

Minutes of the Hognaston Annual Parish Council (Meeting 410) held Monday 11th May 2026 at 7pm in the Village Hall.

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

In attendance: Colin Swindell (Clerk).

Item		Action by
410/1 Election of Chair	On the motion of Cllr Peach, seconded by Cllr Thornley, it was unanimously agreed: Cllr Dawn Lewis be elected Chair of Hognaston Parish Council for the 2026/27 year. Cllr Lewis signed the Declaration of Acceptance of Office.	
410/2 Election of Vice-Chair	On the motion of Cllr Lewis, seconded by Cllr Cribbens, it was unanimously agreed: Cllr George Peach be elected Vice-Chair of Hognaston Parish Council for the 2026/27 year. Cllr Peach signed the Declaration of Acceptance of Office.	
410/3 Apologies	Apologies received from Cllrs, Dermot Murphy (DDDC) and Adrian Hunter (DCC).	
410/4 Variation of business	None.	
410/5 Interests	None.	
410/6 Public speaking	None.	
410/7 Approval of minutes	On the motion of Cllr Cribbens, seconded by Cllr Peach, it was unanimously agreed: The minutes of Meeting 409 held Monday 2nd March 2026 be accepted as a true record. The minutes were signed by the Chair.	
410/8 Clerk's report	The Clerk reported on the following actions and updates since the last meeting: - Gulley at the bottom of Dirty Lane (reference FS-Case-690933301) – No update. - Condition of Stonepit Lane – No update. Being monitored by DCC. - Sharp drop at bridge – No update. - Street name plate at Mills Croft (reference 932548) – DDC emailed the Parish Council on 1st May 2026 stating that the authority is working on the request for a new street name plate. - PROW signs – No update. - Adoption of BT telephone kiosk on Main Street (26/00462/PREAPP) – The Clerk has sought advice from DDC Planning Department about restrictions and listings on the kiosk and this has been assigned to a planning officer for pre-planning advice. Agreed: The Clerk be given delegated authority to progress the adoption of the telephone kiosk on condition that no issues or concerns are raised by DDC planning department.	Clerk

	- Leak outside Plum Tree Cottage – The clerk has reported this to Severn Trent who have been on site in recent days to investigate the cause of the leak. - MP Invite to community meeting – A request has been sent from John Whitby MP's office to rearrange the meeting with members of the community. Agreed: Attendees at the upcoming Annual Parish Meeting are to be asked if they wish for the Parish Council to rearrange the meeting. - Internal Audit 2025/26 – This has now been completed and is for consideration under agenda item 410/9 - Closure of Lloyds bank account – This is now completed and the remaining funds have been transferred to the new Unity Trust Bank account.	
410/9 Annual Governance and Accountability Return	i. Internal Auditor's report 2025/26 On the motion of Cllr Lewis, seconded by Cllr Peach, it was unanimously agreed: To note the Annual Internal Audit report. ii. Annual Governance Statement 2025/26 On the motion of Cllr Peach, seconded by Cllr Thornley, it was unanimously agreed: To approve and sign the Annual Governance Statement. iii. Annual Accounting Statements 2025/26 On the motion of Cllr Cribbens, seconded by Cllr Peach, it was unanimously agreed: To approve and sign the Annual Accounting Statements 2025/26 iv. Certificate of Exemption for Smaller Authorities 2025/26 On the motion of Cllr Peach, seconded by Cllr Thornley, it was unanimously agreed: To approve and sign the Certificate of Exemption. v. Notice for the Exercise of Public Rights 2025/26 On the motion of Cllr Lewis, seconded by Cllr Peach, it was unanimously agreed: The Notice for the Exercise of Public Rights be set as Wednesday 3rd June 2026 to Tuesday 14th July 2026.	
410/10 Review of policies	On the motion of Cllr Peach, seconded by Cllr Cribbens, it was unanimously agreed: The following policies be readopted for the 2026/27 Parish Council Year: i. Code of Conduct ii. Standing Orders iii. Financial Regulations iv. Biodiversity Policy v. Communication Strategy vi. IT and Social Media Policy	
410/11 Review of Asset Register	On the motion of Cllr Thornley, seconded by Cllr Peach, it was unanimously agreed: To note and accept the Asset Register as an accurate record.	
410/12 Review of meeting arrangements	On the motion of Cllr Peach, seconded by Cllr Webster, it was unanimously agreed: - Parish Council meetings continue to be held every two months. - The regular meeting date and time be the first Monday of the month at 7pm.	

410/13 Highways issues	The Chair reported that Cllr Adrian Hunter (DCC) has recently met with officers from DCC Highways Department to discuss numerous highways matters across the Hognaston Parish. Agreed: Before any further action is taken on highways matters, the Parish Council is to await an update from Cllr Hunter.																																											
410/14 Parish Council insurance renewal	On the motion of Cllr Thornley, seconded by Cllr Peach, it was unanimously agreed: To approve the payment of £675.02 to Clear Councils for the annual insurance premium 2026/27.																																											
410/15 Village reports	None.																																											
410/16 Finance	i. Approval of payments On the motion of Cllr Thornley, seconded by Cllr Cribbens, the following payments were unanimously agreed: <table> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> <tr> <td>Clerk</td><td>Salary (March 2026)</td><td>£ 301.22</td></tr> <tr> <td>Clerk</td><td>Salary (April 2026)</td><td>£ 245.62</td></tr> <tr> <td>Bentley Treescapes</td><td>Play area mowing (March 2026)</td><td>£ 255.00</td></tr> <tr> <td>Bentley Treescapes</td><td>Play area mowing (April 2026)</td><td>£ 255.00</td></tr> <tr> <td>Clear Councils</td><td>Parish Council insurance 2026/27</td><td>£ 675.02</td></tr> <tr> <td>DM Payroll Services</td><td>Payroll services (2026/27)</td><td>£ 162.00</td></tr> <tr> <td>Hognaston Village Hall</td><td>Room hire (March 2026)</td><td>£ 20.00</td></tr> <tr> <td>DALC</td><td>Annual subscription fee (2026/27)</td><td>£ 188.32</td></tr> <tr> <td>Lloyds Bank</td><td>Bank charges (April 2026)</td><td>£ 4.25</td></tr> <tr> <td>Unity Trust Bank</td><td>Bank charges (March 2026)</td><td>£ 7.00</td></tr> <tr> <td>Unity Trust Bank</td><td>Bank charges (April 2026)</td><td>£ 7.00</td></tr> </table> ii. Income Received The following items of income were noted: <table> <tr> <th>Payee:</th><th>Item of income:</th><th>Amount:</th></tr> <tr> <td>DDDC</td><td>Parish precept (2026/27)</td><td>£ 7,777.00</td></tr> </table> iii. Budget and accounts monitoring The Budget and Bank Reconciliation Statements as of 31st March 2026 and 30th April 2026 were circulated to Councillors - see Appendix 410/A1 and 410/A2. On the motion of Cllr Lewis, seconded by Cllr Peach, it was unanimously agreed: The Budget and Bank Reconciliation Statements noted and accepted.	Payee:	Item of expenditure:	Amount:	Clerk	Salary (March 2026)	£ 301.22	Clerk	Salary (April 2026)	£ 245.62	Bentley Treescapes	Play area mowing (March 2026)	£ 255.00	Bentley Treescapes	Play area mowing (April 2026)	£ 255.00	Clear Councils	Parish Council insurance 2026/27	£ 675.02	DM Payroll Services	Payroll services (2026/27)	£ 162.00	Hognaston Village Hall	Room hire (March 2026)	£ 20.00	DALC	Annual subscription fee (2026/27)	£ 188.32	Lloyds Bank	Bank charges (April 2026)	£ 4.25	Unity Trust Bank	Bank charges (March 2026)	£ 7.00	Unity Trust Bank	Bank charges (April 2026)	£ 7.00	Payee:	Item of income:	Amount:	DDDC	Parish precept (2026/27)	£ 7,777.00	
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410/17 Planning	i. Response to recent planning applications - 26/00434/FUL - Installation of solar PV panels and associated infrastructure Land South of Stoney Lane Hognaston Derbyshire Agreed: No objections. ii. Response to tree works applications - None. iii. DDDC decisions on recent planning applications - 26/00081/FUL - Overtown Cottage Big Lane Hognaston Proposed welfare facility/log cabin & change of use from agricultural land to campsite Decision: Refused																																											

	iv. Discussion of other planning applications or issues None.	
410/18 Correspondence	The following correspondence were considered and noted: - DDDC – Appeal notice: Land South of, Stoney Lane, Hognaston (Ref: 6006179) - DALC – Newsletter (April 2026) - PCSO Porter – Ashbourne Safer Neighbourhood Team Community Update - DDDC - Local Plan review update - DALC – Newsletter (May 2026)	
410/19 Next agenda	Agreed: The next agenda is to include the following items: - New Financial Regulations (NALC Model 2025). - Quotes for an Assertion 10 compliant website. - Play area inspection report.	
410/20 Next meeting	Agreed: The next Hognaston Parish Council meeting be held Monday 6 th July 2026 th in Hognaston Village Hall.	
410/21 Exclusion of public and press	On the motion of Cllr Cribbens, it was seconded by Cllr Webster, it was unanimously agreed: The public and press be excluded from the meeting during the discussion of the following items 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 the Local Government Access to Information Variation Order 2006.	
410/22 Clerk's salary review	On the motion of Cllr Thornley, seconded by Cllr Cribbens, it was unanimously agreed: The Clerk's salary be increased in line with SCP 9 as determined by the National Joint Council (NJC) for Local Government Services.	

The meeting closed at 8.10pm

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

DCC – Derbyshire County Council
PROW – Public right of way

Appendix 410/A1**Year-end Budget and Bank Reconciliation Statement (March 2026)****Budget 2025/26**31st March 2026

Category of expenditure	Actual	Budget	Variance	2024/25
Clerk's salary	£ 3,156.92	£ 3,200.00	£ 43.08	£ 3,107.72
Administration & expenses	£ 214.56	£ 250.00	£ 35.44	£ 136.57
Room hire	£ 260.00	£ 200.00	-£ 60.00	£ 164.00
Payroll	£ 132.00	£ 150.00	£ 18.00	£ 180.00
Insurance	£ 491.38	£ 530.00	£ 38.62	£ 491.38
Internal audit	£ 100.00	£ 120.00	£ 20.00	£ 85.00
GDPR expenses	£ 47.00	£ 40.00	-£ 7.00	£ 35.00
DALC subscription	£ -	£ 160.00	£ 160.00	£ 326.40
Training	£ -	£ 200.00	£ 200.00	£ -
Grounds maintenance	£ 1,400.00	£ 1,500.00	£ 100.00	£ 1,095.00
Play area Inspections	£ 117.00	£ 120.00	£ 3.00	£ 221.00
Village planting	£ -	£ 50.00	£ 50.00	£ -
Annual church clock maintenance	£ 195.00	£ 225.00	£ 30.00	£ 195.00
Defibrillators	£ 270.00	£ 320.00		£ 270.00
Contingency/elections	£ 1,647.04	£ 500.00		£ 1,492.93
Tree removal	£ -	£ -	£ -	£ 550.00
Total expenditure:	£ 8,030.90	£ 7,565.00	£ 631.14	£ 8,350.00
Income				2024/25
Precept	£ 7,107.00			£ 6,580.00
Bank interest	£ -			£ -
VAT reclaim (2024/25)	£ 524.74			£ 165.31
Reimbursable expend. (2025/26)	£ 458.00			£ 458.00
Grants	£ -			£ 1,500.00
Total income:	£ 8,089.74			£ 8,703.31

Bank Reconciliation31st March 2026

Cash book		Bank	
Balance from 2024/25	£ 8,788.92	Lloyds current account balance	£ 7,919.93
Plus receipts	£ 8,089.74	UTB current account balance	£ 451.00
Less payments	£ 8,030.90	UTB instant access balance	£ -
Less VAT paid	£ 476.83	Plus unrepresented receipts	£ -
	£ 8,370.93	Less unrepresented cheques	£ -
			£ 8,370.93

Appendix 410/A2**Monthly Budget and Bank Reconciliation Statement (April 2026)****Budget 2026/27**30th April 2026

Category of expenditure	Actual	Budget	Variance
Clerk's salary	£ -	£ 3,570	£ 3,570.00
Administration & expenses	£ 11.25	£ 250	£ 238.75
Room hire	£ -	£ 200	£ 200.00
Payroll	£ -	£ 150	£ 150.00
Insurance	£ -	£ 700	£ 700.00
Internal audit	£ -	£ 150	£ 150.00
GDPR expenses	£ -	£ 50	£ 50.00
DALC subscription	£ -	£ 185	£ 185.00
Grounds maintenance	£ -	£ 1,750	£ 1,750.00
Play area inspections	£ -	£ 135	£ 135.00
Village planting	£ -	£ 50	£ 50.00
Annual church clock maintenance	£ -	£ 225	£ 225.00
Defibrillators	£ -	£ 320	£ 320.00
Contingency/elections	£ -	£ 500	£ 500.00
Total expenditure:	£ 11.25	£ 8,235.00	£ 8,223.75
Income			
Precept	£ 7,777.00		
Bank interest			
VAT reclaim (2025/26)			
Reimbursable expenditure			
Grants			
Total income:	£ 7,777.00		

Bank Reconciliation30th April 2026

Cash book			Bank	
Balance from 2025/26	£ 8,370.93		Lloyds current account balance	£ 7,919.93
Plus receipts	£ 7,777.00		UTB current account balance	£ 8,221.00
Less payments	£ 7.00		UTB instant access balance	£ -
Less VAT paid	£ -		Plus unrepresented receipts	£ -
	£ 16,140.93		Less unrepresented cheques	£ -
				£ 16,140.93