

PLEASE NOTE THE VENUE AND TIME

SWANWICK PARISH COUNCIL

Clerk to the Council

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7th November 2019

You are summoned to attend the **FULL COUNCIL MEETING** to be held at **Meeting Rooms, rear of Baptist Church, Derby Road, Swanwick** on **Thursday 21st November 2019 at 7.00pm.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate), both available at the meeting.

Clerk to the Council

AGENDA

1. Apologies

Members are reminded to give their apologies direct to the Clerk, these must be made **well in advance** (barring last minute emergencies) of the meeting giving the Clerk enough time to cancel if there is a prospect of the meeting not being quorate.

2. Variation of Order of Business

3. Declarations of Interest

Members must fill out the Declaration of Interests Forms for submission. Members are requested to declare any personal or prejudicial interest they may have in any item of the evening's business, and to explain the nature of that interest.

Where a member indicates that they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, they must do so under item 4D of Public Participation.

4. Public Participation

A) Public Attendance & Speaking: Residents wishing to speak need to book in with the Clerk, preferably prior to the meeting by email/phone or immediately prior to the start of the meeting.

Whether wishing to speak or not, each member of the public is required to indicate whether or not they consent to have their name and/ or organisation recorded and published in the minutes of the meeting. Minutes are published on the Parish Council website and are available to the public under the Freedom of Information Act 2000.

At the start of the meeting a period is available for members of the public to ask questions, make representations or submit comments. This is **LIMITED TO THREE MINUTES PER PERSON** – at the sole discretion of the Chair.

B) Parish Council Members' observations will be taken alongside Reports from any Borough and County Councillors attending.

C) Police Matters

Information is on the following web pages www.police.uk/derbyshire/NR06/

D) Representations or Evidence from Members Declaring a Prejudicial Interest

Members indicating that they have a prejudicial interest in an agenda item and who wish to make a representation before leaving the meeting shall do so at this stage.

5. Minutes of Full Council

5.1 To receive the Minutes of the Meeting held 17th October 2019

6. Planning Matters

6.1 Planning Applications for comment: All applications can be viewed at www.ambervalley.gov.uk click on Planning and then click on Planning Applications and use the AVA reference number to search.

7. Clerk's Report

- 7.1** Vacancies in the Office of Parish Councillor
- 7.2** Councillor Attendance record 2019/20
- 7.3** Banking Update
- 7.4** Lamp post Poppies
- 7.5** Minster Way Entrance
- 7.6** Winter Planting
- 7.7** Double Yellow Line Parking

8. Chair's Report (Verbal Report)

9. Councillors' Updates

Website Activity & Social Media
Village Hall Working Group
Defibrillator Working Group
Remembrance Sunday 2019
Civic Service 2019

10. Correspondence & Circulars (copies are available on the website)

None

11. Accounts

11.1 To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
04.10.19	BACS	UKDMO - PWLB	Loan No 509437	10,350.05
17.10.19	DD	Haven Power	Electric Utility	14.00
24.10.19	BACS	G Soudah	Chairs Phone & B/band	60.00
24.10.19	BACS	G Soudah	100th birthday card flowers etc x 2	55.00
25.10.19	BACS	Swanwick Baptist Church	Room Hire July-Sept 2019	60.00
28.10.19	BACS	Grasstrack	Gardening Maintenance Sept 19	896.00
28.10.19	BACS	Platinum	Stress Testing Oct 2019	688.80

		Electrical		
31.10.19	DEBIT CARD	Tesco	1 st Class Stamps	8.40
31.10.19	DEBIT CARD	Card Factory	Get Well Card - Staton	0.99
31.10.19	DEBIT CARD	Tool Station	Cable Ties	2.51
31.10.19	DEBIT CARD	O2	Clerks Mobile Phone Sept 2019	17.22
31.10.19	DEBIT CARD	O2	Clerks Mobile Phone credit 2019	-4.00
31.10.19	DEBIT CARD	Rontec	Caretakers Fuel	30.67
			Total	12179.64

11.2 To approve payments to the following:

To Whom Payable	Payment Ref	Reason	Amount £
Staff	BACS	Mth 8 Year End 2020 Salaries	2720.09
HMRC	BACS	Mth 8 Tax & NI Contribution Year End 2020	691.44
NEST	D/D	Mth 8 Pension Deduction & Employer Contribution Year End 2020	230.14
Ground Support Services	BACS	Final payment for Grouting Works	37440.00
		Total	41081.67

11.3 Income Received:

Date	Remittance	Amount £
	Total	0.00

12. Bank Reconciliation

Cash Book Reconciliation

31.10.19

Opening Balance 01.04.19	181,054.23	
Receipts to 31.10.19	530,288.05	
Sub Total		711,342.28
Payments to 31.10.19	123,358.64	
Unpresented cheques 2018/19	0.00	
Sub Total		123,358.64
Closing Balance 31.10.19		587,983.64
Bank Balance at 31.10.19		587,983.64

13. Exclusion of Press & Public

'That pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) below by reason of the confidential nature of the business to be transacted'.

14. Items for the next Agenda

Items are invited for inclusion in next month's agenda

15. Date of Next Meeting: 7.00pm 19th December 2019 at the Meeting Room at the rear of the Baptist Church, Derby Road.

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 17th October 2019 at 7pm**

Present: Cllrs Barnett, Chidlow, Goodier, Grant, Payne, Soudah, Tremain, Webster & Clerk C Miles

Members of the Public:

Members of the public listed waived their right to anonymity under the Data Protection Act:

Cllr D Wilson (left at 7.12pm), R Castledine

739/2019 APOLOGIES

Cllr King

740/2019 VARIATION OF ORDER OF BUSINESS

None

741/2019 DECLARATION OF INTEREST

Members were requested to declare any personal or prejudicial interest they may have in any item of the evening's business, and to explain the nature of that interest.

Cllr. Barnett declared interest in item no.11.2

The Councillor remained in the meeting.

742/2019 PUBLIC PARTICIPATION

742.1/2019 Public Speaking –

Cllr Wilson apologised for not attending last month's meeting but he was at another meeting at AVBC and currently he has nothing to report within Swanwick.

742.2/2019 Members' Observations

Cllr Mary Barnett –

1. Asked if a building could be put on the Old Social Club site to allow for a meeting place for OAP's.

2. Reported that the hedging at the bottom of Derby road near the play area and Hickton Road needs trimming. The Clerk will report this to Derbyshire CC.

Cllr R Grant –

Asked if the Old Social Club site could be used as parking to alleviate the parking problems on High Street. The Chair responded to both questions regarding the Old Social Club site stating that at present it was not the Council's land but after a period of 12 years we could apply for adverse possession and at that time decisions would be made on its future use.

Cllr R Webster –

Said that he would speak to our MP and Derbyshire CC to see what could be done about the parking on High Street especially parking on double yellow lines around the Post Office area. The Clerk will request that Derbyshire CC add Swanwick to the Traffic Enforcement Officer's rounds.

742.3/2019 POLICE MATTERS

None reported and all can be viewed online.

742.4/2019 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST

None

743/2019 MINUTES OF FULL COUNCIL

RESOLVED:

Minutes of Full Council held 19th September 2019 be received as correct account of the meeting. The minutes were signed by the Chair.

744/2019 PLANNING MATTERS

744.1/2019 Planning Applications

AVA/2019/0696

The Council will send comments to AVBC Planning regarding the planning application for new housing on Asher Lane.

745/2019 CLERK'S REPORT

The Clerk's report was presented by the Clerk.

745.1/2019 Vacancies in the office of Parish Councillor

Members noted the update.

745.2/2019 Councillor Attendance Record

Members noted the update.

745.3/2019 Banking

Members noted the update.

745.4/2019 Lamp Post Poppies

Members noted that the poppies will be put up on lamp posts Monday 28th October.

745.5/2019 VE Day Celebrations May 2020

Members decided to use the Well Dressing Day as our way of celebrating VE Day.

745.6/2019 Minster Way Entrance

Members noted the update and have agreed in principle to take over the responsibility of this area once it has been brought up to a good standard by the current owners.

745.7/2019 Wildflower Grass Verges

Members noted the update.

745.8/2019 AVBC Polling District & Polling Places Review 2019

Members noted that they were to look at this online and make their comments to AVBC.

746/2019 Chair's Report

The Chair's comments are reported under Councillors Updates.

747/2019 Councillor Updates

747.1/2019 Website activity & Social Media

Analysis of website activity as follows –

Facebook reached over 359.

SPC Website had 217 visits.

Cllr Grant will look at the Councils current site/social media and look at upgrading them.

747.2/2019 Village Hall Working Group

The Council has been asked by the Baptist Church is when the Village Hall Car park is completed could they have access to their cemetery behind to create a 'quiet garden'. The Members had no objections to this. Financing is still being looked into by the VHWG Funding Group.

747.3/2019 Defibrillator Working Group

A donation of £300 from P & D Whitaker has been received and a further donation from Swanwick Primary School of £874.00. We now have £1199.00 towards another machine and the Clerk has written to The Crematorium to see if they will donate.

747.4/2019 Remembrance Sunday 10th November 2019

The Clerk has managed to get a new flugelhorn player for the event and everything else is in place.

747.5/2019 Civic Service Monday 9th December 2019

The Clerk will send out the invites, book the caterers and everything else has been sorted.

747.6/2019 Well Dressing 2020

The date for next year's Well Dressing will be Saturday 16th May 2020.

748/2019 Correspondence & Circulars Noted

749/2019 Accounts

749.1/2019 RESOLVED: To approve urgent payments

Date	Cheque	To Whom Payable	Reason	Amount £
12.09.19	BACS	MSE	Village Hall Site Marking out	330.00
12.09.19	BACS	GSS	Interim grouting payment and JCB hire	6,360.00
17.09.19	DD	Haven Power	Electric Utility	14.00
30.09.19	DEBIT CARD	GEEJAY	Site fencing locks	16.75
30.09.19	DEBIT CARD	O2	Clerk Mobile Aug 2019	19.22
04.10.19	BACS	PKF	External Audis fees 2018-19	480.00
04.10.19	BACS	Grasstrack	Gardening Maintenance Aug 19	896.00
04.10.19	BACS	Iansprint	Copying June, July & September	35.92
			Total	8151.89

749.2/2019 RESOLVED: To approve the following payment

To Whom Payable	Payment Ref	Reason	Amount £
Staff	BACS	Mth 7 Year End 2020 Salaries	2719.89
HMRC	BACS	Mth 7 Tax & NI Contribution Year End	691.64

		2020	
NEST	D/D	Mth 7 Pension Deduction & Employer Contribution Year End 2020	230.14
Mh-p	Cheque	SPC Web Provision/Maintenance 2019-20	588.00
Cllr M Barnett	CHQ	Honorarium Qtr 3	80.00
LITE	BACS	Remove Minster Way tree lights	810.00
		Total	5119.67

749.3/2019 Income Received Noted

Date	Remittance	Amount	£
01.10.19	Cheque	P & D Whitaker – Defib Donation	300.00
07.10.19	BACS	Swanwick Primary School Defib Donation	874.00
		Total	1174.00

750/2019 Bank Reconciliation Noted:

Cash Book Reconciliation

30.09.19

Opening Balance 01.04.19	181,054.23	
Receipts to 30.09.19	519,332.72	
Sub Total		700,386.95
Payments to 30.09.19	105,235.41	
Unpresented cheques 2018/19	0.00	
Sub Total		105,235.41
Closing Balance 30.09.19		595,151.54
Bank Balance at 30.09.19		595,151.54

751/2019 Exclusion of Press & Public

None.

752/2019 Items for the next agenda

None.

753/2019 Date & Time of Next Meeting

Date of Next Meeting: 7.00pm 21st November 2019 at the Meeting Room at the rear of the Baptist Church, Derby Road.

Meeting closed at 20.52

Signed:

Date:

7. Clerk's Report to Swanwick Parish Council Meeting 21st November 2019

7.1 Notice of vacancy in the office of Parish Councillor

There are now a total of two vacancies for Parish Councillors. I urge members to increase the effort to persuade any resident to consider applying to be co-opted as a Parish Councillor.

7.2 Councillor Attendance record 2019-20

Members are reminded to notify the Clerk of any apologies (barring emergencies) well in advance of the morning of the council meeting. This is to ensure that the Clerk is aware that the meeting is quorate or needs to be rearranged if not quorate.

7.3 Banking update

To discuss with Members.

7.4 Lamp post Poppies

The poppies have been well received in the village with only one damaged and a resident has said that they would like to raise funds to help provide for some next year.

7.5 Minster Way Entrance

We have had a meeting with the current owners and due to considerable root damage the trees will be taken down shortly, all damage will be put right and then the land will be transferred to the Council.

7.6 Winter Planting

Quote for winter planting of the main features in the village, not including the tubs is £1350 + VAT.

I am waiting for quotes for the best options at the roundabout on the Green/Pentrich Road, it will possibly to have a feature and stone the remaining land as it is quite dangerous to work on this area.

7.7 Double Yellow Line Parking

I've had a reply from Derbyshire CC Civil Parking Enforcement Officer, saying that their Civil Enforcement Officers will now patrol the yellow lines outside the Select & Save/ Post Officer on High Street, Swanwick.

Councillor Attendance Record May 2019 – April 2020

Name	May 16	June 20	July 18	Aug HOLS	Sept 19	Oct 17	Nov 21	Dec 19	Jan 16	Feb 20	Mar 19	Apr 16	%	2018-19
Barnett	√	X	√		√	√							80%	91%
Chidlow	√	X	√		√	√							80%	64%
Goodier	√	√	√		X	√							80%	80%
Grant	-	-	-		-	√							100%	-
King	√	√	X		√	X							60%	82%
Payne	√	√	√		√	√							100%	100%
Soudah	√	√	√		√	√							100%	91%
Trehear	√	X	√		√	√							80%	100%
Webster	√	X	√		X	√							60%	-
Hayes	X	X	X		X	X							0%	0%
Wilson	√	√	X		X	√							60%	45%
Smith	X	X	X		X	X							0%	0%
Marshall-Clarke	X	X	X		X	X							0%	0%