

Minutes of the Parish Council Annual and Monthly Meeting 8th May 2017

- 49/17 Election of the Chairperson for the year 2017/18 and the completion of the Declaration of Acceptance of Office**
- Cllr Jean Blackman was proposed by Cllr Horne and seconded by Cllr Coxon; all in favour and Cllr Blackman accepted her post and signed a Declaration of Acceptance of Office.
- 50/17 Election of the Vice Chairperson for the year 2017/18 and the completion of the Declaration of Acceptance of Office**
- Cllr Andrea Barnes was proposed by Cllr Horne and seconded by Cllr Coxon; all in favour and Cllr Barnes accepted her post and signed a Declaration of Acceptance of Office.
- At this juncture both Cllrs Coxon and Horne also signed a Declaration of Acceptance of Office to continue their roles as parish councillors.
- 51/17 Election of Committees and Representatives to other Bodies for the year 2017/18:**
- a) Walton on Trent Parish Council Committees:
- Village Hall – Cllr Horne to be Chair, Cllr Blackman.
- b) Council representative on outside bodies:
- Drakelow Park Liaison Group – Cllr Barnes
 - Linton Area Meeting (SDDC) – Cllr Horne
 - Bedford Trust – Cllr Blackman and Cllr Barnes
- 52/17 To confirm the minutes of the Walton on Trent Parish Council monthly meeting held on Monday 10th April 2017.**
- Resolved:** the minutes of the meeting on 10th April were approved by all and signed by the Chair.
- 53/17 To receive apologies for absence**
- None received although Cllr Green was not in attendance.
- 54/17 Declaration of Member's Interests**
- Nothing to report.
- 55/17 Chairperson Report for 2016/17**
- Cllr Blackman reviewed the previous year in her role as Chairperson:
- There have been lots of changes. Justina has left us after over 3 years as our Clerk and we thank her for all her work during that time. We now have Paul in place and look forward to working with him and the experience he brings from his work in local government.
- Marie left her roles as cleaner and lengthsman, which were subsequently replaced with separate appointments. Cllr Timms tendered his resignation, with effect from the beginning of May, and he will be very much missed.
- The production of the newsletter by Cllr Green has been interesting and varied and all feedback received has been positive. The updated Village Directory, which was distributed with the newsletter, has been useful in helping residents to access information on what goes on in the village.

The Parish Council continues to be represented on various bodies, including the Drakelow Park Liaison Group, Local Area Meeting and Bedford Trust and I thank the councillors who have taken the time to represent us.

There is still no news on the proposed Walton Bridge, but we will pass on information, as and when we receive it.

Tenders have been invited to improve the fabric of the Village Hall and hopefully roof work will take place soon; funded by the Parish Council, through earmarked monies, and also by South Derbyshire District Council. The Village Hall Committee is also working hard towards establishing an independent body. A constitution has been drawn up and we hope to create a charity to look after the hall; we are currently awaiting advice from South Derbyshire CVS on how to progress these plans.

There has been an increase in people willing to serve on the Village Hall Committee, which is excellent, and should provide sufficient bodies for when the charity status is achieved.

We have held a number of successful events, including quizzes, the Beer Festival in June and Murder Mystery Night in the autumn; all of which ran at a profit. Thanks go to all involved, especially Cllr Horne, for their involvement over the last year.

Finally, it is encouraging that there has been some interest in the vacant positions on the Parish Council and the filling of these roles will help to share out the work of the Council. Cllr Coxon expressed his thanks for all the Chair's hard work over the last year.

56/17 Public Speaking

- a) Concerns were raised in regard to footway parking on Coton Road, at the top of Harbin Road and also at the top of Bells End Road, as well as outside Trent House, which was forcing pedestrians into the carriageway on occasion. It was suggested that these issues, along with supporting photographs, be reported to PCSO McMillan as the Police have powers to take action in regard to dangerous and obstructive parking.

Reports were received in regard to errant HGV's in the village, one of which has caused damage on Bells End Road. The Clerk explained that there was a useful form on the Trading Standards page on the County Council's website, where residents can report any vehicles they suspect to be in breach of the weight restriction online. **Action:** Clerk to post an article on the website, including a link to the relevant page on the County Council's website.

- b) No Police, District or County Councillors were in attendance. PCSO McMillan had circulated the April 2017 Crime Report prior to the meeting.
- c) Cllr Coxon reported street lights out on Orchard Close and Bells End Road, which had been reported some time ago to the County Council, but as yet had not been repaired. The light on Orchard Close is outside No.9 with no serial number; a further light is out on Bells End Road (column no. 11283). **Action:** Clerk to follow up with the County Council.

57/17 Report of the Parish Clerk

- a) Suspected abandoned vehicles – the registration numbers had been checked and both vehicles were taxed. As such, the District Council cannot treat them as abandoned. PCSO McMillan has advised that the location has been visited and, whilst the vehicles were not representing a danger or obstruction, the owner has been given advice. Damaged signal heads at Walton Bridge – no action taken as yet and Clerk has chased Staffs CC for an update. Cllr Blackman reported that the signals warning sign has also been damaged. Topsoil for village hall planters – the Lengthsman had obtained a quote for topsoil which was competitive. **Resolved:** Lengthsman be given permission to order topsoil as required. Vegetation at the Rectory – concerns had been reported that brambles and nettles were already encroaching onto the footway from the grounds of the rectory. This is likely to worsen as the season progresses. **Action:** Clerk to contact Reverend to request that vegetation is cut back.

Community defibrillator – a parishioner with medical experience had been in contact to offer help and advice in regard to the purchase of a defibrillator. This was already on the Parish Council's agenda and, although not in the current budget, it would be useful to establish some general costs. **Action:** Clerk to make some preliminary investigations to establish costs of purchasing defibrillator.

It was noted that a replacement noticeboard was still required for Harbin Road. Clerk advised that Justina had been looking into the matter prior to leaving but had not had opportunity to place an order. **Action:** Clerk to further investigate noticeboard replacement.

- b) Update on the vacancy for parish councillor – a notice for the vacancy is currently being advertised, as required by the District Council. If, after the advertisement period, there has been insufficient representation from parishioners requesting an election, the Parish Council will be able to co-opt a councillor to replace Cllr Timms.
- c) Clerk hours – Clerk reported that, as a result of work required to arrange the audit and resolve some issues with the end of year accounts, he was currently working well over his contracted hours. It was requested that he be given permission to work 5-6 hours per week over the next month, to help recover some of the additional hours he had accrued. **Resolved:** Councillors unanimously agreed to allow Clerk to work additional hours for the following month to recover the extra hours worked.
- d) SDDC Civic Council Meeting for inauguration of new Chairman – an invite had been received for a parish councillor to attend this event but this was declined.

58/17 Newsletter

Cllr Green was not in attendance

59/17 Planning

Planning matters for decision

9/2017/0274	12 ROSLISTON ROAD WALTON ON TRENT SWADLINCOTE DERBYSHIRE	DE12 8NQ	THE CREATION OF A VEHICULAR ACCESS AND THE ERECTION OF A REAR EXTENSION AT	12-Apr-17
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No objections submitted.

Planning matters for information

Nothing to report.

60/17 Committee Reports

Village Hall

- a) Minutes of meetings to be agreed and signed – Cllr Horne presented the signed minutes of the March meeting. Three companies had been approached in regard to the scaffolding works but Cllr Horne has not had any responses as yet. The BBQ & Beer Festival takes place next month, Sat 17 June, between 1-8pm. **ACTION:** Clerk to place advert on the Parish Council website.
- b) Maintenance issues to report – there was nothing to report.

61/17 Reports from Councillors that have attended any other meetings

Cllr Horne had attended the recent Barton Quarry Liaison Meeting and raised the issue of noise pollution on Main Street. They have suggested that times and dates when noise is a problem be reported to them for further investigation. Cllr Horne also reported that work is in hand to build up the river bank that had given way.

Cllr Horne will be attending a liaison meeting for Tucklesholme Quarry next week; Cllr Blackman asked that she raise the question about lowering of land and landscaping alongside the bailey bridge and whether this will result in a public footpath diversion.

62/17 Finance

a) Items for Payment – Payee	Description	Amount	Amount
South Derbyshire CVS	P Jameson	£239.20	
	Lengthsman	£236.17	
	Admin charges	£12.00	
	Annual Admin Fee	£35.00	£522.37
Clerk expenses	Home working – April	£18.00	
	Travel	£16.20	£34.20
The Foresters Scout Group	Donation re boiler and tables		£350.00
Zurich	Village Hall insurance		£733.91
B Wood	Internal audit		£75.00
GJM Lawncare	Public footpath strimming		£150.00
B Newman	VH planter materials		£72.52

The clerk reported that the donation to the Foresters Scout Group had been approved at the February 2017 meeting but the cheque had not been presented to the March or April meeting for signing. The amount however has been deducted from the 2016/17 budget.

Income

Village Hall for April - £206.25

All items were noted and accepted by Councillors.

b) To approve the annual governance statement for the year ending 31/03/17

c) To approve the internal audited accounts for the year ending 31/03/2017

The Clerk read out Section 1 of the Annual Return and each 9 sections were agreed by each councillor and signed by the Chair. There were no recommendations from the Internal Audit report, however, the audit had revealed a £179 surplus and the bank reconciliation could therefore not be balanced. The clerk advised that he would be meeting again with the auditor towards the end of the month to try and identify where the discrepancy lies. This would mean that the bank reconciliation for the year ending would have to be brought to the next meeting of the Parish Council and, as such, he would need to request an extension to the deadline for submission to the external auditors. The Annual Report was approved. **Resolved:** Clerk to meet with internal auditor in regard to the bank reconciliation and request an extension from external auditors.

d) To approve the financial regulations for the forthcoming year

The Clerk explained that the financial regulations needed to be updated but all councillors agreed to continue with the existing regulations on the proviso that they be updated and submitted to council as soon as practicable. The existing Standing Orders were also approved by all councillors. **Resolved:** Clerk to update financial regulations and resubmit to council.

63/17

Items for information

- SDCVS e-bulletins
- SDDC press releases
- DALC circular 05/2017 and 06/2017
- DALC Spring Seminar
- Rural Services Network bulletins
- Latest news from ICO
- Derbyshire Alerts – circulated by Cllr Horne

64/17

Dates of the next meeting

The date of the next Walton on Trent Parish Council Meeting was confirmed as Monday 12th June 21017 at Walton on Trent

Village Hall.