

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 15th 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 18th 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 16th to 22nd 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 13th 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 15th 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 nd 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
			Total	3778.58

464.2/208

Noted To approve the following payment

To Whom Payable	Reason	Amount £
	Total	0.00

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
	Total	10850.86

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 15th March 2018 at the meeting Rooms at the rear of the Baptist Church, Derby Road.

Meeting closed at 20.06

Signed: G Soudah

Date: 15th March 2018

Page 5 of 5