

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

PRESENT: Cllr E Hicklin (Chair) Cllr C Alberts, Cllr S Graham, Cllr J Longley, Cllr S Graham, Cllr C Toon, Cllr Cope, Cllr Wheeler, Sheena Butcher (Clerk / RFO), District Cllr N Atkins, County Cllr H Coyle, County Cllr P Watson, 4 members of the public

Reference	Agenda Item	PART 1 NON – EXEMPT ITEMS	Action
175/2017-18	Apologies for Absence	Cllr Tony Hurrell, Cllr Mike Selby, PCSO Emma Guest	
176/2017-18	Removal of Items to Exempt Section	No changes required	
177/2017-18	Declaration of Interest	No declarations made	
178/2017-18	Public Participation	<p>A resident asked if there was an update regarding the road marking request at the junction of Chellaston Lane and Weston Road. DCC Cllr N Atkin to chase.</p> <p>A resident wished to alert residents to take care of their possessions as he feels that Aston is being targeted and the numbers of thefts are increasing, his Motor Home was stolen.</p> <p>Neighbourhood Watch are proposing to request monies from the PCC grant funding pot to provide up to 40 residents with a CCTV Camera package with 2 HD cameras which would be used for viewing following a crime. NHW would apply for the grant but would like the Parish Council's support. As the cameras would be provided to individuals, Data Protection rules would not apply to NHW or the Parish Council.</p>	NA
179/2017-18	Reports from outside bodies	<p>District Cllr Watson – The local plan part 2 has been approved, standards for housing development have also been approved and this plan will take SDDC forward to 2028. The council are on target to reach their new housing quota by 2028. The clean team have a target of 48 hours from reporting to clean up, last year there were 800 instances of "Fly Tipping" SDDC have also prosecuted 6 people / companies for Fly Tipping with the largest fine being £20,000. East Midlands met with representatives of local Parish Councils and SAVE on Monday 19 November and presented their outline plans for the next 10 years. A study of noise levels will be undertaken in 2018.</p> <p>District Cllr Coyle – The planning application for the site opposite Acre Lane on Shardlow Road for a Gypsy Site is still being investigated by SDDC planning team – no date has been set for it to go to the planning committee. A traffic survey has been undertaken and an archaeological survey is required. Cllr Coyle suggested that the Parish Council request that the Skylink bus service comes through the village and she would support us in our efforts.</p> <p>County Cllr N Atkin – has requested that Simon Spencer (Cabinet member for Highways) attend a meeting between the parishes, the bus companies to discuss the future bus services. UPS are planning a new terminal at East Midlands. There will be a revised consultation regarding the minerals plan for the next 20 years coming out. There has been a drive to remove pot holes within the district and there has been an 80% decrease in recorded</p>	HC

		<p>faults. DCC have allocated an extra 6 million on prevention works for highways including roads, trees and pathways. The access for construction works at Aston on Trent Primary School has been approved and works are already in progress. The proposed new secondary school site has been agreed to be on Infinity Park / Garden Village and will be 100,000 square meters in size, costing approx. 15 million with a minimum capacity of 2000 children. We will retain the current fire stations throughout Derbyshire, but the sites will be reviewed and some will become Community Fire Stations incorporating ambulance services. Aston is served by Kingsway and Ascot Drive. The target is to get to an incident within 8 minutes. The operators per engine will be reduced to 4 (from 6) but more engines will be deployed as per requirements e.g a house fire would automatically be allocated 2 engines.</p> <p>Barrie Evans Neighbourhood Watch - There has been 6 incidents since the last meeting; 26/10 suspicious activity on Alderslade Close – a man with a dog and the following evening a car was parked outside the same house who drove off when confronted. 1/11 – fireworks being let off. 6/11 Attempted robbery at the Post Office with the shop window broken. 9/11 a motorhome was stolen from Derby Road. 21/11 A white ford connect van called at a house on Willow Close. The person had Property Solutions on his sweatshirt, the resident said to return. Upon his return he was met by neighbours and then went away – this was caught on the neighbour’s CCTV. 21/11 Fly Tipping on Derby Road 150 yards past the new crematory entrance – the clerk to report this.</p>	SB
180/2017-18	Minutes 17 October	The minutes of the meeting held on 17 October 2017, copies of which had been previously circulated to members were confirmed to be a true and accurate record and signed by Cllr Hicklin.	
181/2017-18	Update on Actions from October	<p>75/2017-18 – Cllr Toon to arrange the testing of the PCB board for the POD – carried forward</p> <p>99/2017-18 – Carried forward</p> <p>124/2017-18 – Had a response from one recommendation but they are too expensive. It was RESOLVED to obtain a quote from Plantscape – carried forward</p> <p>137/2017-18 – Sub group of Cllrs Wheeler, Cope and Selby to look at engaging youths aged 14+ in the summer play scheme - carried forward</p> <p>139/2017-18 – Sub group of Cllrs Hicklin, Toon and Selby to create a specification for a grass cutting tender – carried forward</p> <p>148/2017-18 – Remembrance Row - carried forward</p> <p>166/2017-18 – the cradle seats were supplied FOC by Playdale even though they were out of the 3-year warranty period. Thanks to the Lengthsman for fitting them. There is no issue with the green light being on the defibrillator</p> <p>168/2017-18 – The Christmas Tree has been delivered to Cllr Hicklin. 3 reindeers have been purchased for the Green in lieu of an additional Christmas Tree, Cllr Cope is investigating additional solar lights. Cllr Toon will secure the reindeers and provide protection for the timer. The residents at Long Cottage have agreed to let the Council use their outside electricity point and it was RESOLVED that we would pay them a sum of £25 for use of their electricity. The Christmas Tree, Lights and Decorations will be put up on December 3rd from 9.00am, Cllr Hicklin will email the Councillors to arrange help</p>	<p>CT</p> <p>CT</p> <p>SB</p> <p>SB</p> <p>EH</p>

182/2017-18	Clerks Report	<p>The Parish Council Website is live, It was RESOLVED to ask Chris Sellek to remove the data from the village website and add a link to the new Website www.astonontrentpc.org.uk It was also RESOLVED to lapse the old email address of theclerk@astonontrentparishcouncil.org.uk and the domain registration of astonontrentparishcouncil.org.uk (which has never been put into operation)</p> <p>General Data Protection Rules, the clerk has arranged for a small group of local clerks to meet to discuss the implications and workload required and will report back to the parish Council at least a week prior to Decembers meeting.</p> <p>The new external auditors have been announced who are PKF Littlejohn LLP for the next 5 years. The issue of the hedge at the start of Little Moorside has been raised again with Lynn Taylor. The village is having the lampposts replaced with LED lighting and Steve Graham has reported that SDDC are tidying up the trees and ringing ivy growth. I attended the Grave Matters Training and have a list of actions to discuss with the Cemetery Sub Committee before asking for full council permission's approval. We have received 2 submissions for the Excellence in Community Awards to date.</p>	
183/2017-18	Chairman's Report	<p>Cllr Hicklin thanked all that attended the Remembrance Day Parade and thanks to Cllr Cope for putting and up and taking down the lamp post poppies. Cllr Cope apologised for the poppies not being correctly positioned, this will be noted for next year. It was RESOLVED that the clerk will write to Aston and Weston Royal British Legion thanking them for a well organised parade. Cllr Hicklin thanked the clerk for the work on the new website. The Parish Boundary Meeting was cancelled by Weston Parish Council, Frank McCardle is to re-arrange this.</p>	SB
184/2017-18	Correspondence Schedule	<p>Schedule A was accepted.</p> <p>Schedule B: It was RESOLVED that;</p> <ol style="list-style-type: none"> 1- The clerk is to write to the resident stating that the land is privately owned and that there is a dog bin opposite the road 2- The clerk is to request a larger sign from SDDC regarding picking up dog waste and asking for a 20 mile speed limit sign from DCC. Cllr Wheeler was asked to mention picking up dog litter in the next issue of the Acorn magazine 3- The clerk is to decline the offer for Dementia Friends training by Richmond Homes 4- The clerk is to write to the resident stating that the council have no action to take 5- The clerk is to respond to the resident with Cllr Hurrell's response 	SB SB SB SB SB
185/2017-18	Recreation Centre	<p>The report by Cllr Toon was received and agreed. It was RESOLVED that the clerk would write to ICS about the difference between the method statement for the extra footings and the actual work, we accept that the work was necessary and is fit for purpose but the cost for the work was excessive.</p>	SB
186/2017-18	Health and Safety	<p>The park equipment has been inspected on 3/11, 14/11,20/11 and all was in order. The cradle swings have been replaced free of charge by Playdale (delivery costs of £30) – they were just outside the warranty period and were</p>	

		installed by the Lengthsman on 14/11. The defibrillator box was opened on 4/11 and we received a report that it was re-deployed on 6/11. Cllr Selby replaced the soap and scissors on 7/11. The defibrillator was checked 21/11 and the results were submitted to Community Heartbeat	SB JL
187/2017-18	Report from the Playing Fields Advisory Group	The report from the Playing Fields Advisory Group was reviewed and the proposals for 2018 / 19 were discussed and the suggested budget would be used by the Finance Sub Group for budget 2018 proposals to the full council at the December meeting. The projects are to be costed for the Finance sub group plans. The clerk is to document the policy of not cutting down healthy trees including near resident's boundaries. It was RESOLVED to create a compost bunker at the playing fields	SG SB CT
188/2017-18	Planning Applications and Decisions	9/2017/119 Mullyon Cottage, Posey Lane – Felling of a Lime Tree - approved	SB
189/2017-18	Budget for 2018	Project costings are required for Remembrance Row, the Playing Fields. Cllr Hicklin asked all Cllrs to request any other projects asap to the Clerk and Cllr Hicklin. Cllr Longley suggested putting artificial grass in the Children's Play area. The clerk to send out an appointment to the Finance Sub Group to plan a proposed budget prior to the December meeting	All SB
190/2017-18	CCTV	It was RESOLVED that the current CCTV system owned by the Parish Council be left as is until February and then reviewed. The clerk is to request that Chris Smith from Safer Neighbourhoods send a monthly confirmation that the CCTV system is working for the Parish Council records. It was RESOLVED that the Parish Council would support the Neighbourhood Watch in their proposals to obtain grant funding from the PCC	SB
191/2017-18	Acorn Magazine	It was RESOLVED that the Parish Council would financially support the Acorn Magazine for the next two years at £420 per year (April – March) in addition to their normal subscription costs	SB
192/2017-18	Parish Boundary Review	It was RESOLVED that the Parish Council would attend the joint meeting with Frank McCardle to discuss the situation and request that the review process is stated at the meeting	
193/2017-18	Bus Schedule	It was RESOLVED that the communication between the DCC Senior Transport Officer and a resident is sent to DCC Cllr Atkin (with the resident's permission) It was RESOLVED to request additional bus services from Skylink cc District Cllr Coyle It was RESOLVED to ask Weston PC about any actions they are undertaking	SB SB SB
194/2017-18	Derby Road Cemetery	The residents request to bury cremated ashes under a Tree was approved but must follow the burial rights costs and procedures for Ashes Internment. The clerk will inform the resident and ensure that the previous occurrence is documented but no charges will be made, this will ensure that the burial rights and documentation are in place. The ashes and tree will be located in the natural burial area. The Cemetery Sub Group consisting of Cllrs Hicklin, Graham, Cope, Selby, Longley and the Clerk will meet at Cllr Longley's house at 2pm on 27 th November to review the changes as outlined in a previous email by the clerk as a result of the training course "Grave Matters"	SB EH

195/2017-18	Dementia Friends Training	The clerk is to inform Richmond Homes that the training is not required by the Parish Council at this point	SB
196/2017-18	Annual Parish Meeting	A sub group consisting of Cllrs Wheeler, Longley, Alberts and the Clerk will meet prior to the January meeting to propose the procedures for the Annual Parish Meeting. Cllr Wheeler to arrange the date	HW
197/2017-18	Reports from Outside Bodies	Cllr Hicklin attended the South Derbyshire Strategic Plan Launch. The East Midlands Airport meeting was attended by Cllrs Longley and Selby. The minutes from the SAVE and Memorial Hall meetings were circulated. The requested footpaths have been cut back to a good standard. Little Moorside is still to be actioned by Trevor Marks.	
198/2017-18	Finance – Schedule A & B	The council RESOLVED that the accounts set out in Schedule A be approved for payment. The council RESOLVED that the accounts set out in Schedule B were correct It was RESOLVED the bank reconciliation was accurate as was the Budget V Actual report	
199/2017-18	Date, time of the next meeting, Agenda items to be listed	The next meeting will be held on Tuesday 19 December at 7.30pm	
		Part 2 – Exempt Items 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>	
		No Exempt Items	

Finance Schedule for Aston on Trent Parish Council Meeting 21 November 2017 - Version 2

Schedule A: Expenditure for Approval

Date	Payee	Details	Cheque Nu	Net	VAT	Total to Pay	Subtotal >1 payments
21/11/2017	Aston Community Group	Subscription Fees for Acorn Magazine 4 editions 2018		£151.00	£0.00	£151.00	
01/11/2017	DALC	Invoice 1161 Grave matters Training 6/11/17 @ DALC for S Butcher	2946	£60.00	£0.00	£60.00	
21/11/2017	David Corden	November Wages		£260.00	£0.00	£260.00	
31/10/2017	ICS	Invoice 10762 Works per Valuation 2 to 31/10/17		£7,133.42	£1,426.68	£8,560.10	
03/10/2017	June Smedley	Autumn bedding plants for the green		£20.25	£0.00	£20.25	
21/11/2017	June Smedley	November Wages		£90.10	£0.00	£90.10	110.35
27/10/2017	Playdale Playgrounds	Quote 0000045540 replacement of 2 cradle swings for playground under w arrantee - delivery costs only		£25.00	£5.00	£30.00	Paid via bacs 27/10/17
02/11/2017	Sheena Butcher	Invoice 123-025729565 123 Reg domain hosting for w w w .astonontrentpc.org.uk		£47.88	£9.58	£57.46	
13/11/2017	Sheena Butcher	PrinterInks Invoice 21718923 for 3x printer inks		£32.04	£6.41	£38.45	
21/11/2017	Sheena Butcher	November Wages		£600.28	£0.00	£600.28	
21/11/2017	Sheena Butcher	Use of home office October 2017		£28.80	£0.00	£28.80	
21/11/2017	Sheena Butcher	Mileage claim for October - November 2017		£79.20	£0.00	£79.20	804.19
15/11/2017	Turfworks Groundcare Ltd	Invoice 625/41/5 Grass cutting from 10/10 - 15/11		£1,008.05	£201.61	£1,209.66	
20/11/2017	Helen Cope	Reindeers purchased from Costco by Helen Cope for The Green in lieu of Christmas Tree		£169.99	£0.00	£169.99	
16/11/2017	WaterPlus	Invoice stw -INV00813480 from Sept - Nov		£14.92	£0.00	£14.92	
Totals				£9,720.93	£1,649.28	£ 11,370.21	

Schedule B: Income since last meeting

Bank balance 12/11/17

£174,411.49

Including income of:

10/11/2017	HM Revenue and Customs	£ 5,515.56	Not received
17/10/2017	Simnett and Sons Funeral Directors	£ 800.00	
14/11/2017	Simnett and Sons Funeral Directors	£ 310.00	
17/11/2017	ESC Lottery Fund	£ 12,599.00	
Total Income since last meeting		£ 19,224.56	

Burial Income to date:

£ 5,390

+ Total Income since last meeting

£ 19,224.56

Less Payments not yet presented at the bank

£ 11,340.21

10/11/2017	HM Revenue and Customs	£ 5,515.56
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Balance

£168,586.84

Cheques Signed By:

1.

Ensure chq stubs and invoices are signed

2.

Correspondence Schedule for Aston Parish Council Meeting Tuesday 21 November 2017

Schedule A – Information only

Item	Detail	Action taken
1	Letter regarding Parish Boundary Review	Fwd to PC via email
2	South Derbyshire Partnership strategy launch	Fwd to PC via email – Cllr Hicklin attending
3	Donnington Racetrack November activity schedule	Fwd to PC via email
4	Richmond Homes prices for therapies and hairdressing	Fwd to PC via email and uploaded to Facebook
5	Resident complaint regarding new sign by Cinder Path put in place by SDDC	Fwd to PC via email and fwd to Weston PC as the sign is within their Parish
6	Lantra Cross Saw Training Course revised dates sent	Fwd to Cllr Toon who is attending the course
7	EMA presentation to Parishes	Fwd to PC via email – Cllrs Selby and Longley to attend
8	Bus Timetable revisions from 27 November	Fwd to PC via email and uploaded the revised timetable on Facebook. Added to Novembers Agenda
9	Phantom debt collectors and Bailiffs Fraud Alert	Fwd to PC via email and uploaded to Facebook
10	Fly tipping on Acre Lane	Reported to SDDC
11	Resident request to move the VAS system due to extra traffic coming into the village due to the road closure on Shardlow Road	Moved the VAS system to the top of Derby Road
12	Parish Town and Council liaison forum link to SDDC website	Fwd to PC via email
13	Foundation Football Academy request for a pitch	Fwd to Barbara James – RIA
14	Connectivity Survey for broadband, mobile phone coverage and transport needs in South Derbyshire	Fwd to PC via email
15	DALC circular 13	Fwd to PC via email
16	Derbyshire Police and Crime Panel Newsletter	Fwd to PC via email
17	Stenson Football Club Newsletter (play home games at the Playing Fields)	Fwd to PC via email
18	Swadlincote Christmas Lights switch on 24 November	Added to Facebook and website
19	Winter Service Scheme	Noted link
20	CCTV documentation from Melbourne Parish Clerk	Fwd to PC via email

Schedule B – Requiring Action

Item	Description	Action / Decision
1	Resident request for a new dog bin at the bottom of the track of Grange Farm, opposite the entrance to the Recreation Centre	Fwd to PC via email – for discussion and action at November PC meeting
2	Resident request for a larger sign regarding picking up dog waste on Long Croft on the hill and to have 20 speed limit signs on Long Croft	Fwd to PC via email – for discussion and action at November PC meeting
3	Offer from Richmond Homes to put on a Dementia Friends Training Session	Fwd to PC via email – for discussion and action at November PC meeting
4	Resident complaint regarding dangerous fireworks on Willow Park Way	Requested input from Police regarding laws. Was told to inform the resident to involve trading standards. Passed complaint to Weston PC as the house is within Weston PC. Fwd to Aston PC as the firework could of come from an Aston Parish house
5	Resident request that the Parish Council complain to the Village Voice that their wording ‘the village residents would greatly benefit from the diversity gypsies would bring’ the resident requests that the PC to send a strong message to the V.V. editor asking for a retraction or at least a counter statement from the PC that the statement does not represent any views from Aston, with a copy to SDDC Planning and District Councillors, as a matter of urgency.	Fwd to PC via email – for discussion and action at November PC meeting

The chairman thanked everyone for attending and the meeting was closed at 10pm. The next meeting will be TUESDAY 19 December 7.30pm

Signed _____ Chairman / Vice Chairman