Hockliffe Parish Council
"Serving the local community"

Minutes of Parish Council meeting held on Monday 10th February 2025

Councillors Present: Cllrs R Alexander (Chair), Wuczke & Mel Richards

Clerk: C Underhay

126: To receive apologies for absence:

Cllr Mike Richards apologised for his absence. Cllr Edwards has formally resigned from the Council & the Chair formally thanked Mr Edwards for the work and support he has given.

127: Declarations of Interest:

None were received.

128: CBC Cllr Mark Versallion Report:

Cllr Versallion was not at the meeting.

129: Approval of Minutes of the meeting held on 13th January 2025:

Cllr Wuczke proposed that the minutes of the meeting held on 13th January 2025 were approved, this was seconded by Cllr Mel Richards, and resolved by all Councillors present.

130: Public Forum:

There were no matters

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

There were no matters arising.

Colin Underhay, Parish Clerk to Hockliffe Parish Council,
47 Manor Avenue, Hockliffe, Bedfordshire, LU7 9LW
email: parish.clerk@hockliffepc.org.uk
www.hockliffepc.org.uk

132: Notice Boards:

These have now been installed. The Council was in general agreement that they were excellent. However, Mr Edwards advised that they were not as ordered – and on behalf of the Council, he is in contact with the Company concerned regarding this.

133: Village Maintenance Contract:

The Council reviewed 3 quotations. Goldleaf will increase price by 3% from April. The Council also looked in some depth at the quote from Lee Harris. This was more expensive (£7980 pa no VAT) compared to Goldleaf (£8100 which includes VAT and so 20% refundable). However, the quote from Lee Harris includes hedge maintenance as well as edging. The Chair proposed we accept Lee Harris quote and thus was seconded by Cllr Mel Richards and the resolved by all Councillors present.

134: Dog Toilet Bins:

The Clerk advised he still had not received a definitive answer from CBC regarding our wish to replace our dog toilet bins.

135: Planning – Applications received:

The Chair advised that there were no Planning Applications to discuss.

136: Cemetery Matters:

The following matters were discussed:

1. Church footpath – the Clerk advised that we have received a quote for £350 to remove the moss from the church footpath (Lee Harris). It was proposed by the Chair, seconded by Cllr Wuczke, and resolved by all Councillors present that we accept this quote.
2. Cemetery gate post – agreed last month – work still to be completed.
3. The spoils – agreed last month – work still to be completed.
4. December 2024 burial – the Clerk advised he had spoken to the gravedigger & been advised the issue is around settlement of the earth (the mound is very large).

137: 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	Amount	To	For
2172	252.00	Mazars	*see below
2173	322.15	Colin Underhay	Salary
2174	214.40	HMRC	Clerk Tax
2175	655.14	Goldleaf	February Maintenance
2176	29.97	P Edwards	Magnets for noticeboards

*This replaces cheque 2162 for £210. This cheque, accidently, did not include VAT. It has been destroyed.

A standing order for £26 was paid to C Underhay on 1st January 2025 for working at home allowance. A direct debit for £10.25 was paid to Clear Methods on 20th January 2025 for payroll administration. Credit interest of £38.71 was paid to us on 31st January 2025. VAT refund of £5904.39 was credited on 23rd January 2025.

Payment of all the above was proposed by Cllr Wucze, seconded by Cllr Mel Richards, and then resolved by all Councillors present.

2. Account Balances & Budget. To review summary of spend against budget:

Account Balances & Budget - Bank account balances as at 31st January – current account £8558.12 and savings account £32896.55. Spending against budget comes to £19171.51. This

represents 64% of the full year budget to 31st March 2025, with 84% of the year gone.

3. **Appointment of internal Auditor for year 2024/25:**
   It was proposed by the Chair that we appoint Lizzie Barnicoat to conduct our internal audit. This was seconded by Cllr Mel Richards and then resolved by all Councillors present.

4. **Update on bank signatory amendments:**
   The Chair advised that this has not been instigated yet. He agreed to instigate this urgently.

138: A5:

No report.

139: The Park:

The Clerk advised that repairs have been completed under the wet pour warranty. The remaining repairs will be completed over the coming weeks, before the Spring.

140: Storage:

Cllr's Wuczke/Richards presented quotes for storage. The lowest quote was for £100 per month plus VAT. The Chair said he would also look – and to be on the agenda for next month.

141: Correspondence Received (for information only):

Nothing to report

142: Items for inclusion in the next agenda:

None – other than usual items

The meeting closed at 7.55pm

Hockliffe Parish Council
"Serving the local community"

Colin Underhay – Clerk – 16th February 2025

Signed as a true copy……. (Chair) 10th March 2025

Colin Underhay, Parish Clerk to Hockliffe Parish Council,
47 Manor Avenue, Hockliffe, Bedfordshire, LU7 9LW
email: parish.clerk@hockliffepc.org.uk
www.hockliffepc.org.uk