

Minutes of Meeting 396 of Hognaston Parish Council held Monday 13th May 2024 in Hognaston Village Hall.

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

In attendance: Colin Swindell (Clerk) and 2 members of the public.

Item		Action by
396/1 Election of Chair	On the motion of Cllr Webster, seconded by Cllr Peach, it was agreed: Cllr Lewis be elected Chair of Hognaston Parish Council for the 24/25 year. Cllr Lewis signed the Declaration of Acceptance of Office.	
396/2 Election of Vice-Chair	On the motion of Cllr Lewis, seconded by Cllr Webster, it was agreed: Cllr Peach be elected Vice-Chair of Hognaston Parish Council for the 24/25 year. Cllr Jackson signed the Declaration of Acceptance of Office.	
396/3 Apologies	Apologies were received from Cllr Alan Cribbens and PSCO Elaine Porter.	
396/4 Variation of business	None.	
396/5 Interests	None.	
396/6 Public speaking	A member of the public raised a planning concern, which the Clerk offered pass on to DDDC Planning Department. A member of the public asked for an update on the felling of the ash tree on the Village Green. The Chair replied by informing the resident that permission to fell the tree had now been granted and that the Council would be considering quotes for its removal later in the meeting. It was asked if the Parish Council had considered installing a speed indicator device (SID) in the village. The Clerk told the meeting that Police and Crime Commissioner's grant funding for SIDs had now ended, but would enquire about the possibility of future grants becoming available.	
396/7 Approval of minutes	On the motion of Cllr Peach, seconded by Cllr Webster, it was agreed: The minutes of Meeting 395 held Monday 4 th March 2024 be accepted as a true record. The minutes were signed by the Chair.	
396/8 Clerk's report	- Parish Precept 2024/25 – The total sum of £6,580.00 has now been received. - Play area mowing contract – Following an advertisement within the Parish, one further tender was received for the contract. As the quote is significantly higher than that given by the current contractor, the Clerk (in consultation with the Chair) awarded the works to Andy Boam for a further year. - Meeting with MP - The community meeting with Sarah Dines MP took place on Thursday 25th April 2024. There were 20 attendees – 4 Parish Councillors and 16 parishioners – and feedback was positive. - Light at Old Bakery Close – The light is still on at all times. The Clerk has pursued this matter with 'Places for People' on several occasions. - National Grid enquiry – National Grid has been contacted to ask if there are any plans in place to upgrade the power supply capacity to the village. - Tree felling (The Green and Play Area) – Permission has now been granted to remove the ash tree on The Green and permission is pending for the felling of elm tree in the play area. Quotes to remove both trees are to be considered later in the agenda.	

	- Information board – Cllr Murphy has granted £1,100.00 to the Parish Council through his Community Leadership Fund towards an information board. - New Parish Council notice board – The Clerk has looked into this matter and believes that there is merit in moving the existing notice board from inside the bus shelter to the outside. This will save money and ensure the notices are more visible to the public. - Quiet Lane status – No update from DCC. The Clerk has recently pursued this matter with DCC. - ‘Hognaston Only’ sign at the South of the Village - No update from DCC. The Clerk has recently pursued this matter with DCC. - Introduction of Bridge Weight limit – No update from DCC. The Clerk has recently pursued this matter with DCC. - Structural testing of the bridge - No update from DCC. The Clerk has recently pursued this matter with DCC. - Widening of 30MPH speed limit area - No update from DCC. The Clerk has recently pursued this matter with DCC.	
396/9 Accounting statements 2023/24	Councillors considered the 2023/24 year-end statement of accounts and the Annual Governance and Accountability Return (AGAR). i. Internal Auditor’s report. Agreed: To note the Internal Auditor’s report. ii. Annual Governance Statement On the motion of Cllr Thornley, seconded by Cllr Peach, it was agreed: To approve and sign the document. iii. Annual Accounting Statement On the motion of Cllr Thornley, seconded by Cllr Peach, it was agreed: To approve and sign the document. iv. Certificate of Exemption for Smaller Authorities On the motion of Cllr Thornley, seconded by Cllr Peach, it was agreed: To approve and sign the document. Agreed: It was agreed that the dates for the ‘Notice of the Exercise of Public Rights’ be set as Monday 3 June 2024 – Friday 12 July 2024.	
396/10 Review of policies	On the motion of Cllr Thornley, seconded by Cllr Peach, it was agreed: To readopt the following policies for the 2024/25 year: - Code of Conduct - Standing Orders - Financial Regulations - Biodiversity Policy The Clerk is to update the Communication Strategy include the quarterly newsletter and Hognaston Parish Council Facebook Page.	Clerk
396/11 Insurance	On the motion of Cllr Peach, seconded by Cllr Thornley, it was agreed: To approve payment for the renewal premium of £491.38 from Clear Councils for Parish Council insurance 2024/25.	
396/12 DALC Subs	On the motion of Cllr Thornley, seconded by Cllr Webster, it was agreed: To approve payment of £148.47 for the 2024/25 DALC annual subscription fee.	
396/13 Tree works quotes	Councillors considered 4 quotes for the felling of thee ash tree on The Green and a dead elm tree in the play area. On the motion of Cllr Thornley, seconded by Cllr Peach, it was agreed: To accept the quote of £350 (excl VAT) from Bentley Treescapes.	
396/14 Council documents	None.	

396/15 Village reports	Cllr Lewis reported that Mills Croft had still not been resurfaced and that the lack of action by DCC was disappointing. Action: The Clerk is to pursue the above matter with DCC. Cllr Lewis also raised the need for new street name plates to be installed at the entrance to Mills Croft. Action: The Clerk is to raise the above matter with DDDC.	Clerk Clerk																																										
396/16 Finance	Approval of payments On the motion of Cllr Webster, 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 (March 2024)</td><td>£ 226.96</td></tr> <tr> <td>Clerk</td><td>Salary (April 2024)</td><td>£ 278.32</td></tr> <tr> <td>Stinkyink.com</td><td>Printer ink</td><td>£ 39.62 *</td></tr> <tr> <td>Andy Boam</td><td>Play area mowing (March 2024)</td><td>£ 45.00</td></tr> <tr> <td>Andy Boam</td><td>Play area mowing (April 2024)</td><td>£ 135.00</td></tr> <tr> <td>Play Inspect. Comp.</td><td>Annual play equipment inspection</td><td>£ 129.60</td></tr> <tr> <td>DM Payroll Ltd</td><td>Payroll services (Oct 23 – March 24)</td><td>£ 60.00</td></tr> <tr> <td>Hog. Village Hall</td><td>Room hire (2023/24)</td><td>£ 144.00</td></tr> <tr> <td>DALC</td><td>Annual subscription fee (2024/25)</td><td>£ 148.47</td></tr> <tr> <td>Clear Councils</td><td>Annual insurance premium (2024/25)</td><td>£ 491.38</td></tr> </tbody> </table> * Paid by and to be reimbursed to the Clerk. i. Income Received <table border="1"> <thead> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>DCC (Cllr Murphy)</td><td>Community Leadership Fund grant</td><td>£ 1,100.00</td></tr> <tr> <td>DDDC</td><td>Parish precept (2024/25)</td><td>£ 6,580.00</td></tr> </tbody> </table> ii. Budget and accounts monitoring The budget and bank reconciliation (March 2024) were circulated to members - see Appendix 396/A1. Agreed: The budget and bank reconciliation be noted.	Payee:	Item of expenditure:	Amount:	Clerk	Salary (March 2024)	£ 226.96	Clerk	Salary (April 2024)	£ 278.32	Stinkyink.com	Printer ink	£ 39.62 *	Andy Boam	Play area mowing (March 2024)	£ 45.00	Andy Boam	Play area mowing (April 2024)	£ 135.00	Play Inspect. Comp.	Annual play equipment inspection	£ 129.60	DM Payroll Ltd	Payroll services (Oct 23 – March 24)	£ 60.00	Hog. Village Hall	Room hire (2023/24)	£ 144.00	DALC	Annual subscription fee (2024/25)	£ 148.47	Clear Councils	Annual insurance premium (2024/25)	£ 491.38	Payee:	Item of expenditure:	Amount:	DCC (Cllr Murphy)	Community Leadership Fund grant	£ 1,100.00	DDDC	Parish precept (2024/25)	£ 6,580.00	
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396/17 Planning	i. Response to recent planning applications - 24/00203/FUL - Yew Tree Cottage, Main Street, Hognaston DE6 1PR Formation of car parking bay with pavement crossing with access for vehicle charging. Agreed: No objection ii. Response to tree works applications - T/24/00071/TCA – Lydds Farm, Main Street, Hognaston Fell 1 Douglas Fir and 2 Cypress trees Agreed: No objection - T/24/00080/TCA - Play Area Old Bakery Close Hognaston Fell elm tree to ground level Agreed: No objection - T/24/00082/TCA - Plumtree Cottage Main Street Hognaston Fell 2 cooking apple trees Agreed: No objection iii. DDDC decisions on recent planning applications None. iv. Discussion of other planning applications or issues None.																																											

396/18 Correspondence	The following correspondence were considered and noted: - Police and Crime Commissioner – Councillor Briefing (March 2024) - DALC – Newsletter (April 2024) - DCC – Mobile Library dates (May and June 2024) - DALC – Roadshow dates and venues - DCC – Slides from the Parish and Town Council Liaison Forum - DALC – Newsletter (May 2024) - DDDC – Derbyshire Dales Local Plan Review - PCSO Elaine Porter - Ashbourne SNT Newsletter (April 2024)	
396/19 Next agenda	<u>Agreed:</u> The following items be included on the next agenda: - Play area inspection report - Parish information board	
396/20 Next meeting	<u>Agreed:</u> The next Hognaston Parish Council meeting be held on Monday 1 st July 2024 at 7pm in Hognaston Village Hall.	

The meeting closed at 8.15pm

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

DCC – Derbyshire County Council
SID – Speed indicator device

Appendix 396/A1

Budget and Bank Reconciliation

Budget 2023/24

As of 31st March 2024

Category of expenditure	Actual	Budget	Variance
Clerk's Salary	£ 2,959.24	£ 2,850.00	-£ 109.24
Administration and expenses	£ 342.81	£ 200.00	-£ 142.81
Mileage	£ 138.60	£ 200.00	£ 61.40
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:	£ 6,296.37	£ 7,555.00	£ 1,258.63
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:	-£ 881.05		

Bank Reconciliation

As of 31st March 2024

Cash book		Bank	
Balance from 2022/23	£ 10,011.70	Current account balance	£ 8,965.34
Plus receipts	£ 5,415.32	Plus unrepresented receipts	£ -
Less payments	-£ 6,296.37	Less unrepresented cheques	£ -
Less VAT paid	-£ 165.31		£ 8,965.34
	£ 8,965.34		