HOLLINGTON PARISH COUNCIL

Minutes of Annual Meeting of the Parish Council

Held on: Monday 12th May 2025 at 7:30 pm

At: The Red Lion Public House, Hollington DE6 3HA

Present: Cllr Chris Ward (Chair), Cllr Malcolm Feltwell, Cllr Fiona Jordan
Cllr Paul Merkens

District Cllr Geoff Bond

Peter Bambury (Clerk)

There were no public attendees

1. Apologies for Absence

County Cllr Steve Bull

2. Declaration of Interests

None

3. Election of Officers

(a) Chair – Cllr Ward was proposed by Cllr Jordan, seconded by Cllr Merkens and elected unopposed

(b) Vice-Chair – Cllr Merkens was proposed by Cllr Ward, seconded by Cllr Jordan and elected unopposed

(c) Representative to Sir Robert Coke's Almshouses – Cllr Ward was proposed by Cllr Merkens, seconded by Cllr Jordan and elected unopposed

(d) The Declaration of Acceptance forms were signed and witnessed. Clerk to upload forms to website. Action: Clerk

4. Public Speaking

No members of the public present

5. Approval of previous minutes

The minutes of the meeting held on 17th March 2025 were approved. Clerk to update website. Action: Clerk

6. Exclusion of the public

No matters on the agenda were identified that would necessitate exclusion of any member of the public that were to join during the course of the meeting.

7. Matters arising from previous meetings

(a) Parish Councillor vacancy

Cllr Jordan had spoken to two potential candidates and would continue to pursue. One had asked for a copy of the Job Description. Clerk to send Job Description to Cllr Jordan to action. Action: Clerk

(b) Speed Indicator Device Signs

Data had continued to be collected and this was being analysed. Cllr Ward had submitted a report in March to the Derbyshire Police & Crime Commissioner as required by the contract. Cllr Ward to make an analysis report and send to the Clerk for inclusion on the Parish Council's website. Action: Cllr Ward

It had been noted that changing the positions of the SIDs improved their effectiveness and was it agreed that the sign at Post 1 would be relocated to Post 2 on Saturday 24th May. Action: Cllrs Ward, Merkens and Feltwell.

(c) Biodiversity and Nature Action Planning

There had been no further meeting of the Group since the last Parish Council meeting. It is understood there are now 15 swallow and house martin boxes in location.

Further approaches to be made to the landowners who had expressed an interest in the Derbyshire Heartwood Community Forest Initiative.

The next meeting of the Group will be Monday 19th May.

(d) The Green

Despite regular watering, the new trees planted on The Green were showing signs of distress, almost certainly caused by the recent dry weather. Cllr Feltwell will provide additional watering when he is available. Action: Cllr Feltwell

8. Neighbourhood Watch Scheme

No further update due to postponement of last planned meeting.

9. Sir Robert Coke Almshouses

An update report was presented by Cllr Ward. Report included in Appendix to these minutes.

10. Village Noticeboard

Consideration of whether a recent request for a poster to be placed on the noticeboard had identified the need for the adoption of a formal policy. Agreed that Cllr Merkens will prepare a draft policy for consideration at the next meeting. Action: Cllr Merkens

11. Public Liability Insurance renewal.

The current policy with Zurich Municipal will expire on 31st May. Invitation had been received to renew the policy at a premium of £196. Agreed that the policy will be renewed with Zurich Municipal at the stated premium. Action: Clerk

12. Finance

(a) The current Finance Management Report and account balance was noted.

(b) Payments that had been made since the last meeting and which were itemised on the meeting agenda were noted.

(c) Receipts that had been made since the last meeting and which were itemised on the meeting agenda were noted.

(d) Authority to pay invoices received from DALC and from Libra Business Essentials was granted. In the case of the DALC invoice, the element for training was to be deducted. Action: Clerk

(e) The report of the internal auditor had been received and noted. Thanks were recorded to the auditor for his services and a gratuity will be arranged in due course. Action: Cllr Ward

(f) AGAR

  (i) It was agreed that the Parish Council would claim exemption from a limited assurance review for the financial year 2024-25. The Certificate of Exemption was duly signed and the Clerk to submit to the external auditor. Action: Clerk

  (ii) The Annual Governance Statement for 2024-25 was approved and signed.

(iii) The Accounting Statements form for 2024-25 was approved and signed.

The Clerk to post all mandatory AGAR documents on the Parish Council's website.
Action: Clerk

13. Other business

None

14. Date of next meeting

To be held at 7:30pm Monday 7th July 2025 at The Red Lion PH, Main Street, Hollington.

The meeting closed at 8:45pm

APPENDIX

SIR ROBERT COKE'S ALMSHOUSES (217120)

CHAIRMAN'S REPORT FOR PARISH COUNCILS TO MAY 2025

The last twelve months have seen little change in terms of day to day running of the Coke Almshouse Charity, although there remains much to be done. Highlights as follows:

- All three houses continue to be fully occupied and the residents' situations reported as good. Contact has been maintained with Midlands Rural Housing / Peak District Rural Housing through the year with updates sought and received as to residents wellbeing

- All reporting completed on time and submitted per schedule, the only exceptions being submission of Complaints data to the Housing Ombudsman and *signed* copy of the accounts being submitted to the Register of Social Housing (an unsigned copy having been submitted on time).

    - Extensive follow up has been undertaken with the Housing Ombudsman and a face-to- face meeting held with Peak District Rural Housing Association to review the complaints process and reporting thereof.

    - ComplaintsdatatoApril2025hasbeenreceivedfromPeakDistrictRuralHousingwith nil complaints received. Discussions have been initiated with the Housing Ombudsman in relation to the 2025 submission.

- Financial status is on-plan with no concerns identified. It continues to be the case that the Trustees take no financial benefit from their work, and that all extraneous cost is avoided including that of a paid clerk.

- Quotations received in relation to making safe the six original almshouses after delays associated with identifying a company willing to undertake the work. Unfortunately access has not been provided to enable this work to be initiated. The Trustees are in contact with an approved valuer and the Charites Commission such that the land may be considered for sale.

- Trustees meetings have been conducted to plan, with the exception of the 17th February 2025.

- Mandatory policy 3-year review completed and the updated policy agreed.

There have been some changes to the Trustees.

- Following a vacancy lasting several years we are delighted to welcome a new representative from Alkmonton, name to be announced in due course.

- And finally, after more than ten years of service to the charity, we would like to thank Bryony Simpson for her support as she steps down.

- Following these changes the trustees hope that Lara Mosedale will move from her Co-Opted role as representative for Alkmonton to succeed Bryony as second representative for Longford.

Chris Ward 06th May 2025