HOLLINGTON PARISH COUNCIL

Minutes of Annual Meeting of the Parish Council

Held on: Monday 18th May 2026 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

County Cllr Steve Bull

Peter Bambury (Clerk)

There were no public attendees

1. Apologies for Absence

Cllr Mike Critchley

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 16th March 2026 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. Update on matters arising from previous meetings

(a) Speed Indicator Device Signs

Nothing to report

(d) Village road names and signs

A report had been submitted to Derbyshire County Council but no response had been received. Cllr Jordan to pursue. Action: Cllr Jordan

(c) Chicken Farm

The Clerk had written to District Councillor Geoff Bond to determine the appropriate contact point at Derbyshire Dales District Council. Councillor Bond had replied that he believed concerns could be addressed under the Clean Neighbourhoods and Environment Act 2005 and that DDDC's Environmental Health Service should be contacted when the need arises to implement this. Councillor Bond also advised that he had also received concerns from a local resident and that he too had written to the Environmental Health Service.

(d) Anti-litter signage

The new signs had been purchased and payment settled. Agreed that Cllr Ward would install on the village name entry sign posts. Action: Cllr Ward

(e) Damaged local footbridge

Cllr Jordan had reported this to Derbyshire County Council and had been advised that they would take the necessary action. Cllr Jordan raised the matter with County Councillor Steve Bull at the end of the meeting to ask for his support.

8. Biodiversity and Nature Action Planning

More wild flowers have been planted, all of which have been grown from seed.

There was concern that there seemed to be fewer swallows and house martins this year although recently more swallows had been detected.

Cllrs Jordan and Merkens had recently met with the DDDC Climate Change and Biodiversity Officer, Ahri Weeks, and had discussed development of the Biodiversity Group and policy.

Ahri had noted the Group's firm policies and direction and believed that few similar groups were as developed. Ahri suggested she put the group in touch with similar groups in order to share ideas and experiences and also that she would add the group's details to the DDDC Community web page.

9. Biodiversity Group funding.

It was agreed that the Group's funds held by the Parish Council would be ringfenced outside of the Parish Council's own accounting processes. The funds would be held exclusively in the Parish Council's Lloyds Commercial Instant account and at the present time included the initial deposit of £591.72 and £325 received as a Local Projects Fund grant from DDDC. Cllrs Jordan and Merkens will incur the necessary expenditure for relevant items and will advise the Clerk for reimbursement. Such expenditure will, in each case, require the approval of both Cllr Jordan and Cllr Merkens as representatives of the Biodiversity Group. Clerk to transfer the recently received Local project Fund grant of £325 to the Lloyds Commercial Instant account. Action: Clerk

10. Fire hydrants

A recent fire in the village had presented difficultes to the Fire Service in accessing the relevant fire hydrant due to it having been poorly maintained and concealed by mud. It had been suggested by one of the operatives that the necessary maintenance was the Parish Council's responsibility.

Subsequent enquiries have determined that Severn Trent Water Authority are in fact the owners of all fire hydrants and are responsible for their maintenance and upkeep. In turn, the Fire Service must ensure that they are readily accessible.

It was noted that there are 8 hydrants in the village.

11. Public Liability Insurance renewal

The policy renewal invitation had been received from Zurich Municipal at a premium of £214. Agreed for the current policy to be renewed. Clerk to make payment and complete the renewal. Action: Clerk

12. Finance

(a) The current Finance Management Report and account balances were noted. The FMR that had been circulated related to the new financial year, 2026-27, but it was noted that a year-end report for 2025-26 had not. Clerk to issue 2025-26 year-end FMR to councillors. Action: Clerk

(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) The 2025-26 internal auditor's reports had previously been circulated. Agreed that the reports be accepted. It was noted that the reports were incorrectly itemised on the meeting agenda as relating to 2026-27, rather than 2025-26. Thanks were recorded to the auditor for his services and the quick turnaround in completing the audit and a gratuity will be arranged in due course. <u>Action: Cllr Ward</u>
Clerk to post reports on website. <u>Action: Clerk</u>

(e) AGAR

(i) It was agreed that the Parish Council would claim exemption from a limited assurance review for the financial year 2025-26. The Certificate of Exemption was duly signed and the Clerk to submit to the external auditor. <u>Action: Clerk</u>

(ii) The Annual Governance Statement for 2025-26 was approved and signed.

(iii) The Accounting Statements form for 2025-26 was approved and signed.

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

13. Other business agreed by the Chair

(a) An invoice for the annual subscription to DALC had been received. The basic subscription was charged at £121.77 and there was an optional additional training element for £120. Agreed to renew the subscription at £121.77 but that the training element be declined. Clerk to make payment. <u>Action: Clerk</u>

(b) A remittance advice for receipt of the Local project Fund grant of £325 had been received and was noted.

14. Date of next meeting

To be held at 7:30pm Monday 13th July 2026 at The Red Lion PH, Main Street, Hollington.

The meeting closed at 8:30pm