

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

**PRESENT:** Cllr E Hicklin (Co-Chair), Cllr T Hurrell (Co-Chair) Cllr S Graham, Cllr J Longley, Cllr S Graham, Cllr C Toon, Cllr Cope, Cllr Wheeler, Cllr Selby, Sheena Butcher (Clerk / RFO), District Cllr N Atkins, County Cllr H Coyle, 2 members of the public

Reference	Agenda Item	PART 1 NON – EXEMPT ITEMS	Action
200/2017-18	Apologies for Absence	Cllr Alberts, SDDC Cllr Watson,	
201/2017-18	Removal of Items to Exempt Section	No changes required	
202/2017-18	Declaration of Interest	No declarations made	
203/2017-18	Public Participation	No public statements	
204/2017-18	Reports from outside bodies	<p><b>DCC Cllr Neil Atkin</b> Cllr Atkin has received information from the Cabinet Cllr that DCC subsidise £3 million per year on bus routes and are looking to reduce this amount. Bus operators are pulling out of unprofitable routes. They suggest we ask NottsDerby a) How did you do your public consultation, b) Passenger Data c) request them to come to a future Parish Council meeting. Cllr Hurrell stated that he wanted to understand what the public transport strategy was for DCC and how reducing services fits in with this strategy. It was resolved that Cllr Hurrell would send an email to Simon Spencer @ DCC on behalf of the PC. A meeting has been arranged with Skylink and Cllr Atkin has said that Shardlow would like to be consulted on any changed to their service – Cllr Coyle informed the Parish Council that there are 3 stops between the Dog and Duck pub and Derby Road that could be affected by any changes. It was resolved to invite Cllrs Coyle, Hurrell and Atkin to the meeting with Alex Kerr (General Manager of Kinchbus) Cllr Wheeler asked Cllr Atkin to speak to the Highways Dept about the overgrown hedge between Moor Lane and Little Moorside, the clerk to forward the pictures and details to Cllr Atkin.</p> <p><b>SDDC Cllr Hillary Coyle</b> The bin collection will take place on the 28<sup>th</sup> December. The SNT and Area Forum format will be reviewed to improve attendance in the new year. There has been another instance of Fly Tipping on Acre lane – Clerk to report.</p> <p><b>Barrie Evans – Neighbourhood Watch</b> Please report any suspicious occurrences or any thefts to both the police and NHW. The following incidents have occurred over the past month; 22/11 Property Solutions returned to Willow Close and the Van was still untaxed 29/11 House broken into during the day on Shardlow Road and a £30,000 VW Scirocco was stolen</p>	<p><b>TH</b></p> <p><b>SB</b></p> <p><b>NA /SB</b></p>

		<p>30/11 BT Internet phone scam asking people to switch on their computers</p> <p>1/12 Plusnet Internet phone scam asking people to switch on their computers</p> <p>3/12 Derby Road – locks cut off gates and trespassing on private land</p> <p>7/12 Recreation Centre – attempted break-in of storage units</p> <p>7/12 10.30pm at the village end of Derby Road. An intruder was disturbed and chased by occupants, passing police car made an arrest. Stolen items were recovered and the intruder is on remand for four weeks in prison</p> <p>7/12 Evening (unconfirmed) vehicle broken into and items stolen</p> <p>7/12 Night Chellaston Lane burglary with a forced door entry with many items stolen</p> <p>8/12 Overnight Weston Road – theft from a vehicle with tools stolen</p> <p>13/12 Weston Road 7.15pm near the War Memorial Hall £1000 men’s bike was stolen from an insecure garage</p> <p>14/12 Manor Farm Road / Little Moorside – suspicious silver Vauxhall Astra NV56 XBK, Male Driver stopped and looked into field when he realised he was being watched</p> <p>16/12 Suspicious male aged approx. 35 with short mousy hair, long red coat, striped tracksuit bottoms. Bike was dark in colour riding along Derby Road near the Post Office looking into parked car windows</p>	
<b>205/2017-18</b>	<b>Minutes 21 November</b>	The minutes of the meeting held on 21 November 2017, copies of which had been previously circulated to members were confirmed to be a true and accurate record and signed by Cllr Hurrell.	
<b>206/2017-18</b>	<b>Update on Actions from previous meetings</b>	<p>75/2017-18 – Cllr Toon to arrange the testing of the PCB board for the POD – carried forward</p> <p>99/2017-18 – Derby Road Cemetery - 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>158/2017-18 – Footpath on Willow Park Way, it is passable at the moment, if the hedge intrudes further, Cllr Hurrell will instruct the clerk to write to the resident</p> <p>169/2017-18 – Advertising in the village. As a council we have no legal right to remove these advertisements. Cllr Hurrell contacted SDDC and DCC. SDDC said if we believe an advert is illegally presented, take a photo and ask an enforcement officer at SDDC Planning deal with it. DCC have not replied</p> <p>170/2017-18 – Police and evidence gathering. Cllr Hurrell was in contact with Inspector Bateman at Swadlincote and she has assured us that wherever and whenever there is evidence to be gathered it should be gathered. There is no such thing as soft crime. However, where a less serious crime is committed and no evidence is apparently obvious it is less likely to be proactively investigated. Such crimes are not judged on financial outcomes alone, impact on victim is also a consideration</p>	<b>CT</b> <b>CT</b> <b>SB</b>
<b>207/2017-18</b>	<b>Clerks Report</b>	We have received 3 submissions for the Excellence in Community Awards to date. EMA community has requested parishes to submit a request for a noticeboard as they have extra funds that they may use, I await their decision.	

		The Village Website has to be re-built in order to remove our section, Chris Sellek will do this as he has chance so until I'm notified, I will continue update both websites. An estimate for surfacing the park area has been received with different options and prices. If the Parish Council decides to go ahead with surfacing as a project in 2018-19, more quotes can be obtained. Additional signs have been put up for Dog Waste around the school. The resident who requested to bury Ashes underneath a Tree is going to proceed when the conditions are better for planting. A form will be completed for the previously unrecorded Ashes under the Robin Tree. The Car Usage Policy has been updated to make specific reference to Parish Councillors being able to claim mileage rates whilst on PC business – It was RESOLVED by the council to adopt this revision with immediate effect. Rosalind Nicklin is the new Community Relations Manager at Richmond Homes and is keen to involve Richmond Homes in regenerating an area of land in the local community. It was RESOLVED to ask Rosalind to the January meeting to outline her ideas as an agenda item.	SB SB
208/2017-18	<b>Chairman's Report</b>	The Chairman thanked Cllrs Toon and Hurrell for helping put up the Christmas Tree and thanked Cllrs Cope and Toon for the Reindeers and lights on the Green. He requested help to take down the decorations on the 7 <sup>th</sup> January and will send out an email with the time. The meeting regarding the boundary between Aston and Weston has been rescheduled to 8 January 7pm at Weston Village Hall	EH
209/2017-18	<b>Correspondence Schedule</b>	Schedule A was accepted. Schedule B: It was RESOLVED that; 1- To decide the precept amount in minute reference 219/2017/-18 below 2- Not to hold an event for the Holocaust Memorial Day 3- Cllr Hurrell will be invited to attend the meeting with Cllr Coyle and Atkin and the clerk	SB
210/2017-18	<b>Recreation Centre</b>	The report by Cllr Toon was received, no decisions were required	
211/2017-18	<b>Health and Safety</b>	The park equipment has been inspected w/c 11/12 with no visible issues. The defibrillator was checked 19/11 and the results were submitted to Community Heartbeat The clerk has requested that the CCTV system is checked by Chris Smith from SDDC Safer South Derbyshire Communities Team, he is on a course until 21/12	SB
212/2017-18	<b>Report from the Playing Fields Advisory Group</b>	The proposal for £1000 tree budget and £6000 playing field budget was discussed. Cllr Graham has received the funding application forwarded by the clerk for the Payback Team and will complete it. A further meeting will be scheduled in the new year to plan a schedule of works. The football pitch requires some remedial work of which there is money in this current year budget to do.	SG
213/2017-18	<b>Planning Applications and Decisions</b>	None applications received 9/2017/119 Mullyon Cottage, Posey lane – Felling of a lime tree was approved on 27/11/17	

214/2017-18	<b>Planters / Hanging Baskets in 2018</b>	It was RESOLVED to confirm acceptance of the quote M171201-ASTON for £1500 + VAT and installation by 15 June 2018	<b>SB</b>
215/2017-18	<b>Summer Play Scheme 2018</b>	It was RESOLVED to book activities on a Tuesday AM over the summer for available slots up to a cost of £1700. Cllr Cope and the clerk to determine the activities. The sub group are still looking at a separate provision for 14+	<b>HC / SB</b>
216/2017-18	<b>Risk Register</b>	It was RESOLVED to approve the updated Risk Register	<b>SB</b>
217/2017-18	<b>Cemetery Documents</b>	It was RESOLVED to approve the updated Cemetery documents It was RESOLVED to approve the price increases proposed for burials from 1 April 2018	<b>SB SB</b>
218/2017-18	<b>Commemoration Project</b>	It was RESOLVED to have a stone and 6 trees planted as a Commemoration of WW1 at the Cemetery. The Aston and Weston branch of the British Legion approved of this project and there is potential of monies to support this project. Hansons have agreed to help with the materials for the base and have sent recommendations for quarries for the Stone. Cllr Hicklin has obtained quotes for 6 Copper Beech Trees and it was RESOLVED to purchase trees of 10-12 cm in diameter. The location of the commemoration would be to the right of the car park near the tap. The sub committee will report back at the January meeting with full proposals and costings.	<b>HW/ MS/ EH/ SG</b>
219/2017-18	<b>Budget for 2018</b>	The budget for 2018/19 was presented by Cllr Hurrell and it was RESOLVED to agree the figures. It was RESOLVED to keep the precept at the same amount as last year (£33,385) Due to an increase in council reserves, increased provision will be made for village projects that will improve village amenities to include the Play park, the Playing Fields, the Cemetery and some increased grass cutting.	
220/2017-18	<b>Reports from Outside Bodies</b>	Cllr Selby attended the Recreation Centre Management board meeting. The football club are currently 7 <sup>th</sup> in the league, they are recruiting youngsters for teams and are going for charter status. Armchair exercise and Tea Dances are being set up and the Cricket Club are using indoor nets to train over the winter period. Cllr Sleby was asked to inform RIA that the Parish Council will need to approve the look of the "brick donation board" The next meeting is on the 30 <sup>th</sup> January which will incorporate their AGM. Cllr Selby also attended the Patient Participation Group meeting on 5/12. The extended opening hours have been withdrawn in order to concentrate on core business hours. A patient education event is proposed in local halls for items such as incontinence and prostate cancer and organisations such as carers association will be invited. In August 207 appointments were not attended, Cllr Selby is to ask out of how many in total to give this number some perspective.	<b>MS  MS</b>
221/2017-18	<b>Finance – Schedule A &amp; B</b>	The council RESOLVED that the accounts set out in Schedule A be approved for payment and will include the late invoice from OCS for £180 + VAT for an engineer to visit and fix the CCTV system if required to pay – <b>20/12 Chris Smith has said that he will sort this therefore we will not pay this invoice at this time</b> 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	<b>SB</b>

222/2017-18	Date, time of the next meeting, Agenda items to be listed	The next meeting will be held on Tuesday 16 January at 7.30pm	
		<p><b>Part 2 – Exempt Items</b></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>	
		<b>No Exempt Items</b>	

The chairman thanked everyone for attending and the meeting was closed at 9.30pm. The next meeting will be TUESDAY 16 January 7.30pm

Signed \_\_\_\_\_ Chairman / Vice Chairman

## Finance Schedule for Aston on Trent Parish Council Meeting 19 December 2017

### Schedule A: Expenditure for Approval

Date	Payee	Details	Cheque Nu	Net	VAT	Total to Pay	Subtotal >1 payments
19/12/2017	David Corden	December Wages		£260.00	£0.00	£260.00	
19/12/2017	HRMC	Tax and NI for December Wages		£104.84	£0.00	£104.84	
06/12/2017	I Jowett	Contribution to electricity charge for Long Cottage (use of o/s elec point over xmas)	2948	£25.00	£0.00	£25.00	
30/11/2017	ICS	Invoice 10783 - works per Valuation 3 to 30/11/17		£15,544.78	£3,108.96	£18,653.74	
19/12/2017	June Smedley	December Wages		£36.00	£0.00	£36.00	
28/11/2017	Sheena Butcher	Postage for CCTV Grant application		£0.98	£0.00	£0.98	
29/11/2017	Sheena Butcher	8 x outdoor solar lights for the green		£74.53	£14.91	£89.43	
06/12/2017	Sheena Butcher	Stationary		£4.99	£1.00	£5.99	
18/12/2017	Sheena Butcher	Order number 1986044602 Microsoft Office 365 renew al		£49.99	£10.00	£59.99	
19/12/2017	Sheena Butcher	December Wages		£890.87	£0.00	£890.87	1083.26
08/12/2017	Taylor Day Tree Services	Invoice dated 8/12/17		£390.00	£0.00	£390.00	
14/11/2017	Trevor Marks Gardening Services	Invoice 0547 Cut back footpath 14 and 15		£160.00	£0.00	£160.00	
18/12/2017	Trevor Marks Gardening Services	Invoice xx Cut back undergrowth from footpaths 5 and 10 (Little Moorside)		£100.00	£0.00	£100.00	260.00
<b>Totals</b>				<b>£17,641.98</b>	<b>£3,134.87</b>	<b>£ 20,776.84</b>	

### Schedule B: Income since last meeting

**Bank balance 18/12/17**

£175,719.84

**Including income of:**

08/12/2017	ESC Lottery Fund	£ 7,133.00	
08/12/2017	Weston Parish Council	£ 288.15	Not Received
11/12/2017	Derbyshire County Council	£ 315.00	Not Received
11/12/2017	HM Revenue and Customs	£ 3,341.47	Not Received

**Burial Income to date:**

**£ 5,390**

Total Income since last meeting

**£ 11,077.62**

+

**Less Payments not yet presented at the bank**

**£ 3,944.62**

**Balance**

**£158,887.62**

**Cheques Signed By:**

1.

Ensure chq stubs and invoices are signed

2.

## **Correspondence Schedule for Aston Parish Council Meeting Tuesday 19 December 2017**

### **Schedule A – Information only**

Item	Detail	Action taken
1	Letter received from resident, Gold card holders are not being asked to present their cards to the machine	Fwd to PC, District and County Councillors for information via email
2	Nominations for Excellence in the Community awards	Filed for committee meeting
3	Western Power cable laying at the Bowling Green	Informed the Parish Council and added to Facebook
4	Swarkestone Garden Nursery -sign at Aston Cross	Clerk phoned and asked them to remove it
5	DALC Circular 14	Forwarded to Parish Councillors via email
6	EMA - DHL Training flights over Aston on Trent	Forwarded to Parish Councillors via email
7	Resident complaint to the Chairman about advertising in the village	Clerk sent the advice supplied by SDCC that we have no legal right to remove the signs and can only take a photo and ask the planning officer at SDDC to deal with it
8	Safer Neighbourhood Forum meetings for Jan -Feb	Forwarded to Parish Councillors via email
9	EMA – email asking if we require any noticeboards as they have some community funds left in the budget	Responded yes to replace the noticeboard at the Playing Field. They will come back to use once a decision has been made
10	DCC have received funding for a 2017-18 Clean Up Project application	Forwarded to Cllr Graham to apply for work on the Playing Field
11	Revised date for the Boundary Review meeting 8 January 7pm @ Weston Village Hall	Forwarded to Cllrs Hicklin, Hurrell and Graham to attend with the Clerk
12	NHW have asked if the Parish Council have had any notification that the reviewing of CCTV footage has changed	Cllr Hicklin responded that he would find out and report back at the December meeting
13	Lynn Taylor (Rights of Way Officer at DCC) confirmed that the hedge has been cut back on footpath 5 (Little Moorside)	The clerk sent pictures proving it hadn't, this is not part of the footpath and has now been passed to DCC Highways to enforce the hedge being cut

### **Schedule B – Requiring Action**

Item	Description	Action / Decision
1	Notification of Parish Precept 2018/19 letter	To determine the precept amount at the December meeting
2	Holocaust Memorial Day 2018	To discuss if the Parish Council wish to support this day and in what way at the December meeting
3	Skylink (Kinchbus) to meet to discuss the possibility of routing some Skylink busses through the village	Meeting arranged 5 January 11am @ Loughborough – PC to decide who to attend at the December meeting