

**ASTON-CUM-AUGHTON PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON**  
**TUESDAY 18 APRIL 2023 IN THE**  
**PARISH HALL ROSEGARTH AVENUE AT 6.30 PM**

**PRESENT** Cllr L Pitchley (Chairperson)  
Cllrs P Amrith G B Davis P Davis M Elliott S Forster  
D H Gee D A Knowles H Ratcliffe S Smith  
  
K A Butler (Clerk) M Haigh (Assistant Clerk)

**IN ATTENDANCE** 5 Members of the Public

**23/65 APOLOGIES AND REASONS FOR ABSENCE**

It was **RESOLVED** that apologies and reasons for absence from  
Cllrs B A Bartholomew J Peech and R Taylor be accepted.

**23/66 MINUTES OF THE PREVIOUS ORDINARY MEETING**

It was **RESOLVED** that the Chairperson be authorised to sign the minutes  
of the Ordinary Parish Council meeting held on 14 March 2023 as being a  
true record of the business transacted.

**23/67 DECLARATIONS OF INTEREST**

Cllrs G Davis P Davis and M Elliott declared an interest in respect of Agenda  
item number 5.2.

**23/68 CONSIDERATION OF ITEMS FOLLOWING THE EXCLUSION OF**  
**MEMBERS OF THE PRESS AND PUBLIC**

No items.

**PUBLIC PARTICIPATION**

The problem of litter adjacent to the shops on Holderness Drive was raised by a  
member of the public. The Clerk advised that she has emailed the Head of Service  
about the issue and is awaiting a response. If she does not hear anything in the next  
10 days she will contact Environmental Health for them to investigate.

A parishioner highlighted the dangerous parking at the top of Fence Hill heading  
towards Woodhouse. Cllr Pitchley informed him that this was a matter for the police  
to resolve.

**END OF PUBLIC PARTICIPATION**

## 23/69 ONGOING ISSUES

- The Clerk advised members that proposed start dates for commencement of works at Burgoyne Park are:-

**Multi-Use Games Area (MUGA)** – 1 June 2023 (finishing in time for the 6-week school holidays)

**Skate Park** – 17 July 2023 (finishing towards the end of September).

- The Clerk also presented a report on works carried out by RMBC last season at Swallownest Bowling Club. She advised that she had been informed that they would have been able to treat the worm infestation if they had been advised of the problem.

Following discussion it was **RESOLVED** that a payment of £480.00 be paid to the Bowling Club towards the works already undertaken, but that in future they should contact the parish council office prior to employing outside contractors.

- The Clerk has not had any response from RMBC in respect of the demise of Swallownest Community Centre. Cllr Knowles confirmed that he has also tried to make contact but to no avail.

It was agreed that the Clerk escalate her endeavours and contact the Head of Service at RMBC Estates.

## 23/70 FINANCE REPORTS AND ACCOUNTS

- The Clerk presented a paper detailing the Bank – Cash and Investment Reconciliation as at 31 March 2023. Following consideration, it was agreed that the report be noted.
- It was **RESOLVED** that the accounts at Appendix I amounting to £93,799 be approved. Members were informed that RMBC are now requesting Grounds Maintenance charges be paid upfront; this should not present any problems as we are in a 3 year contract with them and have been advised that if we have any cause for dissatisfaction with their services they will address any issues and deal appropriately.
- The Clerk presented a report detailing payments she has made in March/April 2023 on behalf of the Parish Council. Following consideration it was agreed that the Clerk should be reimbursed as per the list submitted to members.

## 23/71 SWALLOWNEST PRE-SCHOOL

The Clerk reported a request from Swallownest Pre-School to provide funding for 3 child places for the period April 2023 to March 2024.

Following discussion it was **RESOLVED** that the parish council contribute £2,500.00 towards the places but that any applications in the future will need to be submitted prior to the budgeting process having taken place.

**23/72 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.

**23/73 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.

**23/74 PARISH COUNCIL STANDING ORDERS**

The Clerk asked that confirmation be given to the Parish Council's Standing Orders.

Following consideration it was **RESOLVED** that the Parish Council's Standing Orders be formally accepted and approved.

**23/75 PARISH COUNCIL STATEMENT OF INTERNAL CONTROL**

The Clerk presented the Parish Council's Statement on Internal Control and Review of Effectiveness for 2022/23.

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.

**23/76 PARISH COUNCIL FINANCIAL REGULATIONS**

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

Following consideration it was **RESOLVED** that the report be formally accepted and approved.

**23/77 PARISH COUNCIL EARMARKED & GENERAL RESERVES**

The Clerk tabled reports distinguishing between general and earmarked reserves.

Following discussion it was **RESOLVED** that the Parish Council establish Earmarked & General Reserves as presented.

**23/78 PARISH COUNCIL ACTION PLAN 2021 - 2023**

The Clerk presented the Parish Council Action Plan for 2021-2023 which highlighted the work completed to date and ongoing projects. She advised that a copy will also be posted on the Parish Council website for residents to view.

Following consideration Cllr Pitchley asked that thanks be conveyed to all concerned who have accomplished this work throughout the parish.

**23/79 NOTICEBOARD LOCATIONS**

The Clerk advised members where current noticeboards are located throughout the parish. She has contacted the RMBC land terrier to find out who owns the land opposite Oceans Fish Bar but has yet had no response.

Following discussion it was agreed that the Clerk investigate the feasibility of providing further noticeboards at other locations; namely the recreation and burial sites and possibly outside the Windy Ridge Centre. The matter will be discussed further at the next meeting of the Parish Council.

**23/80 PARISH COUNCIL VEHICLE**

The Clerk informed members that the parish council van requires major repair and that the costs involved signify that it will be more cost effective to purchase a new vehicle.

Following discussion it was **RESOLVED** that the Clerk be given delegated powers to purchase a suitable vehicle up to the value of £25,000. The replacement vehicle is required as a matter of urgency, however the Clerk will consider all options prior to making a purchase, i.e. electric or diesel. It was further agreed that the vehicle will be sign-written with the Parish Council logo when acquired.

**23/81 PEDESTRIAN CROSSING ON THE A57, NEAR ELMWOOD FARM PUBLIC HOUSE**

The Clerk advised members that RMBC have agreed in principle to install a pedestrian crossing on the A57, near to Elmwood Farm Public House.

Following discussion it was **RESOLVED** that this item be deferred to a future meeting of the Parish Council for further consideration. The Clerk will check where the boundary line ends and inform members of her findings.

**23/82     WILLIAM LAYNE READING ROOM**

The Clerk presented updated quotes for the render repairs required at the William Layne Reading Room.

Following consideration it was **RESOLVED** that Heritage Property Repairs be employed to carry out the work as soon as possible. The Clerk will update members of timescales when she has this information available.

**23/83     MATTERS REQUESTED BY COUNCILLORS**

Cllr Forster asked that consideration be given to the future use of Christchurch, Swallownest and the land alongside it now that the Lidl development has been withdrawn.

Following discussion it was agreed that the Clerk checks the Land Registry records to find out who owns the land and speak with RMBC Planning Department to see what their intentions are for the site. She will update members at the next Parish Council meeting.

**23/84     ASTON CEMETERY, PIPER LANE**

The Clerk reported correspondence received from parishioners complimenting the Parish Council on the work undertaken at Aston Cemetery.

Following consideration it was **RESOLVED** that the correspondence be noted and that the attendants be thanked for the work carried out.

**23/85     ANNUAL PARISH MEETING 2023**

A discussion took place about the date, time and format for this year's Annual Parish Meeting.

Following consideration it was **RESOLVED** that this year's meeting take place on a different day to the Annual Meeting and that parishioners be encouraged to attend to put forward their views for developing the parish over future years. The Clerk will contact members to find a suitable date.

**23/86     POLICING INFORMATION/REPORTS**

There were no police officers present and no reports received. The Clerk advised that she has emailed PCSO Sarah Kelk and requested a monthly Teams meeting with her in order to be updated on incidents around the parish. These meetings should hopefully commence prior to next month's meeting.

**23/87     PLANNING APPLICATIONS**

Consideration was given to planning applications contained within **lists 11 – 15 (2022/23)**.

At the time comments were made on the following application only:-

**RB2023/0472 – Application to vary conditions 2, 4, 7, 11, 15, 17 & 18 imposed by RB2019/0061 – Land at 91-95 Worksop Road, Aston**

The Clerk advised that she would request an extension to this Planning Application as the variations were not shown on the website. She will advise members of the variations when they have been submitted by the developer and discuss them further at the next Parish Council meeting.

**23/88 CLERK UPDATE**

The Clerk updated the meeting as follows:-

- The year-end has now been completed and is ready for submission to the internal and external auditors. She is also working on the charity account and hopes to have this completed in the next week or so.
- She has attended a meeting earlier today with SLCC members and an officer from SLCC who specialises in Planning. He has advised of proposed new planning reform being put in place by the Government which will put more onus onto parish councils due to the tighter deadlines they will need to meet. She will keep members informed.

**23/89 FUTURE AGENDA ITEMS**

The Clerk requested that any suggestions for future Agenda items be received in the Parish Council office no later than the Monday of the week prior to the next parish council meeting.

**23/90 DATE OF NEXT MEETING**

It was **RESOLVED** that the Annual Meeting of the Parish Council be held on Tuesday, 9 May 2023 at 6.30 pm.

**MEETING CLOSED AT 7.45 PM**

*M S Elliott*

**9 May 2023**

**SIGNED .....** **DATED .....**