village Green) – A planning application for the removal of the ash tree and awaiting determination. - DCC Snow Warden Scheme – Cllr Peach reported that the grit supply has been used by volunteers in the village and was of great help during the recent heavy snowfall. Agreed: This matter is now RESOLVED.	Cllrs Peach & Thornley Cllr Lewis Clerk																								
394/7 EV charging points	Agreed: Due to a lack of time, this item be deferred until the next meeting.																									
394/8 Quiet lanes	Agreed: The Clerk to make enquiries with DCC about adopting ‘quiet lane’ status through Hognaston Village, citing the reasons as set out by residents during item 394/4 Public speaking .	Clerk																								
394/9 Risk management	Inspections are ongoing at the play area, Village Green and Hognaston. Noted: No new risks have been identified.																									
394/10 Village reports	Concerns were expressed over Oakden on Main Street. The property appears derelict, rat-infested and has no power. Action: Cllr Cribbens to investigate who the owners are whether there are any plans for the property.	Cllr Cribbens																								
394/11 Councillor updates	None.																									
394/11 Finance	i. Approval of payments On the motion of Cllr Cribbens, seconded by Cllr Peach, the following payments were agreed: <table> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> <tr> <td>Clerk</td><td>Salary (November 2023)</td><td>£ 366.68</td></tr> <tr> <td>Clerk</td><td>Salary (December 2023)</td><td>£ 226.96</td></tr> <tr> <td>Clerk</td><td>Admin (Nov/Dec 2023)</td><td>£ 28.82</td></tr> <tr> <td>Clerk</td><td>Mileage (Nov/Dec 2023)</td><td>£ 18.90</td></tr> <tr> <td>CHT</td><td>2x defib annual support</td><td>£ 324.00</td></tr> </table> ii. Income Received <table> <tr> <th>From:</th><th>Item of income:</th><th>Amount:</th></tr> <tr> <td>DDDC</td><td>Reimbursable exp. (23/24)</td><td>£ 458.00</td></tr> </table> iii. Budget and accounts monitoring The budget and bank reconciliation (December 2023) were circulated to members - see Appendix 394/A1. Agreed: The budget and bank reconciliation be noted. iv. Draft budget 2024/25 The Clerk circulated an amended draft budget to members. This included several amendments suggested at the previous meeting. It was noted that	Payee:	Item of expenditure:	Amount:	Clerk	Salary (November 2023)	£ 366.68	Clerk	Salary (December 2023)	£ 226.96	Clerk	Admin (Nov/Dec 2023)	£ 28.82	Clerk	Mileage (Nov/Dec 2023)	£ 18.90	CHT	2x defib annual support	£ 324.00	From:	Item of income:	Amount:	DDDC	Reimbursable exp. (23/24)	£ 458.00	
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	there has been a dependency over recent years to draw on the Parish Council reserves to maintain a low precept. This position was no longer financially sustainable. On the motion of Cllr Cribbens, seconded by Cllr Thornley, it was agreed: - The draft budget for 2024/25 as set out in Appendix 394/A2 be accepted. - The precept for 2024/25 be set at £6,580.00 (an increase of 40%) to meet a budget requirement of £8,180.00. - An average Band D household will pay £50.62 towards the Parish Precept in 2024/25 – an increase of approximately £15.00 or 42%.	
394/12 Planning	i. Response to recent planning applications - 23/01266/FUL - Red Lion Inn Main Street Hognaston Derbyshire DE6 1PR Erection of a 1no. dwellinghouse for manager accommodation (Resubmission site) <u>Agreed:</u> No objections ii. Response to tree works applications - T/24/00001/TCA – Church Farm, Main Street, Hognaston Removal of x1 ash tree <u>Agreed:</u> No objections - T/24/00016/TCA – The Green, Green Lane, Hognaston Ash Tree - Dismantle and fell to ground level <u>Agreed:</u> With this being the HPC’s own application, no comments were made. iii. DDDC decisions on recent planning applications - 23/00963/FUL – Green Farm, Green Lane, Hognaston (Alterations and extensions to dwelling) <u>Decision:</u> Withdrawn - 23/00988/LBALT - Green Farm, Green Lane, Hognaston (Alterations and extensions to dwelling) <u>Decision:</u> Withdrawn iv. Discussion of other planning applications or issues None.	
394/13 Correspondence	The following correspondence were noted: - DCC – Community News (December 2023) - DALC – Newsletter (January 2024) - Sarah Dines MP – The king’s portrait	
394/14 Next agenda	<u>Agreed:</u> With the deferment of agenda item 394/7 EV charging points, this matter is to be included on the next agenda for consideration.	
394/15 Next meeting	<u>Agreed:</u> The next Hognaston Parish Meeting be held on Monday 4 th March 2024 at 7pm in Hognaston Village Hall.	

The meeting closed at 9.13pm

HPC - Hognaston Parish Council
DCC – Derbyshire County Council
CHT – Community Heartbeat Trust

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

Appendix 394/A1

Budget and Bank Reconciliation

Budget 2023/24

(including payments for approval at the meeting)

Category of expenditure	Actual	Budget	Variance
Clerk's Salary	£ 2,453.96	£ 2,850.00	£ 396.04
Administration and expenses	£ 281.11	£ 200.00	-£ 81.11
Mileage	£ 126.00	£ 200.00	£ 74.00
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:	£ 5,446.79	£ 7,555.00	£ 2,108.21
Income			
Precept	£ 4,700.00		
Bank interest	£ 37.32		
VAT reclaim (2022/23)	£ 220.00		
Total income:	£ 4,957.32		
Balance 2023/24:	-£ 489.47		

Bank Reconciliation – December 2023

Cash book		Bank	
Balance from 2022/23	£ 10,011.70	Current account balance	£ 10,557.27
Plus receipts	£ 4,957.32	Plus unpresented receipts	£ -
Less payments	-£ 4,305.43	Less unpresented cheques	£ -
Less VAT paid	-£ 106.32		£ 10,557.27
	£ 10,557.27		

Appendix 394/A2

Draft budget and precept 2024/25 (Approved)

	2021/22		2022/23		2023/24			2024/25	Notes
	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Proposed	
Clerk's Salary	£ 2,530	£ 2,522	£ 3,300	£ 3,360	£ 2,850	£ 1,860	£ 3,000	£ 3,200	Includes potential backpay and payscale increase
Administration & expenses	£ 230	£ 220	£ 360	£ 334	£ 200	£ 214	£ 280	£ 250	Slight increase required for newsletter
Clerk's mileage	£ 200	£ 194	£ 260	£ 191	£ 200	£ 107	£ 170	£ -	Deleted. Councillors to check mail box and publish notices.
Hire of premises	£ 80	£ 148	£ 200	£ 144	£ 200	£ -	£ 160	£ 200	Frozen - current budget sufficient
Insurance	£ 450	£ 376	£ 450	£ 376	£ 450	£ 412	£ 412	£ 450	Frozen - current budget sufficient
Payroll	£ -	£ -	£ -	£ -	£ 120	£ 60	£ 120	£ 140	Slight increase in fees expected
Internal Audit	£ 30	£ -	£ 300	£ 80	£ 100	£ 50	£ 50	£ 60	Same auditor appoint for 2024/25. £60 sufficient.
GDPR expenses	£ 35	£ 35	£ 35	£ 35	£ 35	£ 35	£ 35	£ 40	Amount has been same for several years. Increase expected.
DALC Subscription	£ 110	£ 108	£ 110	£ 109	£ 140	£ 137	£ 137	£ 160	Calculations based on population put amount at around £150.
Training	£ 150	£ 198	£ 150	£ 70	£ 200	£ -	£ -	£ -	Removed for one year and transferred to fund tree removal
Grounds maintenance	£ 200	£ 500	£ 640	£ 720	£ 800	£ 740	£ 750	£ 1,000	Part paid through reimbursable expenditure (approx £458)
Village planting	£ 200	£ 340	£ 300	£ 19	£ 100	£ 38	£ 38	£ 50	Frozen - current budget sufficient
Play Area Inspection	£ 100	£ 95	£ 95	£ 95	£ 105	£ -	£ 108	£ 120	Estimated quote from supplier at £120.00
Annual Church clock maintenance	£ 165	£ 165	£ 165	£ 165	£ 185	£ 195	£ 195	£ 210	Increase by 10%
Defibrillators	£ -	£ -	£ -	£ -	£ 270	£ -	£ 290	£ 300	Adoption of 2 defibs and annual support packages
Grants	£ 50	£ 168	£ 100	£ -	£ 500	£ -	£ 500	£ -	Removed for one year and transferred to fund tree removal
Contingency/elections	£ 50	£ 71	£ 500	£ 840	£ 500	£ 50	£ 500	£ 500	Frozen - current budget sufficient
Tree removal	New line	New line	New line	New line	New line	New line	New line	£ 1,500	Removal of ash tree on Village Green
Election expenses	£ -	£ -	£ -	£ -	£ 200	£ 120	£ 120	£ -	Merged with contingency
Laptop purchase	£ -	£ -	£ -	£ -	£ 400	£ 249	£ 249	£ -	Deleted. One off Purchase in 2023/24
Total expenditure	£ 4,580	£ 5,139	£ 6,965	£ 6,537	£ 7,555	£ 4,267	£ 7,114	£ 8,180	
Forecasted carry over:					£ 560	£ 560	£ 560	£ 411	
Precept	£ 4,580	£ 4,580	£ 4,580	£ 4,580	£ 4,700	£ 4,700	£ 4,700	£ 6,580	40% increase in precept
From reserves					£ 1,555	£ 1,555	£ 1,134	£ 531	Amount needed from reserves to balance budget
Reimbursable expenditure					£ 470		£ 470	£ 458	
Footpaths grant					£ -	£ -	£ -	£ -	
Grants/donations received					£ -	£ -	£ -	£ -	
VAT reclaim					£ 270	£ 220	£ 220	£ 200	
Total income		£ 4,580			£ 7,555	£ 7,035	£ 7,084	£ 8,180	
Precept options 2024/25									
					Percentage increase				
	Precept	Reserves	Taxbase	Band D chrg	Precept	Band D			
2023/24	£ 4,700	£ 1,555	131.9	£ 35.63	2.6%	2.1%			
2024/25 - Option 1	£ 4,700	£ 2,399	129.97	£ 36.16	0.0%	1.5%			
2024/25 - Option 2	£ 4,818	£ 2,270	129.97	£ 37.07	2.5%	4.0%			
2024/25 - Option 3	£ 4,935	£ 2,141	129.97	£ 37.97	5.0%	6.6%			
2024/25 - Option 4	£ 5,053	£ 2,011	129.97	£ 38.88	7.5%	9.1%			
2024/25 - Option 5	£ 5,170	£ 1,882	129.97	£ 39.78	10.0%	11.6%			
2024/25 - Option 6	£ 5,287	£ 1,754	129.97	£ 40.68	12.5%	14.2%			
2024/25 - Option 7	£ 5,405	£ 1,624	129.97	£ 41.58	15.0%	16.7%			
2024/25 - Option 8	£ 5,523	£ 1,494	129.97	£ 42.49	17.5%	19.3%			
2024/25 - Option 9	£ 5,640	£ 1,365	129.97	£ 43.39	20.0%	21.8%			
Balance precept without reserves	£ 6,881	£ -	129.97	£ 52.94	46.4%	48.6%			
Agreed precept	£ 6,580	£ 531	129.97	£ 50.63	40.0%	42.0%			