

**SWANWICK PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
THURSDAY 19<sup>th</sup> April 2018 at 8.05pm**

**Present:** Cllrs Adams, Barnett, Davies, King, Payne & Soudah,  
Clerk C Miles

**Members of the Public:**

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

S Chidlow, J Briggs, R Castledine

**484/2018 APOLOGIES**

**485/2018 VARIATION OF ORDER OF BUSINESS**

**Proposed:**

To take item on Co-option of councillors at this point in order to allow participation in meeting.

**485.1/2018 Resolved:**

To vary order of business to consider co-option of candidates for the post of Councillor.

**485.2/2018 Vacancies in the office of Parish Councillor**

Cllr Soudah proposed to co-opt Sue Chidlow as a Parish Councillor for the remaining term of this Council (until elections to be held in May 2019).

The consideration to co-option of Alan Gibbs will be deferred until a future meeting when confirms his candidacy and he is in attendance.

**RESOLVED:** To co-opt Sue Chidlow as a Parish Councillor for the remaining term of this Council (until elections to be held in May 2019)

**486/2018 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. Soudah declared interest in item no.11.1

The Councillor remained in the meeting.

**487/2018 PUBLIC PARTICIPATION**

**487.1/2018 Public Speaking - NONE**

**487.2/2018 Member's Observations**

**Cllr Mary Barnett –**

1. Several complaints about the lack of bins in the area. Chair Soudah responded that all bins were the responsibility of AVBC, who have been doing a cost cutting exercise, which has lead to a reduction of bins. The council will review this matter in the coming year.

2. Trees removed from Orchard Crescent but not replaced with new ones. Chair Soudah informed the councillor that residents should raise the issue with Futures Homes.

**Cllr Brenda Payne –**

Requested that the Well on Broadway be tidied up in preparation of the Well Dressing on 12<sup>th</sup> May.

**Cllr Bruce Adams –**

1. Apologised in advance for not being able to attend the Well Dressing due to holidays.
2. Asked if the possibility of some cars on High Street being able to park on the Swanwick Social Club site now it has been demolished, as parking is very tight. The Chair informed him that this was not an option as the Council had merely made safe the site and ownership was still being investigated.

**487.3/2018 POLICE MATTERS**

Cllr Soudah is to attend the next Meeting of the Safer Neighbourhood Team Liaison Panel.

**487.4/2018 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST**

None

**488/2018 MINUTES OF FULL COUNCIL**

**RESOLVED:**

Minutes of Full Council held 15<sup>th</sup> March 2018 be received as correct account of the meeting. The minutes were signed by the Chair.

**489/2018 PLANNING MATTERS**

**489.1/2018 Planning Applications**

No comments received & no Planning Applications considered.

**490/2018 CLERK'S REPORT**

The Clerk's report was presented by the Clerk.

**490.1/2018 Vacancies in the office of Parish Councillor**

Dealt with in VARIATION OF ORDER OF BUSINESS.

**490.2/2018 Councillor Attendance Record**

It was noted that in an effort to be transparent, the record of member attendance will be included in the Clerk's report as a standard item. 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.

**490.3/2018 Swanwick Recreation Grounds- Chapel Street**

It was noted Cllr. Soudah has requested further information from AVBC; in principle has been agreed to pursue sole trusteeship of the Charity subject to final details being provided. Cllr. Soudah will report to Parish Councillors when these issues have been resolved and then Members will then have an opportunity to make the final decision.

**490.4/2018 BT Poles on 76 – 80 Derby Road removal**

The quote from BT Openreach to remove the two poles on the site is £649.91 + VAT.

**RESOLVED:** To approve the payment of £649.91 + VAT to BT Openreach.

#### **490.5/2018 Swanwick Old Peoples Welfare High Street**

Due to further works being required, as a result of the neighbour part demolishing 2 outbuildings on the site, the demolition company costs are £750 + VAT and the fencing company £665.04 + VAT. The site has now been fenced off with a sign stating that it has been secured by the Parish Council.

**RESOLVED:**

To pay both the Demolition and Fencing Company for the extra works.

#### **490.6/2018 Hanging Baskets**

A permit to have hanging baskets on the lamp posts in the village has now been received by DCC Highways

#### **490.7/2018 Grit Bins**

We have had a request for more Grit Bins on Beaulieu Way due to hazardous conditions recently. Derbyshire County Council no longer provides grit bins and this appears to now fall to Parish Councils to identify and fund any need identified. The cost per bin ranges from £85 to £123 + VAT depending on size.

**RESOLVED:**

To authorise the Clerk to order a Grit Bin for Beaulieu Way, to be funded under Section 137.

#### **490.8/2018 Limited Assurance Review of Annual Return for the Year ended 31st March 2018**

**RESOLVED:**

To authorise the Clerk to pay the Limited Assurance review fees of £400 (plus VAT).

#### **490.9/2018 Annual Governance Statement 2017-18**

**RESOLVED:**

To approve the Annual Governance Statement for year ended 31<sup>st</sup> March 2018.

The Chair Cllr G Soudah signed the Annual Governance Statement 2017-18. The Clerk signed the Annual Governance Statement.

#### **490.10/2018 Accounting Statement 2017-18**

The Accounting Statement 2017-18 certified on 19/04/2018 by the Clerk/RFO was presented to Members.

**RESOLVED:**

To approve the Annual Accounting Statement for year ended 31<sup>st</sup> March 2018.

The Chair Cllr G Soudah signed the Annual Accounting Statement 2017-18.

#### **490.11/2018 Annual Internal Audit**

Brian Wood has been approached to establish if he is available to provide Internal Audit services

**RESOLVED:**

To authorise the Clerk to appoint an Internal Auditor and to pay the appropriate fees on completion of the audit.

## 490.12 Exercise of Public Rights

### RESOLVED:

To approve the 30 day period commencing 4<sup>th</sup> June 2018 to 13<sup>th</sup> July 2018 for the exercise of public rights. **Notice to be posted on 1<sup>st</sup> June 2018.**

## 491/2018 Chair's Report

The report was presented to the Annual Parish Meeting held prior to the Full Council meeting. Nothing further to report.

## 492/2018 Councillor Updates

### 492.1/2018 Website activity & Social Media

Analysis of website activity as follows –  
Facebook has had 255 followers this month.

### 492.2/2018 Village Hall Working Group.

The plans have been submitted to AVBC. An artist's impression of the Village Hall will be put in the Village Newsletter and on display at the Well Dressing.

### 492.3/2018 Defibrillator Working Group

The first defibrillator has been ordered and will, hopefully be on display at the Well Dressing.

### 492.4/2018 Well Dressing

Cllr Brenda Payne updated the meeting on Well Dressing 2018 to be held on 12<sup>th</sup> May 2018.

## 493/2018 Correspondence & Circulars

### Noted

Cllr Paul Adams will assist the Chair and Clerk in reviewing the data protection requirements arising from the General Data Protection Regulations that come into effect on 25<sup>th</sup> May 2018.

## 494/2018 Accounts

### 494.1/2018 RESOLVED: To approve urgent payments

Date	Cheque	To Whom Payable	Reason	Amount £
13.03.18	3805	Cancelled		0.00
13.03.18	3806	Ilkeston Fencing	SCC Fencing	769.17
15.03.18	3807	G Soudah	Phone & B/band	15.00
			Phone & B/band	31.14
			SCC Probate Search	40.00
21.03.18	3808	DALC	Annual Subscription 2018-19	754.19
23.03.18	3809/3810	Employee Salaries	Wages Mth 12	2127.25
23.03.18	3811	HMRC	Tax & NI Mth 12	342.71
26.03.18	3812	AVBC	Planning App Fee - Village Hall	2,310.00
			<b>Total</b>	<b>6389.46</b>

**494.2/208 RESOLVED: To approve the following payment**

To Whom Payable	Reason	Amount	£
	<b>Total</b>		<b>0.00</b>

**494.3/2018 Income Received  
Noted**

Date	Remittance		Amount	£
12.03.18	BACS	ROW Maintenance DCC		315.00
14.03.18	601374	Swanwick Allotments 1st Half Rent		225.00
		<b>Total</b>		<b>540.00</b>

**495/2018 Bank Reconciliation****Noted:****Cash Book Reconciliation****09.04.18**

Opening Balance 01.04.17	72593.88	
Receipts to 09.04.18	161626.53	
Sub Total		234220.41
Unpresented cheques 16-17	2287.71	
Payments to 09.04.18	106,741.86	
Unpresented cheques	3958.5	
Sub Total		105071.07
Closing Balance 09.04.17		129149.34
Bank Balance at 09.04.17		129149.34

**496/2018 Exclusion of Press & Public**

None.

**497/2018 Items for the next agenda**

None specifically proposed.

**498/2018 Date & Time of Next Meeting**

7.00pm 17<sup>th</sup> May 2018 at the Meeting Room at the rear of the Baptist Church, Derby Road. This meeting is the **STATUTORY ANNUAL PARISH COUNCIL MEETING**.

**Meeting closed at 20.59**Signed: *G Soudah*Date: 17<sup>th</sup> May 2018