

**Minutes of the meeting of Aston on Trent Parish Council held on Tuesday
19 September 2017 at 7.30pm at Memorial Hall, Aston-on-Trent**

PRESENT: Cllr E Hicklin (Chair) Cllr C Alberts, Cllr M Selby, Cllr S Graham, Cllr J Longley, Cllr S Graham, Cllr C Toon, Cllr Cope, Cllr Wheeler, Sheena Butcher (Clerk / RFO), District County Cllr and SDDC Cllr N Atkins, SDDC Cllr H Coyle, 2 members of the public

Reference	Agenda Item	PART 1 NON – EXEMPT ITEMS	Action
130/2017-18	Apologies for Absence	Cllr Hurrell, SDDC Cllr P Watson	
131/2017-18	Removal of Items to Exempt Section	No changes required	
132/2017-18	Declaration of Interest	No declarations made	
133/2017-18	Public Participation	No comments	
134/2017-18	Reports from outside bodies	<p>Report from District Cllr N Atkin</p> <p><u>DCC Restructure - Top Tier management.</u> The following posts have now been deleted.</p> <ul style="list-style-type: none"> • Chief Executive, Deputy Chief Executive, 1 Director <p>The CEO has exercised his right to leave the authority with immediate effect rather than wait until Christmas and the two Directors are expected to apply for the new appointments being offered internally as DCC are now moving towards appointing “Strategic Directors.” We shall now see a restructure of the 2 lower tiers of management & employees and further announcements will be made shortly.</p> <p><u>Cuttle Bridge</u> The response from the highway officer’s response was not favourable towards the installation of traffic signals.</p> <p><u>Press Statement on Schools and future education provision</u> We are examining options to secure the future provision of secondary education in part of South Derbyshire With housing developments due to be built in South of derby, the possibility of opening a new school is under consideration, as is the possible expansion of the County’s largest school – John Port in Etwall, which is preparing to join a multi Academy Trust.</p> <p>Our Cabinet member for Younger People Councillor Alex Dale said “We want families in South Derbyshire to know that we’re planning ahead to make sure there will be enough place available at local schools when their children reach Year Seven. With plans for new large housing developments on the outskirts of Derby well advanced, we know that many more school places will be needed and it is our duty to ensure they are available. We are already looking at the options. While there are potential new secondary school</p>	

sites on Infinity Garden Village and also possibly at Thulston Fields, we're also looking at possible expansion of John Port to accommodate up to an additional 500 pupils.

There is funding available through agreements with housing developers to provide those additional school places, but building a new school or expanding an existing one will take time, so we're working with John Port to ensure that children living in the local catchment area are able to secure a place there when they move up from Primary School".

We're also liaising with the regional Schools Commissioner following the recent Ofstead inspection report for John Port School, which placed the school in special measures.

Councillor Dale added "We fully appreciate that the outcome of the report is clearly a concern to parents of children already attending John Port and those who are due to go there in the near future. It has also raised questions about its impact on the expanding school, as well as what effect expansion would have on children's education in what is an already very large school. However, the Spencer Academies Trust, which is the schools chosen sponsor, has been quick to address the issues raised in the report and has appointed a new headteacher to lead the school from September. We are also aware that there are other highly successful schools elsewhere in the Country with 2,500 pupils or more which have proved that schools of that size are viable. The task of creating enough secondary places at good quality schools in South Derbyshire is a priority for us and we are confident it will be achieved in good time and with no adverse impact on the quality of Education".

The South Derbyshire Local Plan includes a site for a new secondary school on land within the proposed Infinity Garden Village. The planning Inspector's recommended modifications to the local plan is awaiting approval by December 2017.

New proposed Primary School at Chellaston Fields.

A new primary school is planned at Chellaston Fields, the background information to date shows there are 633 houses planned in this area of South Derbyshire and it is predicted that this would generate 133 primary school places. The school is planned to be opened in 2019 and the capital raised from section 106 grants total £602,750.24p

- Holmleigh Way -£273,576.24p – From properties constructed in South Derbyshire
- Woodlands Farm - £194,985 – Transferred from Derby City to South Derbyshire
- Derbyshire County Council - £213,000 – For development funding.
- Derbyshire County Council have granted further provision of funding towards the new school requirements totalling; £100,000 – towards basic needs (furniture & books)

Ward Cases

Trees opposite the Homestead

This case has been referred back to the officers for an update as I believe there has been a communication breakdown between the two parties – the Homeowner vs Derbyshire County Council

		<p>East Midlands Airport Consultative Committee</p> <p>I have received monitoring reports for information only as a member representative on the independent Consultative committee several reports in relation to the Aviation Consultation which will be dealt with by the County Council and District Council to respond to complex questions raised in the document.</p> <p>The consultation should run in line with our transport / infrastructure Policy already in place as part of our 20 year local plan. Other reports sent cover Local Air Quality, EMA Noise action plan, Noise penalty scheme & Environment reports of which Cllr Atkin will send hard copies of the above shortly to the Clerk and to SAVE.</p> <p>Weston on Trent Broadband Issues</p> <p>Weston should have broadband installed by Christmas via Digital Derbyshire which may have a positive impact on Aston Residents. Cllr Atkin is going to arrange a meeting in Weston regarding this.</p> <p>District Cllr Coyle</p> <p>The local plan part 2 will go to full committee in November / December.</p> <p>Cllr Coyle will provide any SDDC information regarding the planning submission opposite Acre Lane to the Clerk to forward to SAVE and the Parish Council. This change of use request is not within the Local Plan Part 1 or 2.</p>	<p>NA</p> <p>HC</p>
135/2017-18	Minutes 8 August	The minutes of the meeting held on 8 August 2017, copies of which had been previously circulated to members were confirmed to be a true and accurate record and signed by Cllr Hicklin. Cllr Wheeler explained how the amount per pupil as reported by County Cllr Atkin was calculated	
136/2017-18	Update on Actions from August	<p>75/2017-18 – Cllr Toon to arrange the testing of the PCB board for the POD</p> <p>99/2017-18 – Cllr Toon to survey the Cemetery and compare the proposed plan versus the recent site drawings and forward the details to the Parish Council carried forward and will be part of the Remembrance Row Project</p> <p>124/2017-18 – The clerk has emailed 2 of the recommended bedding plant specialists and has not had a response – carried forward</p>	<p>CT</p> <p>CT</p> <p>SB</p>
137/2017-18	Clerks Report	<p>Summer Play scheme was well attended, 31/7 – 89, 7/8- 101, 14/8 – 43, 21/8 – 77 grand total 310 participants. It was RESOLVED that a sub group of Cllrs Wheeler, Cope and Selby look at different ways of engaging the 14+ age group next year, to look at coaching courses and costings and to report back to the next meeting.</p> <p>Parish Council Website – have met with Ethan Croft, the website designer. WordPress will be used and as we paid for the domain name astonontrentpc.org.uk for 3 years with 123 Reg it was RESOLVED that we use them to host the website. The cost in the first year is 47.88 + VAT then it goes to £83.88 + VAT. This gives us 2 domains, 5 websites 100GB of webspace and 5 x 1GB of Databases and is wordpress ready. This means that we can link from the village website direct to ours. The Lap top broke and was taken back to PC World as it was still under warrantee – office 365 is due for renewal 2 January £60.00 per year – it was RESOLVED to pay this by 2 January. The finance training was very informative especially around VAT. It verified the current method of recording in the cash book is correct and journaling income into expenditure is not necessary. We need to ensure that we only</p>	<p>HW/</p> <p>HC</p> <p>/MS</p> <p>SB</p>

		<p>claim VAT for items that are invoiced to APC and that any goods are retained as ours, therefore the roller must be on our asset register. Any items / land etc donated must be put on the asset register with a nominal £1 value. There was an issue around the litter bins on the playing fields being emptied. SDDC are going to put more monitoring checks in place, the mole issue seems to be sorted.</p> <p>August's overtime was 14.5 hours, this month will be more due to the start-up of the Recreation Centre Project and the Finance Training Course.</p> <p>The Hoover Group have been nominated for the CVS Volunteering team of the year. Cllr Toon T is booked in on the Lantra Chainsaw Maintenance and Cross Cutting Course as per the PC agreement in August from 9-12 October.</p>	
138/2017-18	Chairman's Report	Cllr Hicklin thanked Cllr Toon for his exceptional work with Industrial Contract Services on the Recreation in Aston Improvement Project.	
139/2017-18	Correspondence Schedule	<p>Schedule A was accepted.</p> <p>Schedule B:</p> <p>Item 1 – Cllr Wheeler to check the footpaths and engage Trevor Marks to cut back any overgrown footpaths including the Footpath near the stiles at Little Moorside (both areas) and Footpath 14 which has become overgrown again.</p> <p>The clerk is to contact SDDC to ask the landowner to cut back the hedge leading to Little Moorside</p> <p>Item 2 – The clerk is to forward the response (when received) from the Insurance Company to Cllr Wheeler– if we are insured, Cllr Wheeler to advertise the Snow Warden Scheme for Volunteers and report back to the Parish Council.</p> <p>Item 3 – The clerk is to write to Turfworks and ask them to rectify the poor welding within 10 working days. The Council expect the fix to be of the same standard as the other arm of the goal post. The clerk is also to write to RIA to state that the Service Level Agreement is that the Playing Fields are cut as such and the Parish Council fulfil the SLA to cut the grass on Salisbury Plain once a fortnight. If users wish to cut the area more than this, it is RIA / the users responsibility. A separate sub group of Cllrs Hicklin, Toon and Selby will create a specification for a Grass Cutting Tender that will go out to tender for costs in November to ensure that the budget is set at the correct amount.</p>	<p>HW</p> <p>SB</p> <p>HW</p> <p>SB</p> <p>EH/ CT/ MS</p>
140/2017-18	Recreation Centre	<p>The Public Works Loan and grant from SDDC was deposited in the bank. It was RESOLVED that the rent for RIA is changed to a Peppercorn rent of £1 per year for a fixed period of five years and that RIA take on responsibility of paying for the trade waste. This should start from 1 October 2017. The clerk is to arrange for the Lease to be changed as per the decision.</p> <p>Industrial Contracting Solutions started works on 11 September, the clerk has created a daily issue log to record all issues and decisions. There is an added cost to remove asbestos from the roof of £435</p> <p>The clerk is to ask ICS if the rubbish can be added into the ICS skip and if they need any payment towards it. Cllr Toon will arrange a working party to place the rubbish into the skip.</p>	<p>SB</p> <p>SB CT</p>

		The clerk is to request all documentation relating to the original extension from RIA – as the owners of the property, we should have copies of all work undertaken and all original certificates of building regulations etc	SB
141/2017-18	Lamp Post Poppies	A sub group of Cllr Alberts and Cope has been created to determine which lamp posts to put the poppies on. The clerk is to forward the email previously sent by Cllr Alberts to both Cllrs.	CA / HC
142/2017-18	Health and Safety	The park equipment has been inspected on 10/8 16/8 7/9 and 18/9 and all items in good order. The defibrillator / cabinet was checked 19/9 and Cllr Longley has submitted the results to community heartbeat.	
143/2017-18	Report from the Playing Fields Advisory Group	It was RESOLVED that Cllr Graham would contact the Community Payback team and buy 3 days work to the playing field based on that advisory group priorities at a cost of £150 per day. The other items from the report are to be carried forward to next month and a budget proposed for next year.	SG
144/2017-18	Trees	It was RESOLVED that Cllr Graham is to ask Canopy to re-quote the Ash Tree on the Bowling Green to be cut to 3 meters so that it forms a habitat for wild animals. Cllr Graham is then authorised to award the contract to the cheapest quote up to £390. Weston Parish Council have agreed with this amount (which includes tidying the conifer tree)	SG
145/2017-18	Weston Power	It was RESOLVED to agree to Weston Powers request to move the electricity cable to the side near the Bowling Club. Weston Parish Council also agreed with this request. The clerk is to inform Aston & Weston Bowls Club of this decision and request a contact for Weston Power to liaise with once the appropriate documents have been signed by both Parishes.	SB
146/2017-18	Aston & Weston Bowls Club	It was RESOLVED to pay the Aston & Weston Bowls Club the £2000 donation towards the removal and installation of the Richmond Homes Sales Office to the new site at the Bowls Club	SB
147/2017-18	Health and Safety Training	Cllr Selby attended a DALC Health and Safety Training Course and informed that Parish Council that we are complying with H&S legislation and no further actions are required. Cllr Selby passed the training materials to the clerk for reference and has also requested Cemetery H&S documentation to be sent	
148/2017-18	Remembrance Row	It was RESOLVED that Cllrs Wheeler, Graham, Selby and Toon would form a sub group to make recommendations to the Parish Council on the type of trees to be planted and locations with costings. This project should be completed in 2018.	HW / SG / CT / MS
149/2017-18	Request to erect a Private Land sign from Aston Hall residents	It was RESOLVED that Cllr Graham would inform the residents of Aston Hall that the Parish Council do not think it is appropriate to have the Parish Council erect a sign stating Private Land. Weston Parish Council have RESOLVED the same. The clerk is to inform Weston Parish Council of their decision and that Cllr Graham will inform the residents.	SG
150/2017-18	Planning Applications and Decision	Application – the clerk is to add the following comments 9/2017/0861 – 92A Weston Road – Extension – no objections 9/2017/0827 – 67 Little Moorside – Single storey Extension – no objections 9/2017/0899 – 17 Chellaston Lane – Single storey Extension – no objections 9/2017/0881 – 89 Derby Road – Rear Extension – no objections	SB

		<p>9/2017/0893 – change of use from agricultural to residential caravan site – the clerk to request an extension to SDDC planning to allow the Parish Council time to gain residents opinions and respond based on a planning basis</p> <p>Decisions as of 18 September 2017</p> <p>9/2017/0384, 82-98 Land to the rear of Weston Road, 9 Dwellings - Refused</p> <p>9/2017/0503, Moorside House, Garden Buildings and Walls - Refused</p> <p>9/2017/0684, 103 Derby Road, Conservatory - Granted</p> <p>9/2017/0743, 4 Yates Ave, Single Storey Extn - Granted</p> <p>9/2017/0734, 17 Aston Hall Drive, Tree Pruning - Granted</p>	SB
151/2017-18	Reports from Outside Bodies	<p>SAVE was attended by Cllrs Graham and Longley – Minutes have been circulated to the Parish Council</p> <p>SDDC Parish Council Liaison Meeting – Cllr Graham attended and the minutes have been circulated</p> <p>Doctors Surgery was attended by Cllr Selby – the surgery are looking at developing Aston surgery either on its present site or look for a new site in Aston. In August 207 people did not attend their appointment (across both surgeries) There is a new Diabetes specialist (Jane Taylor) and the Frailty Clinic has started on Saturday mornings.</p> <p>School Cllr Wheeler stated that construction on the new classroom will be started on 25/9 and the contractors will be using the Derby Road entrance, the school has written to all parents and residents regarding the potential parking issues. Cllr Alberts stated that parking is already an issue around school drop off and pick up times.</p> <p>Fly Tipping – there has been another instance of fly tipping on Acre Lane which has been reported by Neighbourhood Watch.</p>	
152/2017-18	Finance – Schedule A & B	<p>The council RESOLVED that the accounts set out in Schedule A be approved for payment.</p> <p>The council RESOLVED that the accounts set out in Schedule B were correct</p> <p>It was RESOLVED the bank reconciliation was accurate as was the Budget V Actual report</p>	SB
153/2017-18	Date, time of the next meeting, Agenda items to be listed	<p>The next meeting will be held on Tuesday 17 October at 7.30pm</p> <p>Cllr Cope requested the following agenda items for October, New Christmas Tree provider and new Christmas Tree on the Green / Opposite the pub.</p>	
		<p>Part 2 – Exempt Items</p> <p>The council excluded the public from the remaining part of the meeting and a resolution was passed as follows: <i>That under section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the business set out in the Agenda Item Review of Employee Contracts on the grounds that it involves the likely disclosure of exempt information as defined in the agenda item.</i></p>	
		No Exempt Items	

Finance Schedule for Aston on Trent Parish Council Meeting 19 September 2017

Schedule A: Expenditure for Approval

Date	Payee	Details	Cheque Nu	Net	VAT	Total to Pay	Subtotal >1 payments
01/09/2017	Alexander & Co	Invoice 002278, legal services for deed of variation and novation		£2,044.00	£399.00	£2,443.00	
14/09/2017	Chris Sellek	Invoice 1188682732 Go Daddy Village domain name www.aston-on-trent.co.uk		£19.98	£4.00	£23.98	
04/09/2017	DALC	Invoice 1073, Finance for Clerks / RFO Training Course 11/9		£60.00	£0.00	£60.00	
04/09/2017	DALC	Invoice 1095, Health and Safety & RA Trg Course Cllr Selby 12/9		£40.00	£0.00	£40.00	100.00
19/09/2017	David Corden	August Wages		£582.40	£0.00	£582.40	
13/09/2017	Derbyshire Landskills	Invoice 259-2017 Lantra Chainsaw Maintenance & Cutting Course		£450.00	£0.00	£450.00	
14/08/2017	J G Pest Control	Invoice 9218371A Mole Removal at Playing Fields		£333.33	£66.67	£400.00	
01/09/2017	June Smedley	Fertiliser for plants on the village green and planters		£5.99	£0.00	£5.99	
19/09/2017	June Smedley	August Wages		£66.10	£0.00	£66.10	72.09
29/08/2017	SDDC	Invoice 80758287 Recreation Centre Trade Waste Bin Collection		£381.68	£0.00	£381.68	
12/09/2017	SDDC	Invoice 80760347, 4 x 2 play and adventure mobile summer		£1,640.00	£328.00	£1,968.00	
11/08/2017	Sheena Butcher	Plastic Wallets		£2.00	£0.00	£2.00	
11/09/2017	Sheena Butcher	Car Park fees for DALC Training Cromford - Finance Training		£4.00	£0.00	£4.00	
12/09/2017	Sheena Butcher	Printer Paper and stamps		£6.72	£0.00	£6.72	
13/09/2017	Sheena Butcher	Printer Cartridge		£14.00	£0.00	£14.00	
17/09/2017	Sheena Butcher	Mileage (banking, PC World and Training Cromford)		£9.60	£0.00	£9.60	
18/09/2017	Sheena Butcher	August Wages		£605.52	£0.00	£605.52	
18/09/2017	Sheena Butcher	Home Office August		£28.80	£0.00	£28.80	670.64
08/09/2017	The Royal British Legion Poppy	Inv Ref LP0005 25 lamp Post Poppies		£75.00	£0.00	£75.00	
11/09/2017	Turfworks Groundcare Ltd	Invoice 490/41/3 grass cutting 11 july - 11 september		£2,264.50	£452.90	£2,717.40	
30/08/2017	Waterplus	Invoice Stw-INV00558090 Water Supply Feb-August17		£41.63	£0.00	£41.63	
19/09/2017	Aston & Weston Bowls Club	Donation to Bowls Club to support the transfer of the Richmond Homes Sales Office to the Bowls Club		£ 2,000.00	£0.00	£ 2,000.00	
Totals				£10,675.25	£1,250.57	£ 11,925.82	

Schedule B: Income since last meeting

Bank balance 17/9/17

£187,271.52

Including income of:

Aston and Weston Bowls Club	Donation tow ards hanging baskets	£	30.00	
Simnett and Sons Funeral Directors	Burial for William Arthur Duffield 17 August 2017	£	800.00	
Clegg Construction Ltd	Invoice 006/2017/18 contribution tow ards Lamp Post Poppy Support Scheme	£	150.00	
Co-op Memorials Ltd	Headstone for Trevor Marriott	£	270.00	
HM Revenue and Customs	VAT refund claim	£	1,841.27	Not received
Public Works Loan Board	Loan for Recreation Centre Improvement project	£	99,965.00	
Recreation in Aston	RIA transfer of SDDC Grant for Recreation Centre Improvement Project	£	24,968.50	
	Total Income since last meeting	£	128,024.77	

Less Payments not yet presented at the bank

£ 11,925.82

Plus HM Revenue and Customs

£ 1,841.27

Balance

£177,186.97

Cheques Signed By:

Ensure chq stubs and invoices are signed

1.

2.

Burial Income to date:

£ 3,210.00

Correspondence Schedule for Aston Parish Council Meeting 19 September 2017

Schedule A – Information only

Item	Detail	Action taken
1	Donnington Racetrack August Activity Sheet	Fwd to Parish Council via email
2	Neil Atkins email notification Aston Brickyard Plantation in conjunction with DCC have received £9000 grant fund from the Big Lottery	Fwd to Parish Council via email
3	Application from Tarmac to extract Gravel near Barrow has been granted	Fwd to Parish Council via email
4	DCC reminder regarding Gold Card renewals	Put up posters on the Noticeboards
5	SLCC news bulletin 18 Aug	Fwd to Parish Council via email
6	Agenda for the DCC Consultative Forum Meeting 26/9 Donnington Park	Fwd to Cllr Hicklin (to attend)
7	SDDC Street naming for land off Maple Drive conformation of names as Fleetwood Drive, Chester Close; and Aires Hollow.	Fwd to Parish Council via email
8	War Memorials Grant Scheme letter	Fwd to Julie Ingman
9	Maisy Haywood request to advertise the Tree Tops Fundraiser Pudding Event	Advertised on Facebook Page
10	Community Buildings Training – Governing Documents	Fwd to Julie Ingman
11	SDDC request for information on projects to enable them to produce a Project Investment list	Provided information on the Recreation Centre Improvement Project and Fwd to Julie Ingman for potential projects at the Memorial Hall
12	PAT Testing workshop training	Fwd to Julie Ingman
13	Donnington Racetrack September Activity Sheet	Fwd to Parish Council via email
14	Power Interruptions in Aston email from Weston Power	Copied onto Facebook page
15	War Memorial Hall minutes and treasurer report August	Fwd to Parish Council via email
16	Derbyshire Alert - Police and Crime Commissioner calls for public support for policing	Fwd to Parish Council via email and added onto Facebook page
17	SDDC request for information regarding Dancing activities within the village	Provided information
18	SDDC request to promote the Police Force for Good community grants scheme	Fwd to Barbara James and Julie Ingman to pass onto the facility users
19	Safer Neighbourhoods October dates and Venues	Fwd to Parish Council via email
20	DALC Circular 10-2017	Fwd to Parish Council via email
21	Agenda for SDDC Parish Liaison Meeting 31/9 6.30pm	Fwd to Cllrs Graham and Selby

22	Graffiti and rubbish at the POD reported by Cllr Toon	Fwd to Parish Council via email – Cleaned and cleared by Cllr Hurrell
23	SAVE committee minutes	Fwd to Parish Council via email and displayed Poster in noticeboards
24	SDDC Road Closure Notice for Civic Parade / Remembrance Day	Displayed poster in Noticeboards
25	SLCC bulletin 14 September	Fwd to Parish Council via email
26	Shardlow Liaison Committee Meeting Agenda and Minutes	Fwd to Cllrs Graham and Toon
27	VAS system not working email	Requested that the batteries are changed and the VAS system to be moved in October to Weston Road
28	SDDC and Parish Councils Liaison Meeting notes attended by Cllrs Selby and Graham	Notes fwd to Parish Council

Schedule B – Requiring Action

Item	Description	Action / Decision
1	Minor Maintenance Scheme agreement notification of £315 towards footpath maintenance	Fwd to Cllrs Graham, Toon, Hicklin to consider alongside their report on the Playing Fields and Community Payback
2	DCC Winter Snow Warden Scheme request for wardens	Emailed Insurance Company to check if this would be covered. Fwd to Parish Councillors to discuss at next meeting
3	RIA complaint re Salisbury Plain not being cut enough and the grass cutter has damaged the football goal net supports (welded back together but in poor repair)	Asked Cllr Hicklin to inspect the goals and to discuss response at Parish Council Meeting

The chairman thanked everyone for attending and the meeting was closed at 10pm. The next meeting will be TUESDAY 17 October 7.30pm

Signed _____ Chairman / Vice Chairman