

**ASTON-CUM-AUGHTON PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON**  
**TUESDAY 10 JUNE 2025 IN THE**  
**PARISH HALL ROSEGARTH AVENUE AT 6.30 PM**

**PRESENT** Cllr S Smith (Chairperson)  
Cllrs S Allen B Bartholomew G Davis P Davis M Elliott S Forster  
D Gee D Knowles W Mawson B Mears H Ratcliffe  
  
K A Butler (Clerk) M Haigh (Assistant Clerk)

**25/109 APOLOGIES AND REASONS FOR ABSENCE**

It was **RESOLVED** that apologies and reasons for absence from Cllrs P Amrith J Peech and R Taylor be accepted.

**25/110 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**25/111 CONSIDERATION OF ITEMS FOLLOWING THE EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC**

Agenda Item No 18.

**25/112 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**

It was **RESOLVED** that the Chairperson be authorised to sign the minutes of the Annual Parish Council meeting held on 13 May 2025 as being a true record of the business transacted.

**25/113 MINUTES OF THE EVENTS & RECREATION COMMITTEE**

It was **RESOLVED** that the minutes of the Events & Recreation Committee held on 28 April 2025 be received.

**25/114 MINUTES OF THE FINANCE & EMPLOYMENT COMMITTEE**

It was **RESOLVED** that the minutes of the Finance & Employment Committee held on 28 April 2025 be received.

**25/115 PARISH COUNCIL ASSET REGISTER**

The Clerk presented the Parish Council's Asset Register.

The Clerk advised that 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 approved.

**25/116 PROPOSED DATES FOR PUBLIC RIGHTS**

It was **RESOLVED** that the period from Wednesday, 11 June 2025 to Tuesday, 22 July 2025 be advertised to electors and interested persons wishing to exercise their rights relating to scrutiny of the Annual Accounts.

**25/117 PARISH COUNCIL INTERNAL AUDIT REPORT 2024/25**

The Clerk presented a report she has received from FH Accountancy Services examining the Parish Council's Accounts and Accounting processes for 2024/25.

Following consideration it was **RESOLVED** that the report of the Internal Auditor be noted/accepted.

**25/118 APPROVAL OF ANNUAL INTERNAL AUDIT REPORT 2024/25**

The Clerk asked that consideration be given to the approval of the Annual Internal Audit Report for 2024/25.

It was **RESOLVED** that the Parish Council's Annual Internal Audit Report for 2024/25 be formally approved and presented to the external auditor – PKF Littlejohn LLP.

**25/119 APPROVAL OF ANNUAL GOVERNANCE STATEMENT 2024/25  
(ANNUAL RETURN, SECTION 1)**

The Clerk asked that consideration be given to the approval of the Annual Governance Statement of the Annual Return (section 1).

It was **RESOLVED** that the Annual Governance Statement, section 1 of the Annual Return, be formally approved and appropriately signed for presentation to the external auditor – PKF Littlejohn LLP.

**25/120 APPROVAL OF ACCOUNTING STATEMENT 2024/25  
(ANNUAL RETURN, SECTION 2)**

The Clerk presented the Parish Council's Accounting Statements contained in the Annual Return (section 2).

Following discussion it was **RESOLVED** that the Accounting Statements for 2024/25, section 2 of the Annual Return, be formally approved and appropriately signed for presentation to the external auditor – PKF Littlejohn LLP.

**25/121 PARISH COUNCIL INSURANCE 2024/25**

The Clerk advised that the Parish Council Insurance for 2024/25 was £7,161.00.

#### **25/122 REGULAR PAYMENTS AND DIRECT DEBIT LIST**

The Clerk asked that confirmation be given to the Parish Council's Regular Payments and Direct Debit List.

Following consideration it was **RESOLVED** that the Parish Council's Regular Payments and Direct Debit List be formally accepted and approved.

#### **25/123 FINANCE REPORTS AND ACCOUNTS**

- The Clerk presented a paper detailing the Bank – Cash and Investment Reconciliation as at 31 May 2025. Following consideration it was agreed that the report be noted.
- It was **RESOLVED** that the accounts at Appendix I amounting to £93,108.53 be approved. Members asked the Clerk to invite a representative from Aughton Early Years Centre to attend the July meeting of the Parish Council to obtain further information on the Protected Places annual contribution.
- The Clerk presented a report detailing payments she has made on behalf of the Parish Council during the past month. Following consideration it was agreed that the Clerk should be reimbursed as per the list submitted to members.

#### **25/124 APPOINTMENT OF FH ACCOUNTANCY SERVICES 2025/26**

The appointment of FH Accountancy Services to carry out an interim and final internal audit on behalf of the Parish Council for 2025/26 had already been confirmed at the Annual Parish Council Meeting in May (*ref minute number 25/102*)

#### **25/125 PARISH COUNCIL INSURANCE 2025/26**

The Clerk informed members that she has checked the policy documents for 2025/26 and the new play equipment has been included. Payment has already been made to ensure continuity of cover.

#### **25/126 SECURITY AT LODGE LANE AND BURGOYNE PARK**

The Clerk advised of the need to employ someone to lock up Lodge Lane play area on weekday evenings and over the weekend. A security company currently carries out this procedure at Burgoyne Park.

Following discussion it was agreed that the Clerk be given delegated powers to advertise for a gatekeeper and carry out interviews as soon as possible. She will provide an update to members at the next Parish Council meeting.

**25/127 ROYAL BRITISH LEGION DONATION**

It was **RESOLVED** to donate £50.00 to the Royal British Legion for their attendance at the VE Day Celebrations in May.

**25/128 MATTERS REQUESTED BY COUNCILLORS**

There were no matters requested by Councillors.

**25/129 POLICING INFORMATION/REPORTS**

There were no police officers present and no update had been received by the Clerk, however members were aware of vehicle thefts in the area.

Cllr Allen advised that she will be meeting with representatives of South Yorkshire Police at the Ward/CAP meeting the following day, 11 June, and will raise the issue of no police engagement with the Parish Council there. She will email members with their response.

**25/130 PLANNING APPLICATIONS**

Consideration was given to planning applications contained within **lists 20 – 23 (2025)**.

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

The Clerk advised that she has requested an extension to Planning Application Number **RB2025/0587 – Outline application for demolition of existing dwelling and erection of 4 semi-detached dwellings – Land at Nursery View, Manvers Road, Swallownest** due to there being no reports available online.

**25/131 CLERK UPDATE**

The Clerk updated the meeting as follows:-

- The Parish Council Operatives have now planted the summer bedding throughout the parish and hope to commence putting the hanging baskets up in the next week or so.
- The Parish Fishing Match is on Tuesday, 1 July 2025. Timings will be emailed to members nearer the time.
- Information for the external audit will be sent out later this week. Members thanked the Clerk for the diligent way the information had been presented/recorded throughout the year.

**25/132 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. Parish Council Owned Land and Tree Protection Orders in the Conservation Area off Church Lane were items asked to be included.

**25/133 DATE OF NEXT MEETING**

It was **RESOLVED** that the next Ordinary Parish Council meeting be held on Tuesday, 8 July 2025 at 6.30 pm.

**MEETING CLOSED AT 7.40 PM**

*S Smith*

**8 July 2025**

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