

**Minutes of Parish Council meeting held on Monday 8th
December 2025**

Councillors Present: Cllrs Alexander, Wuczke & Mike Richards

Clerk: C Underhay

101: To receive apologies for absence:

Cllr Mel Richards apologised for her absence.

102: Declarations of Interest:

Cllr Wuczke & Alexander declared an interest as they are current trustees of the Village Hall Charity.

103: CBC Cllr Mark Versallion Report:

Cllr Versallion reported as follows:

The issue with non-collection of orange bins has not yet been resolved. The Chair noted that issues being posted on fix-my-street are being ignored. He also noted that the grass verges around the village are being ignored by CBC – and could we tender ourselves for the task (and be paid appropriately by CBC) – Cllr Versallion said he would investigate.

104: Public Forum:

A resident noted several gas canisters had been left at the cemetery – and also other occurrences of vandalism. The Chair said he would go and investigate.

**105: Approval of Minutes of the meetings held on 13th
October 2025:**

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

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

No matters were discussed.

107: 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
2227	84.57	R Alexander	Lock and alarm for lock up
2228	665.00	Lee Harris	Maintenance
2229	322.15	C Underhay	Salary
2230	214.40	HMRC	Clerk tax
2231	731.71	R Wuczke	Christmas & Storage
2232	351.63	M Richards	Storage racking
2233	322.15	Spoiled	
2235	214.40	HMRC	Clerk tax
2236	400.00	Lee Harris	Work at cemetery (tree)
2237	322.15	C Underhay	Salary
2238	785.00	Lee Harris	Maint & Christmas Tree

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

A standing order for £26 was paid to C Underhay on 1st October and 1st November for working at home allowance. A direct debit for £11.25 was paid to Clear Methods on 20th October and 20th November 2025 for payroll administration.

Credit interest of £28.56 was paid to us on 31st October 2025, and £24.18 on 28th November 2025.



Hockliffe Parish Council

"Serving the local community"

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

As at 30th November 2025, Current account balance - £57.45, and savings account balance - £33197.60. We have spent 76% of our budget with 75% of the financial year gone. It was proposed by the Chair and seconded by Cllr Wuczke that £5000 is transferred from our savings account to current account – and that the Clerk can transfer another £5000 this financial year if needed. This was the resolved by all Councillors present.

3. 2026/27 Budget:

A proposed budget was presented by the Clerk, and this was discussed at some length. It is evident that a general increase in our outgoings will mean that the precept will need to increase this year, if the Council wants to continue with everything it does, including community events. It was also proposed by Cllr Mike Richards, and seconded by Cllr Wuczke that the Precept is raised by 5% & that the proposed budget was accepted. This was then resolved by all Councillors present. This represents a £2.85 increase per year for a Band D property.

108: Review of Policies:

The following policies were reviewed by Councillors:

Website Management Policy

Scheme of Delegation

Safeguarding & Child Protection

Grant Application Policy

It was proposed by the Chair, seconded by Cllr Mike Richards, and then resolved by all Councillors present that these policies are renewed for 12 months.

109: Planning – Applications received:

None received

110: Cemetery Matters:

No matters to discuss

111: Christmas Event:

Cllr Wuczke reported as follows:

Event was well attended, and the children were really pleased. The photo area was well received. Various other concessions were also available – for example, name the Polar Bear & number of sweets in a jar.

Date for next year set as 29th November 2026 – the Choir from Hockliffe Lower School have already agreed to attend.

It was agreed that a small gift (under £20) could be purchased for the gentleman that acted as Santa – proposed by Cllr Wuczke, seconded by Cllr Mike Richards, and resolved by all Councillors present.

112: A5:

No report.

113: The Park:

No report.

114: Storage:

Cllr Mike Richards advised all locks fitted, alarm fitted & racking all in. Now up and running.

115: Village Hall:

Cllr Wuczke advised that the Accounts for the Charity have now been completed and sent to the Charity Commission. Proposal for Hockliffe Parish Council to formally become a Trustee to be prepared for the next meeting.

116: Correspondence Received (for information only):

None

117: Items for inclusion in the next agenda:

None

The meeting closed at 8.50pm

Colin Underhay, Clerk – 24th January 2026

Signed as a true copy..... (Chair) 9th February 2026