



Minutes of the meeting of Elvaston Parish Council held on Monday 9th May 2022, 7.30pm, Elvaston Village Hall, Elvaston

PRESENT: Cllr S Leuenberger (Chairman), Cllr T Mansfield (Vice Chairman), Cllr G Dodson, Cllr M Brown, Cllr B Slater, Cllr C Bennett, Faye Simnett (Lengthsman), Julie Dean (Lengthsman), F Keppel-Spoor (Clerk - Minutes), DCllr D Corbin, DCllr N Atkin. There were no members of public present.

Reference	Agenda Item		Action
33/2022-23	Apologies for Absence	Cllr P Bickerton, Cllr S Thompson, Cllr S Spenser, DCllr P Watson	
34/2022-23	Election of Chairman	It was RESOLVED to elect Cllr Sarah Leuenberger as Chairman for a further year. Proposed by Cllr Bennett, seconded by Cllr Dodson.	
35/2022-23	Election of Vice Chairman	RESOLVED to elect Cllr Colin Bennett as Vice Chairman for the coming year. Proposed by Cllr Leuenberger, seconded by Cllr Brown.	
36/2022-23	Declaration of Acceptance of Office	The elected Chairman and Vice Chairman signed the declaration of acceptance of office forms in the presence of the Clerk.	
37/2022-23	Declaration of Member Interests	Cllr Slater, Cllr Leuenberger and Cllr Dodson all declared a non-pecuniary interest as members of the ECAG Task & Finish Group.	
38/2022-23	Variation of Order of Business	No variations to record.	
39/2022-23	Public Participation	No public participation to record.	
40/2022-23	Reports from outside bodies	<p>DCllr N Atkin – DCC Elected Members Annual Report I will circulate my annual report later this week. It a bit long winded and would be better for the public to access it with a link to the Parish website when published. MP Heather Wheeler - DCC have also published the Annual report on behalf of the MP Heather Wheeler and as above best to read on the Parish website.</p> <p>Elvaston Castle Planning Consultation Any questions relating to Elvaston Castle planning, please submit and write to the Cabinet member Tony King. DCC planning consultation ended on 25/4/22.</p> <p>South Derbyshire DC The Elvaston Castle Planning Consultation was submitted to both DCC and SDDC on 18/2/22 for validation, However, due to the backlog at SDDC it was only completed last Friday with notices and advertisements being circulated for the consultation process to start. SDDC consultation will close on 21st May. So far there were 250 responses received for Elvaston Castle DCC consultation and officers are in response putting together a Strategic Outline Business Case (SOBC) now being drafted and should be completed after the South Derbyshire Consultation has</p>	



		<p>closed. Vicky Webb is responsible for setting the date for committee determination which is potentially delayed until early summer.</p> <p>DCllr D Corbin – Gave an update on DCllr Peter Watson; who is expected to be absent from council duties for at least a period of two weeks. Fly tipping is at the lowest level for over a decade which is pleasing and prosecutions are still being sought for as many incidents as can be identified. Needles on Boulton Moor – this has been followed up and is being treated as an isolated incident currently. There is no preventative action that can be taken at this point; however, information sharing is key and we are all encouraged to share incidents with the safer neighbourhoods team. Obesity rates in reception aged children in the Aston ward are now being looked at closely following the results identified in the parish plan. DCllr Corbin will speak further with rms Sports Consultants and obtain some additional data to work with moving forwards.</p> <p>DCllr P Watson – apologies given prior to the meeting</p> <p>Derbyshire Constabulary - Crime report not circulated prior to this meeting as statistics are yet to be updated from March 2022. Further information can be obtained using this link: https://www.police.uk/your-area/derbyshire-constabulary/melbourne/?tab=CrimeMap</p>	
<p>41/2022-23</p>	<p>Councillor Reports</p>	<p>Cllr Mansfield gave a report from a resident as follows: Good afternoon Councillor Mansfield, a couple of things for the Parish Council to consider: 1, there is a large tree on the verge adjacent to 2 Sturges Lane which seems to be dead. Perhaps it should be checked and it's future considered. Dead trees on or adjacent to the highway always pose a risk. It was RESOLVED the Clerk will speak with Martin Buckley, Trees officer at SDDC.</p> <p>2, Many years ago in the 80s and early 90s it was a tradition in the village that every year or second year everyone in the village was invited to join the Parish Council in "beating the bounds" of the parish. In those days, Boulton Moor development was only a twinkle in Persimmon's eye. The event took place in the summer and was followed, for the participants, by refreshments in the Parish Hall. Sadly; it stopped for reasons unknown, but was a good occasion to bring the parish together and wonder maybe if it can be reinstated. Beating the bounds is an historic term for walking the perimeters of the parish boundary. It was RESOLVED the Clerk will add this to a future agenda for consideration.</p> <p>Cllr Brown gave an update regarding the overhanging hedge on the corner of Oak Road – the resident has committed to improving this splay however there is an issue over land ownership. It was RESOLVED the Clerk will continue to follow this up with DCC.</p>	
<p>42/2022-23</p>	<p>Minutes of Meetings: 11th April 2022</p>	<p>The minutes of the meetings held on 11th April 2022 were recorded as an accurate representation of the meeting having previously been circulated to all member Councillors by the Clerk. The minutes were signed as a true and accurate representation of the meeting by the Chairman. Proposed by Cllr Slater, Seconded by Cllr Bennett.</p>	



43/2022-23	Chairman's Report	Thanks to everyone for the opportunity to complete a further year having been elected as Chairman for the Parish Council. Sending condolences and best wishes for a speedy recovery to DCllr Peter Watson following his accident. The road dressing on B5010 is incomplete, and there remains a large amount of gravel transfer into the mouth of other junctions – the work is of a poor standard and will be reported to DCC for their input.	
44/2022-23	Clerk's Report	Financial year end is complete and all accounts have been submitted to the external auditors well ahead of schedule. We have submitted a successful S136 concurrent functions claim and this has now also been received into the bank account. Following on from the last meeting a report was made to DCC Highways regarding the visibility splay when turning right into Grove Close from Oak Road. The reference number for this is FS-Case-414881717 and to date there has been no correspondence relating to this case. I will continue to chase. We have successfully advertised, interviewed and appointed a new Lengthsman to work in the Boulton Moor area of the parish. All candidates for the position were very strong and any of the applicants would have been an asset to the Parish Council and their community. It was a unanimous decision to appoint Julie Dean and we were delighted when Julie accepted the position. Training will now continue with Julie and Faye will lead on this with support from the Clerk and personnel committee as required. We're now heading into the loveliest time of year when everything looks pretty and tidy and we will now push ahead with identified projects and plans as we move through the year.	
45/2022-23	Lengthsman Report	The abandoned caravan has been removed from Ball Lane layby but fly tipping is becoming more prevalent. Welcome to the new Lengthsman for Boulton Moor/Buttercup Leys – Julie Dean. Training is now underway and Julie will regularly be visible around the parish. Green spaces in and around the parish could be improved – especially in Boulton Moor and we will look to investigate what can be done to improve the current green spaces. It is noted that the recent road dressing is of a poor standard, with lots of areas already peeling away and lifting.	
46/2022-23	Responsibility Matrix	The Responsibility Matrix was updated and will be added to the website.	
47/2022-23	Review of Standing Orders	It was RESOLVED to accept the review of the NALC Model Standing Orders.	
48/2022-23	Review of Financial Regulations	It was RESOLVED to accept the review of the NALC Model Financial Regulations.	
49/2022-23	Review of Asset Register	It was RESOLVED to accept the review of the asset register as presented. There was a discussion and it was agreed the laptop and printer needs to show a depreciation in value moving forwards. It was RESOLVED the Clerk will investigate regarding the ownership of bus stops in the parish – this information is not clear, and if we are able to ascertain definitively which ones are in the ownership of the Parish Council, we will be able to apply for a Community and Environmental grant for the installation of "bee houses" on these bus stops.	



50/2022-23	Insurance Renewal	It was RESOLVED to accept the policy renewal as presented and a premium of £395.61 for the annual policy will now be paid.	
51/2022-23	Policy Review	It was RESOLVED to accept the reviews of the policies currently on the website with no amendments to be made. There are no new policies to be accepted at this time.	
52/2022-23	Parish Plan	rms Sports Consultants gave an update on the parish plan prior to the meeting to advise of a couple of errors in the main results document, with one error affecting the main headline results relating to teenage play areas. There is a lot of data and pages and despite the results being looked at by rms Sports Consultants and other members of the steering group; some errors have unfortunately still been missed. The whole document will now be proof read and checked with a completely fresh pair of eyes, to check everything through as a final check including all the figurework. As we have all invested a lot of time into this piece of work, we need to ensure that everything is ok and correct before it is more widely distributed. The document was ratified by the council at the last meeting; however, in view of the errors noted, its circulation has been restricted to only as necessary, until the proof read has been undertaken. There was a discussion and it was agreed that this document will now be used to implement projects moving forwards and as soon as confirmation of the final check has been received, it will be added to the website as a public document.	
53/2022-23	Platinum Jubilee Celebration	<p>There was a robust discussion regarding the events for the Platinum Jubilee. Despite this having been a regular agenda item for almost two years, there has been very little willingness from any volunteers to support any community event. Original plans were for a joint venture between the Parish Council and Elvaston Communities Group; however, ECG decided to cancel their fete due to a low number of stallholders. Despite numerous conversations with various people, there has been little interest in an event being held at the Cricket Club – and though there is agreement for a bar and BBQ to be arranged for the afternoon of Sunday 5th June, there is no provision of entertainment.</p> <p>It was therefore RESOLVED that as street parties are a key theme of the Platinum Jubilee celebrations, residents will now be encouraged to organise their own street parties and if required, can apply to the Parish Council for a small amount of funding to support with their street parties.</p> <p>It was RESOLVED to investigate storage options for gazebos and look at a future purchase for a gazebo for use at events on the village green as they are becoming more popular.</p> <p>It was RESOLVED Cllr Mansfield will speak to PCC/Village Hall committee regarding utilising more storage at the VH for ALL village groups.</p> <p>It was RESOLVED any monies earmarked for Platinum Jubilee celebrations will be used to purchase a commemorative item for the parish.</p>	



54/2022-23	ECCP Planning Application and ECAG Task & Finish Group	<p>The DCC consultation end date was 25th April but the SDDC consultation is now open until 21st May 2022. It was RESOLVED the Parish Council will submit their response officially to SDDC however, there has been no notification of this consultation to date. The SDDC consultation is in relation to the Historic Building status and it is unknown as to why the Parish Council have not been notified. It was RESOLVED the Clerk will raise this with SDDC Head of Planning – Steffan Saunders.</p> <p>It was RESOLVED a large contingent from ECAG and Parish Council will attend the Planning Regulatory Committee meeting when it is convened in support of the nominated spokesperson. Highways England have already recommended a deferral of the decision of at least three months for the purpose of collecting additional data. Cllr Leuenberger also gave an update regarding the 16-week period for decision from date of validation – as confirmed by Vicky Webb at DCC in an earlier email. It is currently unknown what will happen if a decision is not made within this period.</p> <p>It was RESOLVED to forward a copy of DCCLr Atkin’s report to Buxton Associates, with an update regarding the number of objections received and the claim from DCCLr Atkin that DCC are investigating the validity of any objections made using the template letter supplied by ECAG Task & Finish Group.</p>	
55/2022-23	Upper & Lower Village Green	<p>Regular mowing is now in place for the upper village green. It was RESOLVED the Clerk will provide more daffodil bulbs for planting in October this year to supplement what is there and account for any which were mowed too early.</p> <p>It was RESOLVED the Lengthsman will continue to tend the lower village green in conjunction with Coronation Meadow to enable a report on the different species of wildflowers currently growing.</p>	
56/2022-23	Climate Change Policy	<p>As per the resolution of the last meeting, this agenda item will be listed for discussion in June. No further action at this time.</p>	
57/2022-23	Correspondence	<p>In addition to the correspondence schedule the Clerk shared details of a planned road closure for Main Street in Ambaston on Friday 3rd June from 1pm to 11pm for the purposes of a Platinum Jubilee Street Party. The road will be closed to all vehicular and pedal traffic during these times and there will be no diversion in place as this is a no through route. The Clerk will add this information to the website and noticeboards in the parish.</p>	
58/2022-23	Planning Applications & Decisions	<p>New applications at 6th May 2022 DMPA/2022/0438 – removal of existing conservatory and erection of two-storey extension at 9 The Pinfold, Thulston</p> <p>Pending applications at 6th May 2022 DMPA/2022/0403 – application to assess whether prior approval is required for change of use of agricultural buildings to dwelling houses at Beechwood Park, Main Road, Elvaston – RESOLVED to ask District Cllr Watson to ensure this is a full committee decision.</p>	



		<p>DMPA/2021/1850 – proposed construction of a dropped kerb, drive access and construction of brick pillars and single storey detached garage at 1 Yew Tree Lane, Thulston – No comments to record.</p> <p>DMPN/2022/0227 – prior approval for change of use of agricultural building to a dwellinghouse with associated operational development at Heron Field Farm, Ambaston Lane, Ambaston – RESOLVED to ask District Cllr Watson to ensure this is a full committee decision.</p> <p>DMPA/2022/0084 – Addition of dormer window above garage and minor internal alterations at 34b Main Street, Ambaston</p> <p>DMPA/2021/1687 - Outline application for A District Centre at Boulton Moor</p> <p>DMPA/2021/1307 – Change of use from dwelling house to mixed dwelling house and provision of care for a maximum of 9 children at 1 Windmill Close, Boulton Moor</p> <p>Approved applications at 6th May 2022</p> <p>DMPA/2022/0183 – part conversion of a garage at 17 Sandal Close, Boulton Moor</p>	
59/2022-23	Finance	<p>i) Invoices due for payment – it was RESOLVED to approve the payments as listed on the finance schedule. They will now be entered on the banking system and authorised by the Chairman.</p> <p>ii) Income received – It was RESOLVED the presented schedule is a true record of the income received and reconciles to the bank statements.</p>	
60/2022-23	Review of Date & Time of future meetings	It was RESOLVED all future meetings will be held on the second Monday of each month at Elvaston Village Hall will commence promptly at 7.30pm	
61/2022-23	Date & Time of next meeting	The next ordinary Parish Council Meeting will start at 7.30pm on Monday 13 th June 2022	

The Chairman thanked everyone for attending and the meeting was closed at 9.11pm

Signed _____ Chairman / Vice Chairman



Finance Schedule for Elvaston Parish Council Meeting 9th May 2022						
Schedule A - Expenditure for Approval						
Date	Payee	Details	Net	VAT	Total	Notes
10/05/2022	George Dodson	Ex-Gratia payment to reimburse electric supply for Christmas Lights 2021	£30.00	£0.00	£30.00	
28/04/2022	NEST	Faye Simnett Pension	£29.09	£0.00	£29.09	Paid by DD
09/05/2022	Aston on Trent PC	1/3 payment to cover SLCC membership	£57.00	£0.00	£57.00	
09/05/2022	Fiona Keppel-Spoor	Use of home as office	£37.80	£0.00	£37.80	
09/05/2022	Fiona Keppel-Spoor	Salary May 2022	£788.57	£0.00	£788.57	
09/05/2022	Fiona Keppel-Spoor	Reimbursement for PPE Purchase	£99.08	£19.82	£118.90	
09/05/2022	HMRC Cumbernauld	Tax/NI May 2022	£296.59	£0.00	£296.59	
09/05/2022	Viking Direct	Stationary Supplies	£71.86	£14.37	£86.23	
09/05/2022	Zurich Insurance	Annual Insurance Policy	£353.23	£42.38	£395.61	
09/05/2022	Faye Simnett	Salary May 2022	£843.43	£0.00	£843.43	
09/05/2022	DM Payroll Services	Payroll and pensions administration	£194.00	£0.00	£194.00	
			Totals	£2,800.65	£76.57	£2,877.22



Schedule B - Income since last meeting			
Date	From	Details	Amount
11/04/2022	Allotment - Brown	Allotment Rent	£94.86
11/04/2022	Crowdfunding	ECAG Donations	£4.62
11/04/2022	Allotment - Wardle	Allotment Rent	£31.62
12/04/2022	Allotment - Mattock	Allotment Rent	£31.62
12/04/2022	Allotment - Strand	Allotment Rent	£63.24
13/04/2022	Crowdfunding	ECAG Donations	£19.18
14/04/2022	Crowdfunding	ECAG Donations	£19.67
19/04/2022	Crowdfunding	ECAG Donations	£ 18.94
19/04/2022	Crowdfunding	ECAG Donations	£ 14.33
19/04/2022	Crowdfunding	ECAG Donations	£ 249.61
21/04/2022	Crowdfunding	ECAG Donations	£ 19.18
27/04/2022	Crowdfunding	ECAG Donations	£ 38.61
29/04/2022	South Derbyshire District Council	S136 Concurrent Functions	£ 13,275.63
29/04/2022	Crowdfunding	ECAG Donations	£ 19.18
03/05/2022	Allotment - Black	Allotment Rent	£ 31.62
03/05/2022	Crowdfunding	ECAG Donations	£ 106.35
03/05/2022	Crowdfunding	ECAG Donations	£ 9.47
		Total	£ 14,047.73
	Total income since last meeting		£14,047.73
	Less payments not yet presented at the bank		£2,818.13
			Checked by: _____
			Second Signature: _____
			Ensure invoices are signed