Hockliffe Parish Council

"Serving the local community"

Minutes of Parish Council meeting held on Monday 10th June 2024

Councillors Present: Cllrs R Scott (Chair), R Wuczke, P Edwards, Mike Richards & Melanie Richards.

Clerk: C Underhay

Cllr Scott opened the Meeting and stated that due to moving away from Hockliffe, this may be his last meeting.

39: To receive apologies for absence:

Cllr Alexander apologised for his absence.

40: Declarations of Interest:

No Declarations of Interest were received.

41: Approval of Minutes of the meeting held on 13th May 2024:

It was proposed by Cllr Edwards & seconded by the Chair that the Minutes of the Meeting held on 13th May were approved as a correct record. This was then resolved by all Councillors present.

42: CBC Cllr Mark Versallion Report:

Cllr Versallion was not present at the meeting.

43: Public Forum:

A resident advised that "cold callers" were in the area – and after checking she realised, they were not legitimate.

44: Matters arising from the Minutes not dealt with elsewhere on the agenda:

The Chair advised that due to Councillor/Clerk absence, there would not be a meeting in July.

45: Planning – Applications received:

The Chair advised of the following application:
CB/24/01417 – Crossways – after discussion, the Parish Council has no comment to make regarding this application.

46: Cemetery Matters:

Cllr Edwards reported on following:
"Letters to loved ones" – now installed.
Bench – now installed
Spoils - pending quote

47: Finance:

The Chair asked the Clerk to speak.

1. **To authorise accounts for payment:**
   It was resolved that the following amounts could be paid:

Cheque	To	Amount	For
2122	B Simpson	£36	Webmaster fees
2123	Fleur De Lys	£247.50	Cemetery Bench installation
2124	Fleur De Lys	£247.50	Post box installation
2125	C Underhay	£308.90	Salary - May
2126	HMRC	£205.60	Clerk tax
2127	Goldleaf	£655.14	May Maintenance
2128	BATPC	£230	Affiliation fees
2129	Fenland	£109.80	New cable & Chair (Zip line)
2130	SADS UK	£497.22	Defib pads and batteries

2131	K & S Crook	£504.50	Blooming Hockliffe
2132	C Underhay	£22.50	Stamps and printer ink
2133	Barnicoat Ltd	£90	Internal audit

A standing order for £26 was paid to C Underhay on 1st May 2024 for working at home allowance. A direct debit for £10.25 was paid to Clear Methods on 20th May 2024 for payroll administration. A credit of £43.74 was received on 31st May 2024 in respect of interest.

Payment of all the above was proposed by the Chair, seconded by Cllr Wuczke, and then resolved by all Councillors present.

2. **Account Balances & Budget. To review summary of spend against budget:**
   Bank account balances as at 31st May 2024 – current account £26,958.43 and savings account £35561.88. Spending against budget comes to £2702 This represents 13% of the full year budget to 31st May 2025, with 16% of the year gone.

3. **Sign-off Annual Return:**
   The Clerk noted that this has been returned and signed by the Internal Auditor, and has now been sent to the External Auditor. No issues noted. The Regulatory Notice has been posted.

4. **Review of Finance Policy:**
   The Clerk advised the NALC has issued a revised model policy. This was reviewed and discussed. It was proposed by Cllr Wuczke that the minimum amount that the Council can spend without gaining 3 quotes be raised to £500. This was seconded by the Chair. It was also proposed by Cllr Wuczke that the new model Policy was adopted by us – this was also seconded by the Chair. Both proposals were then resolved by all Councillors present.

48: A5:

The Chair advised that there were no updates

49: Notice Boards:

Cllr Edwards noted that "Fleur De Lys" would erect a new noticeboard free of charge. Quotations still being prepared,

50: Village Hall:

Cllr Wuczke noted that she was now the Secretary and the Chair of the Committee looking after the Village Hall.

51: Handyman:

The Chair advised that there was nothing to report.

52: Development of HAS26:

The Chair noted he has included this as a standing item – nothing to report at this meeting

53: The Park:

The Chair noted that the zip wire cable had been replaced.

54: Correspondence Received (for information only):

Nothing to report

55: Items for inclusion in the next agenda:

Bank signatories

The meeting closed at 8.15pm

Colin Underhay – Clerk – 16th June 2024

Signed as a true copy……. (Chair) 14th October 2024

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