

ASTON-CUM-AUGHTON PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON
TUESDAY 5 APRIL 2022 IN THE
PARISH HALL ROSEGARTH AVENUE AT 6.30 PM**

PRESENT Cllr L Pitchley (Chairperson)
Cllrs P Amrith B A Bartholomew G B Davis, P Davis, M Elliott
S Forster D H Gee J Peech H Ratcliffe S Smith R Taylor

K A Butler (Clerk) M Haigh (Senior Admin Officer)

IN ATTENDANCE 5 Members of the Public

22/61 APOLOGIES AND REASONS FOR ABSENCE

It was **RESOLVED** that apologies and reasons for absence from Cllrs G Clough and D A Knowles be accepted.

22/62 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Chairperson be authorised to sign the minutes of the Ordinary Parish Council meeting held on 8 March 2022 as being a true record of the business transacted.

22/63 DECLARATIONS OF INTEREST

Cllr G Davis declared an interest in respect of Agenda item number 14.1.

22/64 CONSIDERATION OF ITEMS FOLLOWING THE EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC

No Items.

PUBLIC PARTICIPATION

Members of the public raised the following items:-

- What period of notice is required before the Annual Parish Meeting? The Clerk advised that 3 clear working days are required for the Annual Meeting and 10 working days for the Annual Parish Meeting.
- Can anything be done at the William Layne Reading Room to remove the metal post that remains in the ground and make the space available for extra parking for disabled users? The Clerk agreed that this was something she would look into.

END OF PUBLIC PARTICIPATION

22/65 ONGOING ISSUES

- The Clerk advised members that one school had been in touch to indicate their interest in putting forward designs for the proposed Memorial Garden at Burgoyne Park. The closing date for schools to submit submissions will be 12 May 2022, these will be brought back to a future meeting of the Parish Council.

- The floodlights at Burgoyne Park are now fully operational.
- The Clerk has contacted RMBC to request a traffic count of HGV's travelling through the parish. She would also like to ask them if there are any weight restrictions on any of the roads through the village and if not, why not?

Following discussion it was agreed that the Clerk contact RMBC to find out if there are any restrictions and report back at the next meeting.

22/66 PARISH COUNCIL RISK ASSESSMENT - FINANCE

The Clerk presented a report outlining the Parish Council's current Financial Risk Assessment.

The information identified any possible risks and recommended any necessary remedial action required.

Following discussion it was **RESOLVED** that the review of the Council's Risk Assessment/Management be formally accepted and approved.

22/67 PARISH COUNCIL STATEMENT OF INTERNAL CONTROL

The Clerk presented the Parish Council's Statement on Internal Control and Review of Effectiveness for 2021/22.

The information identified the internal control measures in place and the Internal Audit Process going forward.

Following discussion it was **RESOLVED** that the Parish Council's Statement of Internal Control be formally accepted and approved.

22/68 PARISH COUNCIL ASSET REGISTER

The Clerk presented the Parish Council's Asset Register.

The information identified is submitted to the Internal Auditor and the figures are within the accounting statement of the External Audit.

Following discussion it was **RESOLVED** that the details of the Parish Council's Asset Register be noted.

22/69 PARISH COUNCIL EARMARKED RESERVES

The Clerk tabled a report distinguishing between general and earmarked reserves.

Following discussion it was **RESOLVED** that the Parish Council establish Earmarked Reserves as presented and hold the remaining balance for General Reserves for any unforeseen costs.

22/70 LITTER ISSUES AROUND THE PARISH

The issue of litter had been raised at the last Parish Council Meeting to be included as a full Agenda item at a future meeting.

Following discussion, it was agreed that the Clerk writes to schools and businesses within the parish focussing on the 'Keep Aston-cum-Aughton Tidy' message and deterring individuals from dropping litter. She would create a poster to be put out on social media to hopefully grab the attention of the younger members of the parish and arrange a full 'Parish Clean Up' date sometime in the future. The issue will be discussed further at the next General Purpose Committee Meeting.

22/71 LAMP POST POPPIES FOR REMEMBRANCE

The Clerk asked members whether they would like her to look into purchasing lamp post poppies to fasten onto the lighting columns around the parish during the period of Remembrance in 2022.

Following consideration it was agreed that this was something the Parish Council would like to pursue.

22/72 PARISH COUNCIL INSTAGRAM ACCOUNT

A recommendation from the YLCA conference last month had been to establish a Parish Council Instagram account to engage with the younger generation.

It was **RESOLVED** that the Clerk set up a Council Instagram page.

22/73 MEMBER FEEDBACK FROM THE YLCA CONFERENCE

Members who had attended the conference gave their feedback from the different sessions they had attended.

Following discussion it was agreed that the conference is highly beneficial to members and that the next conference is to take place in York rather than as an online event. The Clerk thanked members for their attendance at this year's conference.

22/74 ITEMS REQUESTED BY COUNCILLORS

- Cllr Bartholomew reported that she had received many complaints from parishioners concerning the poor service provided by Swallownest Health Centre and was asked why one-to-one appointments are still not being offered to parishioners.

Following discussion, it was agreed that the Clerk writes a letter on behalf of the Parish Council registering parishioners' complaints and concerns. Cllr G B Davis also offered to make representations on behalf of the Parish Council as a member of the Patient Participation Group for this area.

- Cllr Elliott informed members of a conversation that he had had with a parishioner who is concerned that the area of Swallownest is in danger of losing its identity. The Clerk agreed to contact RMBC on behalf of the Parish Council to request some signage put in place and to find out the exact boundaries for the areas of Aughton, Swallownest & Aston.

22/75 POLICING INFORMATION/REPORTS

There were no Police Officers present however the Clerk had received the following update:-

- Community Speed Watch has been conducted over the past month concentrating on Mansfield Road as well as on Aston and Aughton Road; no vehicles identified to be over the speed limit.

A Community Speed Watch meeting with the PCSO's lead will take place at the Central Methodist Church on Lodge Lane tomorrow, 6 April, at 10.30 am. Any new members who wish to be involved are invited to attend.

- Continued support at Aston Springwood Academy for the Mini-Police programme. This week's subject matter will be anti-social behaviour and the PCSO's will be available to offer education and support in this area.
- There has been an increase in burglaries around the parish. Euro Locks are advised and if anyone would like any crime prevention advice the PCSO's are happy to carry out home visits.
- A Drop-in Session will take place at Aston Parish Hall between 11.30 am and 12.30 pm on Thursday, 7 April 2022 and monthly thereafter. All parishioners are welcome to attend these sessions.
- A possible Crime Prevention Event may take place in the Parish Hall car park following the Ward/Cap meeting on Thursday, 14 April 2022, weather permitting.

Following consideration, it was **RESOLVED** that the update be noted.

22/76 PLANNING APPLICATIONS

Consideration was given to planning applications contained within **lists 11 – 14 (2021/22)**.

At the time there were no comments to record on the applications listed.

22/77 PAYMENT OF ACCOUNTS

It was **RESOLVED** that the accounts at Appendix I amounting to £65,773.36 be approved.

22/78 CLERK UPDATE

The Clerk updated the meeting as follows:-

- Further to her recent meeting with RMBC drainage she has been informed that the issue with the footpath at the side of Aughton Early Years is from a natural spring. The recommendation is for a trench to be dug alongside the school fencing. She will check prices for carrying out this work and report back at the next Parish Council meeting. She will keep Aughton Early Years updated of actions to be taken.
- Lodge Lane Recreation Ground has been closed due to vandalism. RMBC Grounds Maintenance team are going to help the attendants remove the broken equipment so that the play area can re-open for the Easter period.
- Refurbishment work in the Parish Hall will be finished in the next couple of weeks allowing attendants to concentrate on outside duties during the summer months.
- Year end closedown is scheduled for 26 April 2022; the interim auditor is booked to come in on 28 April 2022.
- The Clerk will be on annual leave from Friday, 8 April until after the Easter shutdown. It has now been a year since she joined Aston Parish Council.
- The Easter Disco is due to take place on Thursday, 14 April, from 2.00 – 4.00 pm. Anyone who is able to assist please come along.

22/79 FUTURE AGENDA ITEMS

The Clerk requested that any suggestions for future Agenda items be received in the Parish Council office no later than Monday, 2 May 2022.

22/80 DATE OF NEXT MEETING

It was **RESOLVED** that the Annual Parish Meeting be held on Tuesday, 10 May 2022 from 6.00 pm and the Ordinary Meeting at 6.45pm.

MEETING CLOSED AT 7.20 PM

L Pitchley

10 May 2022

SIGNED DATED