

Minutes of the Parish Council Monthly Meeting 17th September 2018

87/18 To receive apologies for absence.

No Apologies received

88/18 Co-option of a new Parish Councillor – 1 vacancy

There has been no response regarding the Parish Councillor vacancy, it was agreed to be advertised in the Parish newsletter and also Walton school newsletter and that the vacancy needs to be filled by May 2019.

Action: Cllr Barnes to produce an article, Cllr Forrest to include the article in the newsletter, Clerk to contact Walton school.

89/18 Declaration of Members Interests

Cllr Blackman declared a personal interest in agenda item 87/18 and proposed to remain in the meeting.

90/18 Public Speaking

- a) Concerns were raised by residents and Councillors that there is currently no active County Councillor representing the Parish due to Cllr Murray's reduced working days. Cllr Murray has responded to the Clerk stating he will not be working Friday's or Monday's but to contact him by email or telephone with any issues, the query regarding an alternative representative at the Parish meetings was not responded to. **Action:** Clerk to email Cllr Murray requesting an update on outstanding issues and also to enquire with DALC how the Parish Council escalate ongoing issues that are not being actioned or resolved.

The ongoing issue regarding large vehicles attempting to cross the bailey bridge was discussed, Cllr Blackman read out the email correspondence from SDCC and the PCC. It was agreed that following the signage being placed in Walton this issue had improved, but not on the Staffordshire side of the bridge. It was discussed that the Quarry could offer support with signage and contractor training to educate the drivers when in the area. **Action:** Clerk to email the Quarry to request their support in further educating the staff and contractors, also to enquire if they would be willing to install signage at the Quarry entrance. Clerk is to email Staffordshire Council to appeal against extra signage being refused, following how successful the Walton signs have been.

- b) The Police were not in attendance but a crime report for July and August had been circulated prior to the meeting and this was acknowledged during the meeting.
- c) Nothing to report.

91/18 To confirm the minutes of the Walton on Trent Parish Council annual and monthly meeting held on Monday 9th July 2018

The draft minutes were proposed for approval by Cllr Horne and seconded by Cllr Forrest. All councillors were in agreement. **Resolved:** Councillors resolved to approve the minutes. The Chair signed and dated each page and passed to the Clerk.

92/18 Report of the Parish Clerk

- a) Hedges, paths other issues to report: The clerk confirmed that two further reports had been raised regarding the lime trees on Main Street. Cllr Horne confirmed that following a conversation with the Council they had no record of these reports been made. A resident reported a tree was blocking the footpath in the pathway off Bells End Road. The Clerk reported that there had been no response regarding the cleaning of the bridge. **Action:** Clerk to follow up the reports and escalate the issue to Cllr Murray and make a further report to clear the footpath. Clerk to follow up the cleaning of the bridge.

Cllr Coxon and the Clerk confirmed that the grit bin had been delivered at Orchard Close, it is of green colour to highlight that it is the Parish Councils responsibility.

Cllr Lloyd reported that the gate to the footpath on Main Street was damaged and possibly rotten, therefore it may need replacing. **Action:** Clerk to email the footpaths officer to confirm who is responsible for the gate. Also, to confirm who is the county councillor responsible for highways within the Parish.

The Clerk confirmed with the Councillors that the event posters had been removed from the bridge.

The Clerk informed the Councillors that there had only been one complaint following the Bloodstock event at Catton Hall.

It was agreed that the Parish will not be taking part in the DCC Snow Warden scheme.

- b) The Clerk confirmed that the change of name on the Parish bank account is now up to date, however the contact address is still to be updated. The following issues were discussed and agreed by all Councillors, all Councillors are to become signatories on the account and the relevant paperwork was signed. A debit card and digital banking will be beneficial to the Parish and this is to be applied for, relevant paperwork was signed. A business amazon account was agreed, this is to be applied for. The auditors have requested further information regarding the AGAR report. **Action:** Clerk to complete all relevant paperwork and applications for the bank account and Amazon, also to follow up the change of address on the account. Clerk to look in to the AGAR query and confirm details with the auditors.

It was confirmed that the Parish Council PO Box address is now active and that the Clerk had also informed the local postal workers of this amendment.

- c) The Clerk informed the Councillors of the updates that had been made to the Parish website, the outstanding updates to be made are that of the Councillors photographs and contact details. **Action:** All councillors are to email the Clerk with up to date photos and details where necessary, these will then be uploaded on to the website.
- d) Cllrs agreed in favour for the new Clerk to complete DALC and GDPR training, the website training is to be deferred for later review. **Action:** Clerk to arrange the training sessions.

93/18 General Data Protection Regulations (GDPR)

- a) The Clerk advised that there is no further update regarding this, the work will be continued to complete a Subject Access Request Procedure (SAR) for adoption at a future meeting.

94/18 Newsletter – Councillor Forrest

It was agreed in favour that an advert would be included for the Parish Councillor vacancy and details for the upcoming WW1 exhibition, cricket club AGM and the quiz night would be advertised. Also, for all Councillors to send recent photographs of themselves to be used in the next issue. **Action:** Cllr Forrest to request input from Cllrs for the next issue, all councillors are to forward photographs on to the Clerk. Clerk is to provide a personal introduction to the community and also upload the newsletter articles on to the website.

95/18 Re-wiring of the village hall.

It was discussed and agreed in favour that Mike Duggan would be carrying out the work on the re-wire for the village hall. Cllr Horne confirmed that the boiler service is due on the 24th September **Action:** Cllr Horne to oversee this project. Clerk to confirm if Mike is VAT registered. Clerk is to research getting a new set of keys cut for the village hall.

96/18 Amy Wheelton – emails received

The areas of concern were discussed and agreed in favour that the Parish Council would publish an article for the newsletter and the website to educate the local residents regarding the importance and legality of abiding by footpath regulations whilst walking in the local area, both with and without dogs. The article will also disclose the accurate location of the footpaths to ensure the public are aware of this. **Action:** Clerk to respond to Amy's email and to produce a draft article. Clerk to contact the footpaths officer to gain further information on the local area and to request their attendance to a Parish meeting to assist in resolving these issues.

97/18 Land at the rear of the village hall

It was confirmed by the Clerk that the Council will be offering this land to neighbouring properties on a leased basis for the use of garden land only.

98/18 Planning

Planning matters for decision

9/2018/0599	Barr Hall Farm, Drakelow Road	DE12 8NB	The felling and pruning of trees at
9/2018/0877	Hillcroft, Coton Road		The felling and pruning of trees at
9/2018/0945	Stables Barn, Hall Farm, Drakelow Road		The crown reduction of lime trees
9/2018/0611	16 The Beeches, Station Lane	DE12 8NA	The crown reduction of a beech tree covered by Tree Preservation Order No. 286 at
9/2018/0636	9 Standing Butts Close	DE12 8NJ	The erection of extensions and alterations including formation of first floor accommodation in roof space at
9/2018/0595	Twin Oaks, Coton Road	DE12 8LP	The erection of an extension at

No objections were submitted.

99/18 Committee Reports

a) Village Hall

- Minutes of meetings – July and August minutes to be agreed and signed. Cllr Horne had previously circulated the minutes of the meeting and passed signed copies to the Clerk. **Action:** Clerk is to read the meters in October

100/18 Reports from Councillors that have attended any other meetings.

None to report.

101/18 Finance**a) Items for Payment –**

Payee	Description	Amount		
South Derbyshire CVS	P Jameson	July	£338.45	
	K Maughan	July	£369.72	
	Lengthsman	July	£142.91	
	Payroll liabilities	July	£120.40	
	Admin charges	July	£18.00	
	K Maughan	August	£369.72	
	Lengthsman	August	£142.91	
	Payroll liabilities	August	£35.80	
	Admin Charges	August	£12.00	July
			August	£560.43

Clerk	Expenses			
	Homeworking – July/August		£36.00	
	Stationary		£16.45	
	Postage		£12.08	
	Mobile top up		£10.00	
	Travel		£11.25	

M Blackman	PO box for Parish correspondence	£330.00	
M Blackman	Display boards for Village Hall	£84.00	
M Blackman	Parish printer	£89.99	
British Gas	Gas	£268.32	
	Electric	£172.94	
Waterplus Ltd	Water services	£233.56	
J Harrison	Village Hall cleaning	£280.00	
GJM Lawn	Gardening services	£30.00	
SDDC	Big Fun Friday	£500.00	

b) Income –

VH takings for July - £332.50

VH takings for August - £287.50 + £40.00 afternoon tea

All items were noted and accepted by councillors.

c) To approve the bank reconciliation

The bank reconciliation was not able to be completed due to the new Clerk not being a signatory on the account and has not yet received the bank statements.

102/18 Items for Information

Items received:

- Rural Services Network bulletins
- Rural Action Derbyshire updates
- Derbyshire Alerts – sent from Cllr Horne
- South Derbyshire CVS bulletins
- Burton Gateways Project Update
- Police Crime Report – July and August 2018
- DALC Circular 10/18 and 11/18 and 12/18

103/18 Date of the next meeting

The date of the next Walton on Trent Parish Council monthly meeting is confirmed as Monday 8th October 2018 at Walton on Trent Village Hall commencing at 7.00pm.

104/18 Resolution under the Public Bodies (admission to meetings) Act 1960 to exclude members of the public.

The correspondence from Amy Wheelton and Ollie at Catton Hall were discussed. **Action:** The clerk is to email both parties to explain the outcome

The Clerks duties were discussed, it was agreed that the Clerk is to do walk rounds the village to oversee the work that is being completed by the Lengthsman and also to record and report any issues that may need addressing. It was requested that the Clerk brings the projector to all future meetings to display the agenda and any relating documents.

Bill Newman's sick leave was discussed, it was confirmed that Bill will be off work for 6 weeks and that he will receive 2 weeks full pay and 2 weeks half pay if required. The Clerk will continue to keep in regular contact with Bill regarding welfare checks and offering assistance where required. It was also mentioned that Bill requires the use of the projector on the 1st November.