

Minutes of Hopton Castle Annual Parish Meeting 16th June 2025 held at Bedstone & Hopton Castle Village Hall 7.00pm

Present: John Williams (JW - Chair), Duncan Price (DP - Clerk), Jane Price, Charles Jackson, Ann Jackson, Chris Gadd, Mike Lynskey, Steve Waterhouse and David Miller.

- 1) **Apologies**
Meadie Waterhouse, Peter and Jenny Marquis, Neville Rollason and Katie Rollason
- 2) **Minutes:**
The minutes of the meeting of 13th January 2025 were agreed
- 3) **Matters arising:**
 - a) Stream retaining wall – DP had finally managed to speak to Alan Meyrick and had been promised the works would begin in the next few weeks and would be finished by the end of this Summer.
 - b) Defibrillator training –the training session took place on 8th April and was well attended. Thanks to everyone who showed up.
 - c) Defibrillator rota – DP noted that the rota was now available on the website.
 - d) Potholes – there had been some repair works carried out, and new rings had been drawn hinting at further work, but generally the response to potholes has been good.
 - e) Electricity Supply – no progress had been made but JW agreed to keep chasing.
- 4) **Chair's Annual report**
JW made an oral report which effectively stated very little had happened in the parish over the past year other than things already discussed.
- 5) **Election of Chair**
Having indicated he was prepared to stand, DP nominated JW as Chair and was seconded by ML. There were no other nominees, so JW was elected Chair.
- 6) **Election of vice-Chair**
Having indicated he was prepared to stand, DP nominated CG as vice-Chair and was seconded by SW. There were no other nominees, so CG was elected Chair.
- 7) **Finance Report for the period to 31st March 2025**
DP presented the accounts for the year, noting that there had been no movement since the last meeting. The surplus for the year was £458 and there was therefore still a balance of £2,881.67 in the bank including £990 (70%) for the cost of replacing the defibrillator.
- 8) **Budget/Forecast for 2025/26**
DP reported that, given the decision not to request a precept from the parish, there was no income for the year, other than the Bedstone contribution to the defib maintenance, which remained at a net cost of

£162. The training was included in the budget and this had happened. The cost was £105 compared with £115 budgeted. Costs for web hosting and meetings had been left in.

Currently, this is expected to result in a deficit of £412 (allowing for defibrillator maintenance and training costs, website hosting and meeting costs amounting to £412) of which £165.00 would be transferred to the defibrillator replacement fund. Total reserves were expected to be £2,469.67 including £1,155.00 for the defibrillator, which was 70% of the expected replacement cost and £1,314.67 in the General Fund.

9) **Annual Governance and Accountability Report**

DP presented the AGAR forms and explained that these had to be completed annually and submitted to a firm of auditors. There are 3 sections: annual exemption form, which means we don't need an audit because of our size; internal audit to ensure we are complying with rules and standards – this had once again been completed by Peter Marquis; and the return of our financial accounts and assurance we had applied appropriate financial procedures.

The AGAR forms were approved and signed by JW as Chair. DP would make the returns.

10) **Castle Trust matters of interest.**

Peter Marquis was not present, so DP gave an update on his behalf, noting that the benches provided by Aston-on-Clun Community Shop had now been paid for and were in situ in the castle grounds, awaiting a plaque showing the donation. The proposal for an historic re-enactment at the castle had been shelved because of the cost, disruption and amount of effort that would be required.

11) **Date of future meetings**

Next year's meetings were provisionally agreed as:

Monday 8th September 2025

Monday 12th January 2026

Monday 11th May 2026

12) **Any other urgent business:**

There was no other business.

The meeting concluded at 7.30pm

Signed.....16th June 2025

John Williams