

Draft minutes of Meeting 395 of Hognaston Parish Council held Monday 4th March 2024 in Hognaston Village Hall.

These minutes are a draft until agreed as a true record by the next meeting of Hognaston Parish Council.

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

In attendance: Colin Swindell (Clerk) and Cllr Dermot Murphy (DDDC & DCC)

Item		Action by
395/1 Apologies	Apologies were received from Cllr John Thornley.	
395/2 Variation of business	None.	
395/3 Interests	None.	
395/4 Public speaking	None.	
395/5 Approval of minutes	On the motion of Cllr Cribbens, seconded by Cllr Peach, it was agreed: The minutes of Meeting 394 held Tuesday 23 rd January 2024 be accepted as a true record. The minutes were signed by the Chair.	
395/6 Clerk's report	The Clerk reported the following: - Quotes for tree works – Quotes for removing the ash tree on the Village Green and play area are to be sought for the May meeting. - Play area repairs – HAGS have been contacted for quote for new baby swings. - Broken gatepost at play area – Any works to repair the gatepost have been delayed due to the wet weather. Action: Cllr Peach and Cllr Thornley to undertake repairs at the earliest opportunity. - MP visit – Sarah Dines' office has given the Clerk a potential date for the MP to visit Hognaston and meet Parishioners. Action: The Clerk to continue discussions with the MP's office to find a workable date and put in place the necessary arrangements. - Streetlight at Old Bakery Close – The fault (that the light is on 24/7) has been reported to 'People for Places' housing association. Awaiting response. - Highways issues- The highways matters raised at the January 2024 Parish Council meeting have been raised with DCC. - Quiet Lanes – An enquiry has been sent to DCC about the possibility of Hognaston achieving Quiet Lane status. - Jubilee grant – The £500 remains unspent. An application has been made to Cllr Murphy's 'Community Leadership Fund' and, along with the Jubilee Grant, could be used to purchase an information board. Action: Cllr Cribbens to look at design options and costs for the next meeting. - Precept 2024/25 – This was submitted to DDDC on 24th January 2024.	Clerk Cllrs, Peach & Thornley Clerk Cllr Cribbens
395/7 EV charging points	Councillors considered a feasibility report from Cllr Cribbens in relation to the installation of public electric vehicle charging points (EVCPs) in Hognaston. The report highlighted that the electrical supply to the village is 1MW (1,000KW). With modest charging rates being 50-100KW there would be a substantial pull on the village's power supply when in use. This issue alone makes the provision of public EVCPs in Hognaston doubtful.	

	Action: The Clerk to contact National Grid to ask if there are any plans in place to upgrade the power supply capacity to the village.	Clerk																		
395/8 Grounds maintenance	The Clerk updated Councillors on his efforts to source quotes from potential contractors – as well as the existing groundsman. 2x quotes have been received and were presented to members. It was also questioned whether there might be a suitable candidate from within the village who might be interested in applying for the job. On the motion of Cllr Webster, seconded by Cllr Peach, it was agreed: The Clerk to advertise the grounds maintenance role to Parishioners through HogNews and Facebook. If after one week there are no expressions of interests, the contract is to be awarded to the current groundsman.	Clerk																		
395/9 Annual Parish Meeting	Agreed: To hold the Annual Parish Meeting on Monday 20 th May 2024 – subject to the availability of the Village Hall. The meeting is to take the usual format with refreshments provided.																			
395/10 Biodiversity policy	A draft Biodiversity Policy had been circulated by the Clerk to Councillors prior to the meeting. On the motion of Cllr Webster, seconded by Cllr Cribbens, it was agreed: The Biodiversity Policy be adopted. Action: The policy is to be published on the Parish Council website.	Clerk																		
395/11 Complaints policy	A draft Complaints Procedure Policy had been circulated by the Clerk to Councillors prior to the meeting. Agreed: The draft policy be refused due to being over complicated and lengthy. Action: The Clerk to produce a simplified Complaints Procedure Policy for consideration at the next meeting.	Clerk																		
395/12 Parish Council documents	Action: The Clerk to review the Communications Policy to reflect the Parish Council's quarterly newsletter and Facebook Page. The draft changes are to be considered at the next meeting.	Clerk																		
395/13 Village reports	Cllr Lewis reported on her recent dealings with DCC over the poor-quality resurfacing of Mills Croft in October 2023. The new surface has eroded and completely come away. Cllr Lewis has submitted an FOI request to find out the cost of the works undertaken. The response from DCC stated that the contractor was paid £4,000 but this does not account for other associated costs. Cllr Lewis has involved Cllr Murphy (DCC), Cllr Cupit (DCC Cabinet Member for Place) and highways officers in the matter and the works have now been deemed 'not fit for purpose'. DCC are to return after March 2024 to repeat the works to an acceptable standard. Cllr Lewis has been reassured that the new works will be at the cost to the contractor.																			
395/14 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 (January 2024)</td><td>£ 278.32</td></tr> <tr> <td>Clerk</td><td>Salary (February 2024)</td><td>£ 226.96</td></tr> <tr> <td>Clerk</td><td>Administration (Jan/Feb 2024)</td><td>£ 32.01</td></tr> <tr> <td>Clerk</td><td>Mileage (Jan/Feb 2024)</td><td>£ 12.60</td></tr> <tr> <td>InstantPrint</td><td>Newsletter (February 2024)</td><td>£ 34.68 *</td></tr> </table> * Paid by and to be reimbursed to Cllr Alan Cribbens ii. Income Received None.	Payee:	Item of expenditure:	Amount:	Clerk	Salary (January 2024)	£ 278.32	Clerk	Salary (February 2024)	£ 226.96	Clerk	Administration (Jan/Feb 2024)	£ 32.01	Clerk	Mileage (Jan/Feb 2024)	£ 12.60	InstantPrint	Newsletter (February 2024)	£ 34.68 *	
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	iii. Budget and accounts monitoring The budget and bank reconciliation (February 2024) were circulated to members - see Appendix 395/A1. Agreed: The budget and bank reconciliation be noted.	
395/15 Planning	i. Response to recent planning applications None. ii. Response to tree works applications None. iii. DDDC decisions on recent planning applications T/24/00016/TCA – The Green, Green Lane, Hognaston Ash Tree - Dismantle and fell to ground level Decision: Permitted iv. Discussion of other planning applications or issues None.	
395/16 Correspondence	Agreed: The following correspondence be noted: - Derbyshire PCC – Newsletter (January 2024) - DALC – Newsletter (February 2024) - DALC – Newsletter (March 2024) - DCC – Parish and Town Council Liaison Forum (April 2024)	
395/17 Next agenda	Agreed: The following items be included on the next agenda: - Updated Communications Policy - Draft Complaints Procedure Policy - Arrangements for the Annual Parish Meeting	
395/18 Next meeting	Agreed: The next Hognaston Parish Council meeting be held on Monday 13th March 2024 at 7pm in Hognaston Village Hall.	

The meeting closed at 8.46pm

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

DCC – Derbyshire County Council
EVCP – Electric Vehicle Charging Point

Appendix 395/A1

Budget and Bank Reconciliation

Budget 2023/24
(29th February 2024)

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:	£ 5,716.79	£ 7,555.00	£ 1,838.21
Income			
Precept	£ 4,700.00		
Bank interest	£ 37.32		
VAT reclaim (2022/23)	£ 220.00		
Reimbursable expend. (2023/24)	£ 458.00		
Total income:	£ 5,415.32		
Balance 2023/24:	-£ 301.47		

Bank Reconciliation

February 2024

Cash book		Bank	
Balance from 2022/23	£ 10,011.70	Current account balance	£ 9,549.91
Plus receipts	£ 5,415.32	Plus unpresented receipts	£ -
Less payments	-£ 5,716.79	Less unpresented cheques	£ -
Less VAT paid	-£ 160.32		£ 9,549.91
	£ 9,549.91		