

## PLEASE NOTE THE VENUE AND TIME

### SWANWICK PARISH COUNCIL

Clerk to the Council  
76 – 80 Derby Road  
Swanwick  
Derbyshire DE55 1BG  
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07 March 2018

You are summoned to attend the **FULL COUNCIL MEETING** to be held at **Meeting Rooms, rear of Baptist Church, Derby Road, Swanwick on Thursday 15<sup>th</sup> March 2018 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.

### 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 10D 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 about the Safer Neighbourhood Team's activity in the area and an interactive crime map are available on the following web pages  
[www.police.uk/derbyshire/NR06/](http://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 15<sup>th</sup> February 2018**

**6. Planning Matters**

**6.1 Planning Applications for comment:** All applications can be viewed at [www.ambervalley.gov.uk](http://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** Village Hall Site – Intrusive Investigation/ Contamination Survey
- 7.2** Vacancies in the office of Parish Councillor
- 7.3** Councillor Attendance record 2017-18
- 7.4** Swanwick Recreation Grounds- Chapel Street
- 7.5** BT Poles on 76 – 80 Derby Road removal
- 7.6** Swanwick Old Peoples Welfare High Street
- 7.7** Gardening Maintenance Contract
- 7.8** Rights of Way Maintenance
- 7.9** Application for Hanging Baskets

**8. Chair's Report (Verbal Report)**

**9. Councillors' Updates**

Website activity & Social Media  
Village Hall Working Group  
Defibrillator Working Group  
Well Dressing 2018

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

**10.1** DALC 04-2018

## 11. Accounts

### 11.1 To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
29.01.18	DD	NEST	Employees Pension Contribution 01/18	18.81
29.01.18	DD	NEST	Employers Pension Contribution 01/18	23.52
13.02.18	3795	SSE Atlantic	Gas Utility	246.12
13.02.18	3796	DALC	GDPR Update Course - C Miles	10.00
13.02.18	3797	Rock Fall (UK) Ltd	Personal Protective Equipment	35.62
23.02.08	3798/9	Employee Salary's	Wages Mth 11	2,127.45
23.02.18	3800	HMRC	Tax & NI Mth 11	342.51
23.02.18	3801	Swanwick Baptist Church	Meeting Rental to December 2017 to February 2018	90.00
28.02.18	DD	NEST	Employees Pension Contribution 02/18	18.81
28.02.18	DD	NEST	Employers Pension Contribution 02/18	23.52
06.03.18	3802	Broadbent Solicitors LLP	Reg of Title - Nether Close Amt	282.00
06.03.18	3803	Iansprint Ltd	Feb Newsletter	225.00
			copying Jan-Feb 2018	32.88
06.03.18	3804	Waterplus	Quarterly Water Bill	51.00
			<b>Total</b>	<b>3527.24</b>

### 11.2 To approve payments to the following:

To Whom Payable	Reason	Amount £
Cllr M Barnett	Honorarium Qtr 3	80.00
	<b>Total</b>	<b>80.00</b>

### 11.3 Income Received:

Date	Remittance	Amount £
16.02.18	601373 S Wakefield Defib donation	600.00
	<b>Total</b>	<b>600.00</b>

## **12. Bank Reconciliation**

No update as awaiting the latest bank statement

## **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 19<sup>th</sup> April 2018 at the Meeting Room at the rear of the Baptist Church, Derby Road.**

The meeting will be preceded by the **Annual Parish Meeting** at which local organisations and groups will be invited to report on the previous year's activities and their aspirations for the forthcoming year.

The date for the **Annual Parish Council Meeting** is the 17<sup>th</sup> May 2018 at which the Council will conduct the annual statutory meeting.

**SWANWICK PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
THURSDAY 15<sup>th</sup> February 2018 at 7.00pm**

**Present:** Cllrs Adams, Barnett, 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:**

Cllr. Wilson, J Briggs, A Gibbs, R Castledine.

**454/2018 APOLOGIES**

Cllr Davies, S Chidlow.

**455/2018 VARIATION OF ORDER OF BUSINESS**

No variation proposed

**456/2018 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.

**457/2018 PUBLIC PARTICIPATION**

**457.1/2018 Public Speaking**

Chair Cllr Soudah welcomed everyone to the meeting including Mr A Gibbs, who has expressed an interested in becoming a Parish Councillor, Chair Cllr Soudah ran through the basic requirements for becoming a councillor.

**Cllr. David Wilson –**

Lily Street AVBC Planning Board Meeting is on 19 February 2018. All speakers already registered have been put down for this meeting.

**Mr John Briggs –**

1. Re Lily Street application emphasised the number of mistakes including 2 case officers' reports conflicting.
2. Complained of nearly being run down by a cyclist on the pavement on Derby Road and said that this seems to be happening a lot.
3. Current evening roadwork's on the A38 are causing very large lorries driving through the village, which are very noisy.

**Mr Alan Gibbs –**

Brought up the subject of litter behind the Swanwick Hall bus stop on Derby Road, Cllr. Soudah addressed this matter informing Mr Gibbs that this is not Parish land so we cannot clear it. The matter has to be reported to the school and Highways.

## **457.2/2018 Member's Observations**

### **Cllr Bruce Adams –**

Reported that a member of public has complained that large lorries all from the same company seem to be driving up High Street on a regular basis and it has a weight restriction, Cllr. Soudah stated that if they were going to Asher Lane then the weight restriction allowed access only.

### **Cllr Alan King –**

Also brought up the matter of cyclists not riding with due care and attention in the village.

**Cllr Brenda Payne –** reported that the planter on the Green was dropping to pieces.

### **Cllr Mary Barnett –**

Reported that the pavement on both sides of the entrance to the Green Car Park was now holding water.

## **457.3/2018 POLICE MATTERS**

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

## **457.4/2018 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST**

None

## **458/2018 MINUTES OF FULL COUNCIL**

### **RESOLVED:**

Minutes of Full Council held 18<sup>th</sup> January 2018 be received as correct account of the meeting. The minutes were signed by the Chair.

## **459/2018 PLANNING MATTERS**

### **459.1/2018 Planning Applications**

No comments received & no Planning Applications considered. Lily Street deferred until 19 February 2018.

## **460/2018 CLERK'S REPORT**

The Clerk's report was presented by the Clerk.

### **460.1/2018 Village Hall Site – Intrusive Investigation/ Contamination Survey**

It was noted Groundsmiths (UK) Ltd are still doing gas testing. The grouting has been put on hold until further notice.

### **460.2/2018 Vacancies in the office of Parish Councillor**

It was noted there are now a total of five 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. S Chidlow, if still interested, will be invited to submit a brief résumé to be considered for co-option at the next meeting.

### **460.3/2018 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.

#### **460.4/2018 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. When received it will be reported to Parish Councillors and then Members will then have an opportunity to make the final decision.

#### **460.5/2018 BT Poles on 76 – 80 Derby Road removal**

It was noted that the survey has been paid for and we are waiting for a date from BT when they will be undertaking the survey.

#### **460.6/2018 Swanwick Old Peoples Welfare High Street**

It was noted that Cadent are to disconnect the gas services during 16<sup>th</sup> to 22<sup>nd</sup> February and the water services have been turned off.

The Clerk has approached the demolition contractor for a date when they will be doing the works.

#### **460.7/2018 Gardening Maintenance Tender**

It was noted that we have received only two applications to our Invitation to tender for the gardening maintenance contract for 2018. Details of the tenders will be discussed under item 13 on the Agenda due to the commercial sensitivity of the tenders.

#### **460.8/2018 Rights of Way Maintenance**

It was noted that the invoice for ROW Maintenance for 2017-18 is in the process of being submitted to DCC.

#### **460.9/2018 Hanging Baskets**

This application is in the process of being submitted to DCC Highways for a permit to have hanging baskets on the lamp posts in the village.

#### **461/2018 Chair's Report**

The Chair reported that the Village Hall working Group met on Tuesday 13<sup>th</sup> February and the plans should be complete to submit to the full council within 6 weeks and the grouting is on hold until the plans have been submitted to AVBC. Costings will also be done at this time.

#### **462/2018 Councillor Updates**

##### **462.1/2018 Website activity & Social Media**

Analysis of website activity as follows –

Facebook 150 visits.

SPC Website 172 visits.

##### **462.2/2018 Village Hall Working Group Meeting 15 November 2017**

As per the Chair's report.

### 462.3/2018 Defibrillator Working Group

Met on 15<sup>th</sup> February at 6pm, the total donations to date are £3737.50 due to S Wakefield donating £600.00, so we are hoping to buy three defibrillators.

### 462.4/2018 Well Dressing

There will be 4 well dressing and there has been a lot of interest for charity stalls. The next stage is to organise entertainment and publicise the event.

### 463/2018 Correspondence & Circulars

Noted

### 464/2018 Accounts

#### 464.1/2018 RESOLVED: To approve urgent payments

Date	Cheque	To Whom Payable	Reason	Amount £
18.01.18	3788	Groundsmiths (UK) Ltd	Grouting Spec & CA App'n	900.00
18.01.18	3789	G Soudah	Phone & B/band	22.50
			Phone & B/band	45.00
24.01.18	3790	Cancelled		0.00
24.01.18	3791	C Miles	Exp's - BT Poles Survey	298.00
			Printer cartridges	26.95
			1st & 2 <sup>nd</sup> Class Stamps	10.62
			Cleaning Materials	3.90
			Cleaning Materials	1.65
25.01.18	3792/3	Employee Salary's	Wages Mth 9	2127.25
25.01.18	3794	HMRC	Tax & NI Mth 9	342.71
			<b>Total</b>	<b>3778.58</b>

#### 464.2/208

Noted To approve the following payment

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

#### 464.3/2018 Income Received

Noted

Date	Remittance	Amount £
11.01.18	601371 Fraser Brown - S Young Santander - Defib	750.00
29.01.18	BACS HMRC VAT Repayment - 01.03.17 to 31.12.17	9518.86
01.02.18	601372 Xmas tree damage repayment	582.00
	<b>Total</b>	<b>10850.86</b>



## **465/2018 Bank Reconciliation Noted**

### **Cash Book Reconciliation**

**12.01.18**

Opening Balance 01.04.17	72593.88	
Receipts to 02.01.18	149635.67	
Sub Total		222229.55
Unpresented cheques 16-17	2287.71	
Payments to 02.01.18	87,306.33	
Unpresented cheques	2817.05	
Sub Total		86776.99
Closing Balance 02.01.17		135452.56
Bank Balance at 02.01.17		135452.56

## **466/2018 Exclusion of Press & Public RESOLVED:**

### **Internet Banking**

**466.1/2018** To approve the addition of Mrs C Miles, Clerk/RFO, as an authorised signatory to the Parish Council bank account.

**466.2/2018** To approve Mrs C Miles, Clerk/RFO, to act as Service Administrator for telephone and internet banking services.

**466.3/2018** To approve Cllr George Soudah (Chair) to act as additional user for telephone and internet banking services.

**466.4/2018** To require all internet transactions to be internally pre authorised by two mandated signatories prior to instructions to the bank.

**466.5/2018** To approve making an application for a business debit card to be used only by the Clerk/RFO to make payments to suppliers for goods and services for minor purchases below £250-00.

### **Garden Maintenance Contract**

**466.6/2018** To award the Garden Maintenance contract to Perennial subject to references and further enquiries.

### **Parish Borrowing**

**466.7/2018** Members signify continued support to the Village Hall project by signing the letter to Ministry of Housing, Communities & Local Government.

**466.8/2018** To approve the submission of an application to further extend the borrowing approval for a further period of 12 months to April 2019.

### **467/2018 Items for the next agenda**

None specifically proposed.

### **468/2018 Date & Time of Next Meeting**

7.00pm 15<sup>th</sup> March 2018 at the meeting Rooms at the rear of the Baptist Church, Derby Road.

### **Meeting closed at 20.06**

Signed:

Date:

# 7.0 Clerk's Report to Swanwick Parish Council meeting 15<sup>th</sup> March 2018

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## **7.1 Village Hall Site – Intrusive Investigation/ Contamination Survey**

Groundsmiths (UK) Ltd have 2 further gas tests to do.

## **7.2 Vacancies in the office of Parish Councillor -**

There are now a total of five 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.

## **7.3 Councillor Attendance Record**

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.

## **7.4 Swanwick Recreation Grounds- Chapel Street**

Cllr. Soudah has requested further information from AVBC, which when it is received it will be reported to Parish Councillors and then Members will then have an opportunity to make a decision.

## **7.5 BT Poles on 76 – 80 Derby Road removal**

We are still waiting for a date from BT when they will be doing the survey.

## **7.6 Swanwick Old People's Welfare High Street**

Cadent have disconnected the gas services and the demolition works have been completed. The fencing completion is underway.

## **7.7 Gardening Maintenance Tender**

We have given the contract To Perennial Landscapes for the year 2018-19.

### **7.8 Rights of Way Maintenance**

The invoice for ROW Maintenance for 2017-18 has been submitted to DCC.

### **7.9 Hanging Baskets**

Now that we have selected the Gardening Company for the following year, the application can be completed and will be submitted to DCC Highways for a permit to have hanging baskets on the lamp posts in the village as soon as possible.

## Councillor Attendance Record May 2017 – April 2018

Name	May 25	June 22	July 20	Aug HOLS	Sept 15	Oct 19	Nov 16	Dec 21	Jan 18	Feb 15	Mar 15	Apr 19	%	2016-17
Adams	<b>X</b>	<b>X</b>	<b>X</b>		√	√	<b>X</b>	√	√	√			<b>56%</b>	<b>75%</b>
Barnett	<b>X</b>	<b>X</b>	<b>X</b>		√	√	√	√	<b>X</b>	√			<b>56%</b>	<b>83%</b>
Davies	<b>X</b>	<b>X</b>	√		<b>X</b>	√	√	<b>X</b>	<b>X</b>	<b>X</b>			<b>33%</b>	<b>75%</b>
King	<b>X</b>	√	√		√	√	<b>X</b>	√	<b>X</b>	√			<b>67%</b>	<b>83%</b>
Payne	√	√	√		√	√	√	√	√	√			<b>100%</b>	<b>100%</b>
Soudah	√	√	√		√	√	√	√	√	√			<b>100%</b>	<b>100%</b>
Hayes	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>			<b>0%</b>	<b>0%</b>
Wilson	√	<b>X</b>	<b>X</b>		√	√	√	<b>X</b>	√	√			<b>67%</b>	<b>83%</b>
Smith	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>			<b>0%</b>	<b>0%</b>
Marshall-Clarke	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>			<b>0%</b>	<b>0%</b>

Updated 06/02/2018

# Derbyshire Association of Local Councils



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## Circular No. 04/2018

To all Member Town and Parish Councils and Parish Meetings

### GENERAL CIRCULAR

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#### In this Circular:

- **DALC Spring Seminar**
- **New Training offering planned**
- **GDPR**
- **NALC Lobby**
- **Keep Britain Tidy campaign**
- **Census Survey of Parish and Town Councillors**
- **National Agreement (Clerk Model Contract)**
- **Collaborative Working with a Principal Council**
- **Consultation on Waste Crime**
- **Consultation on implementing Geological Disposal**
- **New Legal Briefings**
- **Training in Leicestershire – Grants and Grant Funding**

#### 1. **DALC SPRING SEMINAR**

Preparations are well underway for our annual Spring Seminar which, this year, will be held at Morley Hayes Conference Centre just outside Derby. The theme for the event is 'Maximising your Impact' and will have lined up speakers to consider how you are able to add real value to the valuable work you already do in your communities. We will be covering topics including antisocial behaviour and how to support the police in their work on this, creating dementia friendly communities and the benefits of allotments to communities. We will once again be bringing you a prize quiz and some thought provoking workshop sessions.

The venue has space for approximately 50 delegates so please don't delay in reserving your place. The cost will be £50 to include a hot lunch (with dessert!!)

We look forward to seeing you there.

## **2. NEW TRAINING OFFERING PLANNED**

We are planning a package of training sessions of approximately 1 hour in length that can be delivered prior to the start of a Council meeting. The cost for a session would be £100 plus travelling expenses. We are looking at Code of Conduct training initially but please get in touch if there are any specific topics that your council would like to have on the programme.

## **3. GDPR**

Following our latest briefing session on GDPR, it is clear that Councils are at different places in their journey towards compliance. I have spoken to our trainer on GDPR with a view to providing another session – but would ideally like some feedback from yourselves as to what needs to be covered. I am considering a working session where we help you through setting a route map (apologies for the management speak) towards compliance, because the feeling from the ICO is very much that if councils have this in place and are working towards it, they will be looked at much more favourably than if they haven't done so. Please get in touch if you have any thoughts on this.

## **4. NALC LOBBY DAY**

Each year, NALC organise this day as an opportunity to lobby MPs on those matters that are most relevant to the parish and town council sector. If there are issues specific to your council that you would like us to lobby on, please get in touch with details, and the name of your local MP. Key issues being put forward by NALC are:

- Empower communities to have greater say over decisions that affect them
- Build capacity and support for councillors through training and development
- Devolve more powers to local councils and engage and strengthen relationships between councils at all levels
- Refrain from extending council tax referendums and reform non-domestic rates

Please also sign up to our [thunderclap](#) to show your support.

## **5. KEEP BRITAIN TIDY CAMPAIGN**

The Great British Spring Clean is taking place on 2-4 March 2018. The aim is to bring people across the country together to clear up the litter that blights our towns, villages and countryside. Click [here](#) to register your place and find out more about the Great British Spring Clean.

## **6. CENSUS SURVEY OF PARISH AND TOWN COUNCILLORS**

NALC are currently conducting a survey of councillors which will help inform their work. Take the survey by clicking [here](#)

## **7. NATIONAL AGREEMENT (CLERK MODEL CONTRACT)**

NALC and the Association of Local Council Clerks met recently to start discussions on updating the Clerk Model Contract to bring them in line with legislation and expectations of the sector. We will keep you updated as more information becomes available.

## **8. COLLABORATIVE WORKING WITH A PRINCIPAL COUNCIL**

NALC and the Local Government Association are looking for examples of collaborative working between the two sectors. If you would be willing to provide a short case study on work you are doing, please get in touch with Wendy or Glen.

## **9. CONSTULATION ON WASTE CRIME**

If you would be interested in responding to this [consultation](#), please get in touch and we will forward your comments to NALC who will put forward a sector response.

## **10. CONSULTATION ON IMPLEMENTING GEOLOGICAL DISPOSAL**

If you are interested in responding to the consultation on the above please see the [NALC briefing note](#) and any comments you send us will be forwarded to NALC for them to develop a sector response.

## **11. NEW LEGAL BRIEFINGS**

There are 2 new legal briefings from NALC:  
[GDPR: Reporting Personal Data Breaches](#)  
[Financial Assistance to Churches](#)

## **12. TRAINING IN LEICESTERSHIRE – GRANTS AND GRANT FUNDING**

And short notice but the Leicestershire and Rutland Association of Local Councils have a few spare places on the following course. Steven Lugg gave the same training in Derbyshire at the end of last year and it was very well received. LRALC are willing to offer places at their member rate if you are interested.

**Finding & Bidding for Project Funding – 26<sup>th</sup> February 2018, 6.00pm – 9.00pm (presented by Steven Lugg, Chief Executive, Hampshire Association of Local Councils). Contact Kirstie on 0116 235 3800.**

With finances tight across local government and the possibility of precepts being capped in the future, now more than ever it is important that local councils understand the range of funding sources available to them, and how to successfully bid for them. This session is specifically designed for local councils (Clerks, Councillors, and Chairs alike). COST: £35 per member delegate.

Following this course you will be able to:

- Find appropriate funding for your particular project
- Understand the bidding process
- Potentially successfully bid for the funding on offer

**Wendy Amis  
Chief Officer**

**February 2018**

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Member Councils”***

[www.derbyshirealc.gov.uk](http://www.derbyshirealc.gov.uk)

**TRAINING & EVENTS DIARY**

<b>DATE</b>	<b>SUBJECT</b>	<b>CIRCULAR/ REF</b>	<b>VENUE</b>	<b>COST</b>	<b>CPD POINT</b>	<b>TRAINER</b>
5 March 2018 (10am – 3.30pm)	CiLCA Day 2	14/2017	Cromford	# £250	2.5	Jo Taylor
12 March 2018 (10am – 3pm)	Law & Good Practice of Local Council Meetings + Update on GDPR Legislation	09/2017	Gothic Warehouse, Cromford Mill	£60 per delegate	2.5	Alan Fairchild
17 April 2018	Spring Seminar	14/2017	Morley Hayes	£50 per delegate	2.5	

**\* Up to 3 delegate places free per council on the enhanced subscription scheme  
# for both days and follow up support; a further £250 is payable to SLCC for the  
examination and certificate**