Minutes of the Full Council Meeting held at St Margaret's Church on Monday 24th March 2025 at 7pm

Present:	Cllr R.Miles (Chair); Cllr N. Edmiston; Cllr H.L Corbett; Cllr M. Wilson and Cllr R.Cole-Morgan
In Attendance:	Frank Horsley (Parish Clerk) 6 members of the public. Ward Cllr Peacock (DDDC)

FC/0325/01 Apologies for Absence

None.

FC/0325/02 Variation to the Order of Business

The Chair proposed item 10a be brought forward for discussion during item 4.

FC/0325/03 Declaration of Members Interest

None.

FC/0325/04 Public Participation

The Chair suspended Standing Orders and invited resident comments. A resident raised concerns regarding ongoing activity on the woodland at the Eastern entrance to Hopton known as Twiggs Plantation. The resident noted discussions with DDDC as planning authority and observations. Other residents supported the comments made in expression of their concerns regarding the activities on site including tree felling and its impact on the conservation area and highways. Ward Cllr Peacock noted that she had received several enquiries from local residents and followed up with the DDDC planning enforcement and the Trees Officer. It was noted that the owner was in contact with the Forestry Commission regarding a potential woodland management licence. Ward Cllr Peacock noted that ward Cllr Slack had notified Derbyshire Wildlife Trust of concerns. Frank Horsley read out email correspondence sent to DDDC outlining the Parish Council's concerns and subsequent response. Cllr Peacock confirmed that she would continue to follow up on concerns raised and inform the Parish Council of any updates.

A resident reported that Hopton Almshouses was subject to an application to DDDC for a refurbishment grant similar to Wirksworth. Members welcomed the update and requested they be kept informed of further development.

FC/0325/05 Ward Councillor Reports

None received. Cllr Peacock confirmed she had no further issues to report.

FC/0325/06 Minutes of Previous Meeting

Members agreed an amendment to item FC/0125/13 removing Cllr Cole-Morgan and replacing with Clerk. The Council **resolved** that the minutes of the meeting held on Monday 25th November 2024 were a true and accurate record with above amendment. The Chair signed the minutes.

FC/0325/07 Council Action Plan

Members considered the Council Action Plan and noted progress against each section. The key points resolved for updating included:

- Defibrillators
  New Carsington unit installed with pads from old unit to be transferred to Hopton defibrillator. Frank Horsley confirmed that warranty had been registered on national defibrillator network and Webnos. **ACTIONS: Cllr Cole-Morgan to investigate recycling the redundant equipment**. **Frank Horsley to chase Webnos for response.**
- Assets
  - Cllr Edmiston reported that the benches had revarnished.
  - Frank Horsley confirmed that the new laptop had been added to the asset register. Both items completed and to be removed.
- Projects
  - Members agreed current noticeboards remained fit for purpose. Contractor to be contacted to revarnish and repair where necessary.
  - Recently purchased noticeboards to be offered to both the church and school if required. **ACTION: Cllr Miles to check the purchase price and report back.**
  - Cllr Edmiston stated that bird and squirrel feeders were now installed and Members thanked him for his efforts. Item completed and to be removed.
- Village Green
  - Members agreed FC/0324/10 item to be removed. Members would monitor condition of dry stone wall and pillar.
  - It was noted that a CPWF grant application included on the agenda at item 8 for consideration.
  - Cllr Edmiston noted that the playground inspection was due in May. ACTION: Cllr Edmiston to contact Dan Cartwright prior to inspection.
  - Cllr Miles confirmed she would fit the rubber stops on gates over the next few days.
- Finance
  - Frank Horsley noted that Council insurance had been renewed and renewal letter, public liability and employer liability certificates circulated with the agenda. It was confirmed that a copy of the latest asset register had been forwarded to the insurers.
- Snow Warden
  Members noted that the scheme was now fully implemented and grit bin monitoring record set up. **ACTION: Cllr Miles to update the record and email to Frank Horsley for the records and future action.**
- Flooding
  It was noted that no action had been taken due to Cllr Murphy's health. **ACTION: Cllr Miles to contact Cllr Murphy with coordinates.**
- Hopton Almshouses
  Members noted earlier update and agreed to remove the item but monitor progress of proposed refurbishment.

FC/0325/08 Village Matters Arising (not on Action Plan)

a) CPWF Grant Application – Ground Maintenance 2025
Frank Horsley presented the grant application and noted the contract with the current supplier included an option to extend for up to three years. Members **resolved** to approve the CPWF application to contract grounds maintenance for April-October 2025 as detailed. Proposed by Cllr Miles. Seconded by Cllr Cole-Morgan. **ACTIONS: Frank Horsley to contact the current supplier to extend contract and set up bank standing order. Cllr Miles to contact the supplier regarding the first visit.**

b) CPWF Alleviation of Fuel Poverty Grant
Members noted and retrospectively approved FPG01 grant application previously approved via correspondence. Frank Horsley noted that all documentation had been filed for audit purposes. The Chair initialed the grant approval letter issued on 8th February 2025 for the files.

c) Parking on Main Street
Members noted residents concerns regarding the increasing incidence of parking on verge on Main Street behind the Miners Arms and adjacent to the telephone box. Members discussed potential solutions to prevent further issues but agreed that ownership of the land needed confirmation before any further actions could be considered. Frank Horsley noted that if the land was owned by DCC, Highways would need to be contacted. **ACTION: Cllr Edmiston to investigate ownership with local residents.** To be added to the Council Action Plan.

d) VE Day Anniversary (8th May 2025)
Cllr Edmiston proposed that the Council commemorate with the installation of a plaque mounted on gritstone to be positioned on the village green. Members agreed that a suitable commemoration was welcome but concerns raised regarding the potential cluttering of the village green. A number of potential options were discussed. Cllr Miles suggested that the gritstone mounted plaque could be positioned in the rose bed and Members agreed this would be the best solution. Proposed by Cllr Miles. Seconded by Cllr Edmiston. **ACTION: Cllr Edmiston to source the plaque and donate gritstone for the memorial to be installed in rose bed.** To be added to the Council Action Plan.

e) Dog walking & litter picking
Cllr Cole-Morgan noted the next CARE village litter pick on 5th April and suggested that dog walkers could be encouraged to litter pick by providing equipment. Members agreed that this was a welcome suggestion and interest should initially be canvassed on the village WhatsApp group and at the CARE litter pick. If of interest, the Parish Council could then supply litter picker equipment for use possibly stored in the church porch. **ACTION: Members to canvas interest prior to any purchase of new equipment.** To be added to the Council Action Plan.

f) New Projects
Members noted a request from the Gardening Club to source and donate roses for planting across the village. The proposal was welcomed. **ACTION: Cllr Miles to invite Gardening Club to a future meeting to discuss (potentially July 2025).** To be added to the Council Action Plan.

FC/0325/09 Financial Matters

a) Members approved accounts for payment for January/February 2025. Signed.
b) Members noted income received for January/February 2025. Signed.

c) Members reviewed and approved the bank reconciliation for January/February 2025. Signed.
d) Members noted the renewal of the Council insurance policy for 2025/26.
e) Members **resolved** to appoint Emma Smith Accounting as internal auditor for FY 024/25. Proposed by Cllr Miles. Seconded by Cllr Corbett
f) Frank Horsley requested Members consider a review of the Council account signatories to ensure continued effective and efficient processes remain in place. Members agreed for Cllr Edmiston and Cllr Cole-Morgan to be added as the authorised signatories. **ACTION: Frank Horsley to contact Unity Trust Bank to proceed with amendments.**

FC/0325/10 Planning

The Council noted the updated planning log.

FC/0325/11 Correspondence

MS OneDrive file circulated to Members prior to meeting. No consultations had been received.

FC/0325/12 Council Meetings 2025/26

Members noted and approved the proposed schedule of Council meetings 2025/26 for publication subject to amendment of minor errors.

FC/0325/13 Any Other Items

Cllr Miles stated her intention to step down from the Council and as Chair for personal reasons and offered heartfelt thanks to Members for their friendship and support. Members thanked Cllr Miles for her 10 years service on the Council. Members discussed interim arrangements and Cllr Miles agreed to remain as Chair until the AGM in May. This would ensure continuity with regards to authorised signatories whilst the bank mandate was amended. Members agreed that they would support with any matters in the interim period.

Frank Horsley noted that the process for co-opting to the casual vacancy would be progressed following the AGM.

FC/0325/14 Date & Time of Next Full Council Meeting

Tuesday 27th May 2025 at 7pm - AGM/Full Council meeting including Annual Public Meeting.

The meeting ended at 8.54pm.