

HATTON PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 16th JANUARY 2018 AT 6:45pm
IN THE JUBILEE HALL, HATTON

PRESENT: Cllr J Billings (Chair), Cllr A Beatson, Cllr A Ball, Cllr J Laing.

In Attendance: Mrs J Storer (Clerk), 3 members of the public, Cllr J Patten (to 6:55pm)

1118. Apologies

Apologies were received and accepted from Cllr A Billings, Cllr R Brooks, Cllr J Osbourne and Cllr A Roberts.

1119. Variation of Order of Business

There was no variation to the order of business.

1120. Declaration of Members Interests.

Councillors considered their duties regarding declaration of interest, both personal and prejudicial as per the Code of Conduct. No declarations were made.

1121. Public Speaking – (10 Minutes)

Vehicles are parking on the grass verges on Hoon Road, leading to the verges being badly churned and in a poor state. The Clerk will report this to DCC.

Thanks were extended to Cllr Patten for the donation from the Community Grant; this was used to fund a new water heater.

Nearly 140 copies of The Saltbrook Heritage Trail 2018 calendar have been sold.

The brook was not cleared in the autumn and appears to be silted up. This will be monitored and Cllr Brooks will be asked for an update at the next meeting.

No information is available as to when the new housing estate will be built.

1122. County and District Cllrs report

(a) County Councillor – Cllr J Patten

Cllr Patten reported that the County's broadband provision is to be reviewed holistically by DCC and BT to ensure that there are no gaps within the service throughout the county.

Consultation letters about the proposed scheme to install bollards on Field Avenue have been sent out to residents. Cllr Patten will chase DCC for a date when the consultation period ends.

The replacement bus shelter is on order and Cllr Patten continues to press for a date for its installation.

Cllr Beatson enquired if zig zag lines would have any impact upon bad parking if they were to be installed on part of Field Avenue. Cllr Patten recommended that the outcome of the bollard scheme is assessed before other options are considered.

6:58pm Cllr Patten left the meeting.

(b) District Councillor - Cllr Roberts.

No Cllr was present and the Clerk provided a verbal report to the meeting.

A resident had requested that squirrels nesting in the Recreation Field are removed as they are causing damage in her garden. The Parish Council considered possible options, including the setting of traps.

RESOLVED: to take no action for the following reasons:

- Squirrels are territorial and if removed, others will take their place, eradicating the presence of squirrels is extremely difficult,

- We live in a semi rural area and wildlife is to be expected and respected,
- Traps could not be safely set; there would be a significant risk that domestic cats would become trapped

1123. To approve the Minutes of the Ordinary Parish Meeting held on 19th December 2017.
RESOLVED the minutes of the Ordinary Parish Council meeting held on 19.12.17, as circulated, were approved and signed by Cllr J Billings.

1124. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.

No items were determined to be taken with the public excluded.

1125. To consider the commemoration of the end of World War 1 (WW1)

No further responses have been received despite The Hilton Directory running an article inviting suggestions for events and schemes.

RESOLVED to hold the commemoration event in conjunction with the Firework event, on 10th November 2018. A beacon will be lit and the possibility of fairground rides is to be explored.

RESOLVED the Clerk was instructed to make enquiries with Plantscape if they provide large plastic poppies which can be attached to the lampposts during November 2018.

1126. To receive the Chairman's announcements

The Chairman had no matters to report.

1127. Report of the Clerk (previously circulated)

a) RESOLVED to accept the report of the Clerk, as previously circulated, without any amendment. The Clerk reported that the hedge at Hassell Road (Min 1089) was deemed by DCC to require no attention, the hedge was subsequently cut, but the abandoned car remains. Cllr Beatson will report this to Environmental Health.

The hedge at Field Avenue was reported to DCC (Min 1084). Cllr Patten asked Officers to review the matter but no further information is available.

The condition of the pavement at Heathway is still problematical, the Clerk will request a meeting with DCC to explain the problems.

The Summer Sports sessions have been booked; including a fifth session; the dates were provided to the meeting.

The Clerk had received a request from a resident for a bin to be installed at Field Avenue due to littering by secondary school pupils waiting for the school bus. Cllrs were not aware that a problem exists.

RESOLVED no bin will be installed; there are sufficient bins nearby and there is not a noticeable problem of littering in the area.

b) To consider the Parish Council's contribution at the Heritage Day – April 2018

The Parish Council will attend the event; contact details and photographs of the Parish Cllrs will be available on the day including a brief explanation of the duties and powers of the Parish Council.

1128. Governance

(a) Risk register

The Clerk made no recommendations for changes to the risk register. Items belonging to the Parish Council have been removed from the loft of the Social Club and disposed of (Min 1106a).

(b) Parish Councillor vacancies

There are two vacancies and no expressions of interest have been received. The Parish Council will continue running with the vacancies.

(c) GDPR

The Clerk provided a verbal report upon the progress made towards compliance with GDPR; the Clerk met with DALC and other Clerks on 20th December for clarification of some areas. DALC is sourcing a possible DPO for all Parish Councils, the cost of which is thought to be in the region of £300 p.a. In addition, templates for various policies may be available at the end of this month.

Clarification includes that compliance with the law relating to GDPR lies with the Parish Council and Cllrs, and not with the Clerk; and the Clerk made the recommendation that as this is a large section of work, a small number of Cllrs work with the Clerk to ensure that all areas of compliance with GDPR takes place and to make recommendations to the Full Council.

RESOLVED: Cllrs Ball and Laing will work with the Clerk in the production the policies, the appointment of a DPO (Data Protection Officer) as per DALC email of 02.01.18, and to gain a detailed knowledge on the compliance and understanding of the new law in order to ensure that the Parish Council has a sound understanding of its obligations and duties and to bring regular updates and recommendations to Parish Council meetings.

As part of the compliance with GDPR, the Clerk recommended that an Annual Allotment Holders meeting is held in March of each year. Items to be discussed at the meeting

1. To receive rents for the year 2018/19
2. To provide an update on the work being undertaken at the allotments
3. To receive comments and observations from Allotment holders
4. To provide an update on GDPR and to gather consent for the holding of personal data

RECOMMENDATION: to hold an allotment holders meeting before the Parish Council meeting in March.

(d)Website

The website operator Park Hall Designs has made the decision to start to wind down his business with a view to closing down by the end of October 2018. The Clerk had in her report, identified possible options for the future of the website.

RESOLVED to defer any discussion or decision on this matter until more Cllrs are in attendance.

1129. Correspondence

1. DALC – Various circulars
2. Resident – complaint about the condition and lack of emptying of dog waste bins in the Parish
3. SDDC – Notification of Safer Neighbourhood Meeting and Area Forum – 23rd January 2018 at Hilton Village Hall (the PCC will be attending the meeting)

All items of correspondence were considered.

1130. Finance

(a) To approve payment of accounts and wages for the period ending 31st January 2018 (Schedule attached)

Salary Payments	January 2018
£896.88	
HMRC	January 2018 deductions
£205.06	
Mrs J Storer	Clerk's expenses
£24.35	
Jubilee Hall	Hire of room for PC meetings 21/11/17 & 19/12/17
£26.80	
Sterilizing Solutions	Monthly Legionella check December 2017
£43.20	

Grafton Merchanting	Materials for the allotment project
£56.08	
Melbourne Print	Copying for December 2017
£19.07	
Woodland	January 2018 maintenance at the Bowling Green
£434.00	

Cllr J Billings declared a prejudicial interest in the account from Woodland, which is submitted by a relative

By Cheque

004871	DCC	Pension Contributions January 2018
£156.12		

Money Received

500144	Donation from Cllr Laing towards the Christmas decorations and hanging baskets	£500.00
BACS	Social Club & TL Darby – December rent and pitch fees	£230.00

- (b) To note Bank reconciliation report to 31st December 2017

The bank reconciliations were accepted.

Bank Balances at 31st December 2017

Current Account	£8,818.80
BMX Account	£25,125.00
Deposit Account	£88,560.47

- © To consider requests received for funding
No requests for funding have been received.

- (d) To consider mowing provisions at the Recreation Ground and the Old School Field
The report prepared by the Clerk had been circulated to all Cllrs prior to the meeting.
The content of the report was explained and agreed.

RESOLVED to continue to use SDDC to mow both the Recreation Field and the Old School Field and to use Talbot Turf to undertake additional mowing on “an as and when” basis in between the cuts contractually provided by SDDC.

- (e) To consider the quotation for the erection of a storage compound at Scropton Road Recreation Ground
The Chairman explained he had met with Matt Underwood and is now aware of the dimensions of the compound. The Chairman will obtain quotes for the construction of the compound for consideration at the next meeting.

- (f) To determine the pitch hire fees for 2018/2019
RESOLVED to increase the Junior hire fee from £10 to £12 per match.
RESOLVED to increase the Senior hire fee from £30 to £35 per match.

- (g) To consider the budget for 2018/19
The Clerk had circulated the draft budget, plus the budget for the remaining four years of the Five Year Plan.
In the year 2018/19, works on the Old School Field was scheduled to happen; the Parish Council is still committed to undertake improvement works at the site, but as S106 funding is unlikely to be available in the 2018/19 financial year, the precept to

achieve a break even budget was thought to be too high. The budget relating to the works at the Old School Field were reassessed.

RESOLVED to accept the revised budget with only limited work being undertaken at the Old School Field.

(h) To receive notification of forthcoming reviews

RESOLVED the forthcoming reviews were noted

- i. Rent Review of the Social Club - June
- ii. Mowing contract for the Bowling Green - May
- iii. Allotment rent review - February

(i) To set the precept for 2018/19

RESOLVED to set the precept at £54,500; an increase of 9%.

1131. To consider consultations before the Parish Council

No consultation papers have been received.

1132. To consider Planning Applications

9 2017 1100 - the erection of an extension at 33 Yew Tree Road, Hatton

NO OBJECTIONS

1133. Reports on Parish Council assets

a) Allotments

On 3rd January 2018, due to bad weather and extremely wet ground conditions, the Clerk deferred work on the site for 4 weeks. A review will take place w/c 29th January as to the possible resumption of work on 3rd February 2018.

As work at the allotments is anticipated to be completed by the end of March 2018, the Clerk recommended that a formal tenancy agreement is entered into with each allotment holder, the tenancy agreement is based upon the DALC template. A copy of the tenancy agreement has been provided to each Cllr.

RESOLVED: to accept the tenancy agreement with no changes.

b) Playing Fields & Pavilion

No problems have been reported. The Chair has cleared out the Parish Council items from the loft of the Social Club. The order for the alternations to the zipwire has been placed.

c) Thistley Common

No matters are raised.

d) Bins (**Min 1044d**) – **Bin audit**

The Clerk has sent emails to chase SDDC about the installation of the promised bins within the Parish. The emptying of the dog bin on the old bridle path continues to be intermittent and complaints have been received about this; SDDC will now monitor the emptying on the bins on the bridlepath. A price is still awaited for a wheelie bin and fixing post. For the free standing bins the weekly emptying charge is £2.27 and the cost of purchasing a bin is £499 per bin, broken down as follows:

£400 for the bin

£69 for installation

£30 admin fee (apparently covers cost of placing order)

RESOLVED to order a bin for the jitty next to the Jubilee Hall and a bin next to the new noticeboard on Station Road.

1134. To receive any reports from Parish Cllrs

No reports were provided.

1135. To receive and consider any reports from Council representatives on outside bodies/organisations

(a) Hatton Community Centre

No report was available to the meeting.

(b) Salt Brook Heritage Trail

On 18th and 19th January the Committee will be interviewing the short listed candidates and will be viewing models of their sculptures.

RESOLVED the Parish Council agreed in the 2018/19 budget to provide a donation of £2,000 to the Saltbrook Heritage Trail for the provision of benches. The benches will be purchased, maintained and be owned by the Saltbrook Heritage Group.

(c) Jubilee Hall

Cllr A Billings was not in attendance and no report was provided.

(d) To receive any other reports from other representatives

No reports were received.

1136. Update on projects

(a) Plaque for the Tutbury Bridge

The siting of plaque and the planning application are ongoing, this is with Cllrs J Billings and Roberts.

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(b) Bollards outside the school

DCC is undertaking the consultation process for the installation of the bollards. Cllr Patten earlier in the meeting, agreed to make enquiries as to the deadline for any comments.

(c) Benches

The bench outside the Pharmacy will be installed before the next meeting.

(d) Noticeboards

The noticeboards are installed. The Chair, the Clerk and Cllr Beatson will hold the keys to the noticeboards.

(d) Hanging baskets and planter tubs (year 2 plan)

Included in the Five Year Plan is the scheme for tubs and planters to be installed in the next financial year, the order has been placed for the 2018 season.

(e) Christmas trees and decorations

The decorations for 2017 were very well received and will be repeated in 2018. Consideration will be given in the summer as to whether to extend the scheme.

(f) Forthcoming projects

Cllrs considered the list of possible projects for commemorating WW1 as listed by the Clerk. The suggested project of planting a tree for each child born in the Parish during 2018 was accepted. The planting site will be at the Old School Field and will link the projects of the WW1 commemoration and the improvement works at the site.

RESOLVED for the Clerk to seek Grant funding towards the costs of purchasing trees for the project. The trees will be planted in late 2018 or very early 2019.

1137. Items for information only

(a) Reports from Meetings attended
No reports were received

(b) Notification of Forthcoming meetings
Safer Neighbourhood meeting – 23rd January 2018 at Hilton Village Hall
commencing at 6.30pm

(c) Training Sessions
A full list of training sessions was issued but some sessions were fully booked.
Additional sessions will be provided by DALC and when the dates and venues are
known, the Clerk will advise all Cllrs.

1138. Items for the next agenda

- GDPR
- Allotment rent review
- Website

1139. Date of next meeting: Tuesday 20th February 2018 at 6:45pm at the Jubilee Hall, Station Road, Hatton

There being no further matters, the Chairman closed the meeting at 8:22pm