

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

**PRESENT:** Cllr E Hicklin (Chair) Cllr T Hurrell, Cllr C Alberts, Cllr M Selby, Cllr S Graham, Cllr J Longley, Cllr S Graham, Cllr C Toon, Sheena Butcher (Clerk / RFO), District County Cllr and SDDC Cllr N Atkins, SDDC Cllr H Coyle, 3 members of the public

Reference	Agenda Item	PART 1 NON – EXEMPT ITEMS	Action
108/2017-18	Apologies for Absence	Cllrs Cope and Wheeler, SDDC Cllr P Watson, PCSO E Guest	
109/2017-18	Removal of Items to Exempt Section	No changes required	
110/2017-18	Declaration of Interest	No declarations made	
111/2017-18	Public Participation	<p>A representative from the Local History Group explained Redrow Homes have accepted the suggestions for prefixes for the road names as Chester (relating to the Aston/Weston connection to Chester), Aires(Weston field name) and Fleetlands (Aston field name). The company will select the most apt suffixes such as road, drive etc. The Parish Council thanked the representative for the efforts and hard work.</p> <p>A representative from Neighbourhood Watch updated on recent activity, an intruder in a bungalow on Moor Lane, Long Croft – 2 cars stolen, Weston Road – Non-dwelling burglary, Compton Ave – theft from vehicle, Moor Lane – attempted burglary (nothing stolen) Green Leas – suspicious man, Derby Road – suspicious boiler service offer (white van) Compton Ave – stolen items, Long Croft – stolen motor home. A request was made to ensure that the PCSO report is more comprehensive in the minutes in future.</p>	SB
112/2017-18	Reports from outside bodies	<p><b>Report from PCSO Emma Guest</b> (read out by the Clerk) – PCSO Guest had a good walk around the village on Saturday 5 August and generally things have settled, no further items to report.</p> <p><b>Report from District Cllr Coyle</b> – The application for the additional 9 houses behind Weston Road was unanimously rejected by the SDDC planning committee today, SDDC are sticking to the areas outlined for building as specified in the Local Plan. The consultations for Green Spaces and Local Plan Part 2 are due to finish shortly. District Cllr Coyle and Watson and Atkin have been notified of Aston Parish Councils request for a Boundary Review, as both Parishes are within their Wards, they will represent both areas and SDDC will want to ensure that there will be no adverse effects to either Parish if boundaries are changed. Cllr Hicklin explained to the PC that the Clerk and Chair will be invited to the Chief Executive’s Office to discuss the process once SDDC have done some initial explorations. District Cllr Coyle explained that it is a lengthy process.</p> <p><b>Report from County Cllr Atkin</b> <b>DCC Restructure - Top Tier management.</b></p>	

The following posts have now been deleted; Chief Executive, Deputy Chief Executive, 1 Director. It is expected that the CEO will leave his post before Christmas and the two Directors are expected to apply for new appointments elsewhere as DCC are now moving towards appointing “Strategic Directors.”

As a result of these changes we shall now see a restructure of the 2 lower tiers of management & employees.

**Cuttle Bridge**

I have received numerous responses from individuals after I sent out a communication consulting on the officer’s recommendations after requests from members of the public for traffic signals to be installed at the junction of the A514 and Weston Road.

A meeting has been arranged with the officers to discuss a response to those who wrote in and the Parish Councils consulted next week.

**Press Statement on Schools and future education provision**

This has now been withdrawn to be amended, a new release will be published shortly to reflect the current situation for a secondary school in South Derbyshire.

**Recent Cabinet meeting reports**

**Mobile Library Service**

The mobile library service is included in the revised budget and 5-year plan as part of the Library Strategy provision across the County of Derbyshire 2017/22. A library strategy will be developed and implemented, following public consultation, to help to reshape the way the service is delivered and to reduce costs such as through the better use of buildings and increasing the use of self -service technology. The amount spent on books and other items will also be reduced.

**Schools devolved formula.**

The department of Education has confirmed the amount of DFC grant each school receives in 2017/18 will be calculated using the annual school census return at January 2016 (pupil numbers on roll) and based on two elements:

- A fixed amount per school/support centre
- An allocation per pupil according to type of school

Devolved Formula Capital 2017 - 18	Local Authority (LA) School	Voluntary Aided (VA) School
Per School sum	£4,000.00	£4,300.00
Per Primary pupil	£11.25	£12.15
Per Secondary pupil	£16.88	£18.23
Per SEN pupil	£33.75	£36.45

**DFC Grant**

Aston-on-Trent Primary	Primary Sector School	£6,306.25
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		<p><b><u>Aston-on-Trent Primary School</u></b></p> <p>The cabinet approved the classroom extension from 65 expressions of interest with 12 final bids being made. The award being made to a contractor who fulfilled the criteria for the extension totalling £248,018</p>	
<b>113/2017-18</b>	<b>Minutes 18 July</b>	The minutes of the meeting held on 18 July 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>114/2017-18</b>	<b>Update on Actions from July</b>	<p>70/2017-18 – Cllr Hicklin obtained a quote from Turfworks for £750 to remove the dead Willow Tree on the Bowling Green. Cllr Graham to obtain an alternative quote from Canopy and proceed with authorising the removal if less than £500</p> <p>75/2017-18 – Cllr Toon to arrange the testing of the PCB board for the POD</p> <p>98/2017-18 – Cllr Toon has met with the Gardener and will be cutting the shrub back on the Green as per instructions</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</p>	<p><b>SG</b></p> <p><b>CT</b></p> <p><b>CT</b></p> <p><b>CT</b></p>
<b>115/2017-18</b>	<b>Clerks Report</b>	<p>The Cemetery Data has been transferred into electronic format, It was RESOLVED that electronic format only can be used in future.</p> <p>Summer holiday provision, is being well attended, over 100 children signed in yesterday. Using Facebook to advertise it as well as the posters on the noticeboards. The clerk is to pass a copy of the schedule to Cllr Graham to laminate so that it can be put up on the Playing Fields noticeboard</p> <p>More Moles holes have appeared in the Playing Fields, it was RESOLVED to investigate other Mole removal services with a maximum spend of £400</p> <p>The clerk is away from 11-18 August and then from 21-25 August, emails will be checked on a daily basis. The request for a Parish Boundary Review has been forwarded to the Weston on Trent Clerk as a courtesy. She has responded and is adding it to their agenda on 21 August.</p> <p>It was RESOLVED that the following DALC training courses should be attended:</p> <p style="padding-left: 40px;">Finance for clerks 11 September (Cromford) £60 – Clerk to attend</p> <p style="padding-left: 40px;">H&amp;S &amp; Risk Assessments 12 September Darley Dale £40 – Cllr Selby to check if he can attend</p> <p style="padding-left: 40px;">Grave matters 6 November (Cromford) £60 – Clerk to attend</p> <p>Digital skills training – funding is from Big Lottery, ran by CVS. Trying to reach bigger groups such as U3A. They are able to come and set up in the village with their own WIFI and lap tops. Numbers for booking at the Memorial Hall and Heritage Centre have been provided. CVS will require assistance in advertising via Facebook etc.</p>	<p><b>SB/SG</b></p> <p><b>SB</b></p>

		<p>The hoover group are happy to continue until 25 September (anticipated return date of the Lengthsman) Their work is much appreciated and the Clerk is to write a letter of thanks</p> <p>Reminder that PCC Dhindsa is due to attend the PC meeting 18 September from 7pm. The clerk will send the details to Cllr Hurrell to pass to the Neighbourhood Watch and ask members to reply with questions to put to PCC Dhindsa in advance to ensure that he has time to prepare and respond in his presentation. The clerk to also advertise this via Facebook</p> <p>Want to start looking at a new website, email address, and cloud backup (SDDC do not consider Dropbox secure enough) The clerk has a volunteer that will help with this. The clerk to also ask Cllr Hurrell to obtain advice about secure cloud based storage.</p> <p>Community payback have still not responded to our original request and the clerk has chased this. The forms for requesting a second person (Cllr Hicklin) to have access to the online banking system have been signed and sent to NatWest</p> <p>AON Insurance will not continue to provide Local Council Insurance from our next renewal date</p> <p>It was RESOLVED that the Clerk would produce an "in case of emergency file" to be stored at Cllr Hicklin's house</p>	<p>SB</p> <p>SB / TH</p> <p>SB / TH</p> <p>SB</p>
116/2017-18	Chairman's Report	Cllr Hicklin spoke about the Parish Boundary process – see ref 112/2017-18	
117/2017-18	Correspondence Schedule	Schedule A was accepted, the three items in schedule B for action require no response	
118/2017-18	Recreation Centre	The deed of Novation and deed of Variation have been signed by Aston Parish Council and Recreation in Aston. The deed of Novation has been sent to Sport England to sign. The clerk is to complete the Sport England tender response document in anticipation of them signing to obtain their authorisation to appoint the contractor (when the deeds have been completed) and to prepare the tender award letter ready to sign when Sport England have confirmed that they will allocate the grant monies to Aston on Trent Parish Council	SB
119/2017-18	WI 90 <sup>th</sup> Year Celebration Request	The clerk is to forward the completed application to Cllrs Alberts and Longley for them to forward to the WI so that they can investigate the costs and style to determine if they want to proceed	SB
120/2017-18	Footpaths	It was RESOLVED that the Parish Council will monitor the footpaths and use Trevor Marks Gardening Services to keep them maintained in future	
121/2017-18	Trees	It was RESOLVED that Cllr Graham would obtain a quote from Canopy and is authorised to spend upto £500 on the removal of the dead Willow Tree on the Bowling Green. The clerk is to write to the Weston Clerk to request half payment.	<p>SG</p> <p>SB</p>
122/2017-18	Health and Safety	The park equipment has been inspected twice in the past month with no visual health and safety issues. The defibrillator / cabinet has been checked and Cllr Longley submitted the results to community heartbeat.	

123/2017-18	<b>Report from the Playing Fields Advisory Group</b>	Cllr Graham presented the report and it was RESOLVED that the Cllr Selby would join the existing group of Cllrs Cope, Graham and Toon to create a recommendation plan and costings based on the excellent report and look at potential bids to assist with costs. It was also RESOLVED that Cllr Toon would attend relevant H&S courses and insurance himself to enable him to assist with the tree maintenance.	<b>SG / CT / HC / MS</b>
124/2017-18	<b>Autumn Floral Decorations</b>	It was RESOLVED that the Parish Council would form a working party to plant the Autumn Floral boxes themselves. The clerk is to ask DALC to forward an email to all Parish Council Clerks asking for recommendations for the Summer Flowers Cllr Wheeler to ensure that the WI, Aston and Weston Bowls Club and the Golf Society are thanked for their donations in the next issue of the Acorn	<b>SB  HW</b>
125/2017-18	<b>Cuttle Bridge</b>	Aston Parish Council would like to thank County Cllr Atkin for his work concerning Cuttle Bridge and wish him success in achieving a resolution	
126/2017-18	<b>Planning Applications and Decision</b>	9/2017/0734 – Pruning of 4 Yew Trees at 17 Aston Hall Drive – the PC agree subject to a contractor being used Street Naming and numbering for land off Woodgate Drive, Chellaston – the PC have no objections	<b>SB</b>
127/2017-18	<b>Reports from Outside Bodies</b>	Cllr Alberts – Alms House had their annual inspection, all acceptable. Cllr Alberts asked Cllr Graham to view the trees on the land to advise if its acceptable to cut one down as it is encroaching on the house. Cllr Graham requested that the agenda for the Gravel committee is forwarded to him when received by the clerk. Aston on Trent Primary School have awarded the contract to build the new classroom	<b>SG  SB</b>
128/2017-18	<b>Finance – Schedule A &amp; B</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 that in future the schedules would show NET, VAT and GROSS amounts in future. <b>POST MEETING: The clerk corrected an error on the Plantscape Credit note prior to payment amount should have been -120, this was corrected prior to payment and the finance schedule below reflects the corrected amount. This was agreed with Cllr Hicklin</b>	<b>SB</b>
129/2017-18	<b>Date, time of the next meeting, Agenda items to be listed</b>	The next meeting will be held on Tuesday 19 September at an earlier start time of <b>7pm to allow PCC Dhindsa 30 minutes presentation / Q&amp;A's</b> <b>The clerk is to send the agenda, minutes, correspondence and finance schedules on one email to the PC on the day before each council meeting</b>	<b>SB</b>
		<b>Part 2 – Exempt Items</b> 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>	
		<b>No Exempt Items</b>	

# Finance Schedule for Aston on Trent Parish Council Meeting 8 August 2017

## Schedule A: Expenditure for Approval

Date	Payee	Details	Cheque Nu	VAT	Total to Pay	Subtotal >1 payments
27/07/2017	Catherine Alberts	Flowers for Well Dressing Display	2942		£ 14.97	
06/08/2017	David Corden	July Wages	bags		£ 195.00	
22/07/2017	Glasdon	Invoice 733497 Froggo Bin spare bin door and key		£ 21.03	£ 126.20	
06/08/2017	HRMC	Tax and NI for July 2017 Wages			£ 140.40	
06/08/2017	June Smedley	July Wages			£ 42.10	
20/07/2017	Plantscape Ltd	Invoice 104335 Floral Display		£ 300.00	£ 1,800.00	
31/07/2017	Plantscape Ltd	Credit Note 104055 relating to Invoice 104335		-£ 20.00	-£ 120.00	1680.00
06/08/2017	Sheena Butcher	July Wages			£ 453.70	
06/08/2017	Sheena Butcher	Home Office July			£ 28.80	482.50
24/07/2017	Trevor Marks Gardening Service	Invoice 0522 Cut back of footpaths 14 and 15			£ 220.00	

**Total:** £ 2,901.17

## Schedule B: Income since last meeting

**Bank balance 06/8/17**

£ 63,989.19

**Including income of:**

Golf Society

Floral Decoration Donation

£ 30.00

**Burial Income to date:**

£ 2,140.00

**Less Payments above:**

£ 2,901.17

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

**Balance**

£ 61,088.02

**Cheques Signed By:**

1.

Ensure chq stubs and invoices are signed

2.

## Correspondence Schedule for Aston Parish Council Meeting 8 August 2017

### Schedule A – Information only

Item	Detail	Action taken
1	Complaint about the grass surrounding the trees in the Cemetery	Replied that the grass is part of the natural habitat now that the trees are established
2	SLCC Bulletin	Fwd. to PC via email
3	Parish Liaison meeting	Cllrs Graham and Selby to attend
4	Land Registry confirmation of change of address for service	Filed document
5	Request regarding Aston on Trent Allotments	Replied that the PC don't manage any allotments and provided advice
6	Request to cut back access to the footpath after the A50 bridge for a rambling group walk on 8/8	Cllr Wheeler cut the area back
7	Richmond Home roof duct has been removed	Fwd. to PC via email
8	Archaeological survey for Crematorium land received	Fwd. to PC via email
9	Complaint regarding the siting of the health and safety notices from Redrow Homes	Fwd. to PC via email – signs have now been removed
10	Request to Wathalls to refurbish the Cemetery Noticeboard (originally sponsored by them)	Wathalls will refurbish in September (when their handyman is back at work)
11	Plantscape Complaint letter	Received £100 credit note for no maintenance in June

### Schedule B – Requiring Action

Item	Description	Action / Decision
1	DCCC B5010 speed limit traffic regulation order consultation letter	PC to consider and respond
2	SDDC Private Hire Leasing Policy	
3	DALC Training Courses on offer	Fwd. to PC to consider

The chairman thanked everyone for attending and the meeting was closed at 9.30pm. The next meeting will be TUESDAY 19 September 7.00pm

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