

**SWANWICK PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
THURSDAY 17<sup>th</sup> May 2018 at 7pm**

**Present:** Cllrs Adams, Chidlow, 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:**

J Briggs, D Smith

**499/2018 APOLOGIES**

Cllrs Barnett, Davies

**500/2018 ELECTION OF CHAIR**

**RESOLVED:**

Cllr George Soudah was elected as Chair.

**501/2018 ELECTION OF VICE CHAIR**

**RESOLVED:**

Cllr Brenda Payne was elected Vice Chair

**502/2018 DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Soudah & Cllr Payne signed the Declaration of Acceptance of Office

**503/2018 REGISTER OF MEMBERS' INTEREST**

Although Forms completed previous year, Members were reminded to update the register of member's interest with any changes since last completed.

**504/2018 TIME & PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL**

**RESOLVED:**

To continue holding meetings on the third Thursday of each month except in August when there will be no meetings; the Statutory Annual Parish Council Meeting to be held on 16<sup>th</sup> May 2019.

**505/2018 PARISH COUNCIL COMMITTEES**

**RESOLVED:**

Not to reinstate committee structure and continue with Lead Councillors.

**506/2018 VARIATION OF ORDER OF BUSINESS**

None

**507/2018 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.19.2

The Councillor remained in the meeting.

## **508/2018 PUBLIC PARTICIPATION**

### **508.1/2018 Public Speaking –**

**JB** made comment about proposed Lily Street amendment.

**DS** made comments regarding problem parking on the Green.

### **508.2/2018 Member's Observations**

#### **Cllr Bruce Adams –**

Reported that complaints had been received regarding the plants in the village, the Clerk reported that summer planting is due around first week in June and a meeting with the new contractors, Chair Soudah and the Clerk had taken place to iron out any issues.

#### **Cllr Sue Chidlow –**

Asked about lack of dog bins in the village, especially around Derby Road near Sleetmoor Lane, where she has witnessed lots of used bags thrown into the grass verges and hedges. The Clerk is to liaise with AVBC and also look into the costs involved in the Parish Council supplying bins.

### **508.3/2018 POLICE MATTERS**

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

### **508.4/2018 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST**

None

### **509/2018 MINUTES OF FULL COUNCIL**

#### **RESOLVED:**

Minutes of Full Council held 19<sup>th</sup> April 2018 be received as correct account of the meeting. The minutes were signed by the Chair.

### **510/2018 PLANNING MATTERS**

#### **510.1/2018 Planning Applications**

No comments received & no Planning Applications considered.

### **511/2018 CLERK'S REPORT**

The Clerk's report was presented by the Clerk.

#### **RESOLVED:**

To allow the following to be reviewed and publicised as required by the Chair/Clerk –

**511.1/2018 Standing Orders May 2016 (Rev. 06/17)**

**511.2/2018 Financial Regulations May 2016 (Rev. 06/17)**

**511.3/2018 Customer Complaint Procedure May 2016 (Rev. 06/17)**

**511.4/2018 Code of Conduct May 2017 (Rev. 06/17)**

**511.5/2018 Inventory of land and assets including buildings and office equipment May 2017**

**511.6/2018 The review of the Council's and/or staff subscriptions to other bodies was done in March 2018.**

**511.7/2018 The Council's Publication Scheme May 2016 (Rev. 06/17)**

**511.8/2018 Retention of documents May 2016 (Rev. 06/17)**

**511.9/2018 Vacancies in the office of Parish Councillor**

It was noted that there are still 4 vacancies for Parish Councillors.

**511.10/2018 Councillor Attendance Record**

It was noted that a table showing attendance record of Members and Borough and County Councillors for the year 2017-18 was provided.

**512/2018 Chair's Report**

A verbal report to Council listed the range of activities that the Chair has been involved in.

**512.1/2018 Local Plan**

The upcoming Local Plan Independent Examination starts on 12th June 2018 and will be attended by either Cllr Soudah or John Briggs to make representations on behalf of the Parish Council.

**512.2/2018 Village Hall**

Still dealing with Village Hall planning issues raised by AVBC.

**512.3/2018 Extension of Borrowing Approval**

Currently Chair is waiting for response from Housing, Communities & Local Government in response to application submitted on 28<sup>th</sup> February 2018 to extend the period of borrowing approval for a further one year.

**513/2018 Councillor Updates**

**513.1/2018 Website activity & Social Media**

Analysis of website activity as follows –

There has been a marginal increase in Facebook activity this month. People who were complaining about aspects of the community hall development were invited to attend the Parish Council Meeting to make representations.

**513.2/2018 Village Hall Working Group**

No meeting this month.

**513.3/2018 Defibrillator Working Group**

The first defibrillator has been purchased and was on display at the Well Dressing. **Cllr Adams** said that he would help the Defibrillator Group in looking at sites for the position of the three defibrillators.

**513.4/2018 Well Dressing**

**Cllr Soudah** reported that it was well attended and we had 5 Well Dressings this year which were all very good, also over 300 children from Swanwick Primary School participated in the painted paper plate's competition. He also relayed thanks to Rob Castledine, Cllr Sue & Dave Chidlow, Clerk Cheryl & Kev Miles, Cllr Brenda & Richard Payne for all their help in setting up and clearing away for the Well Dressing. Cllr Payne stated that some of the Well Dressing participants have requested that next year it be delayed by a week due to activities at May Day bank holiday.

**514/2018 Correspondence & Circulars  
Noted**

**515/2018 Accounts**

**515.1/2018 RESOLVED: To approve urgent payments**

Date	Cheque	To Whom Payable	Reason	Amount £
04.04.18	3813	Cawarden	SSC Demolition	11,940.00
05.04.18	3815	Clerks Expenses	Well Dressing paper plates	7.00
			SSC - Sign Fixings	4.99
			Adhesive for plaques-Mem Gdn	7.99
			Cleaning Materials	11.55
			Copier Paper	10.00
			Printer cartridges	12.88
17.04.18	D/D	Haven Power	Electric Utility	13.00
17.04.18	3816	C Froggatt	Village Hall Artist Drawing	60.00
17.04.18	3817	M Barnett	Honorarium Qtr 1	80.00
17.04.18	3818	Swanwick W.I.	Flowers WD18	20.00
17.04.18	3819	Lynne Barnett (CTS)	Flowers WD18	20.00
17.04.18	3820	Swanwick School & Sports College	Flowers WD18	20.00
17.04.18	3821	2nd Swanwick Scout Group	Flowers WD18	20.00
23.04.18	DD	NEST	Employees Pension Contribution 02/18	56.44
23.04.18	DD	NEST	Employers Pension Contribution 02/18	47.04
27.04.18	51112405	Staff Salary	Wages Mth 1	1,234.70
27.04.18	51112386	Staff Salary	Wages Mth 1	863.20
30.04.18	51239289	Openreach	Removal of poles SPC Land	779.89
30.04.18	51239229	Zurich Town & Parish Insurer Trust	Annual Insurance 2018-19	445.27
30.04.18	51239261	The Two Counties Trust	WD-S Hall Dining room hire	311.50
30.04.18	51239276	HMRC Cumbernauld	Mth 1 Deductions	328.35
30.04.18	51239291	Ilkeston Fencing Ltd	SSC fencing alterations	798.05
30.04.18	51239658	Imperative Training Ltd	1 Defib and case	1,762.80
02.05.18	3822	Swanwick Primary School	Flowers WD18	20.00
12.05.18	3823	Sofia Steel Band Entertainment	Steel Band WD18	600.00
12.05.18	3824	J Smith	1st Aider WD18	50.00
			<b>Total</b>	<b>19524.65</b>

**515.2/2018 RESOLVED: To approve the following payment**

To Whom Payable	Payment Ref	Reason	Amount £
B Wood	BACS	Internal Audit 2018	113.20
Perennial Landscaping	BACS	Grounds Maintenance for April 2018	252.00
Iansprint	BACS	Various photocopying and adhesive labels	59.44
Staff	BACS	Mth 2 Salaries	2097.90
HMRC	BACS	Mth 2 Deductions	328.35
NEST	BACS	Mth 2 Mth 2 Deductions	103.48
The Chair	CHQ	1st Half Chair's Allowance	400.00
		<b>Total</b>	<b>3354.37</b>

**515.3/2018 Income Received Noted**

Date	Remittance	Amount £
30.04.18	BACS HMRC VAT Repayment 03/18	512.39
30.04.18	BACS April 18 Precept	74625.00
03.05.18	601375 Swanwick Allotment Association	137.00
	<b>Total</b>	<b>75274.39</b>

**516/2018 Bank Reconciliation****Noted:****Cash Book Reconciliation****02.05.18**

Opening Balance 01.04.18	129149.34	
Receipts to 02.05.18	75137.39	
Sub Total		204286.73
Payments to 02.05.18	22794.15	
Unpresented cheques	160	
Sub Total		22634.15
Closing Balance 02.05.18		181652.58
Bank Balance at 02.05.18		181652.58

**517/2018 Exclusion of Press & Public**

None.

**518/2018 Items for the next agenda**

None specifically proposed.

**519/2018 Date & Time of Next Meeting**7.00pm 21<sup>st</sup> June 2018 at the Meeting Room at the rear of the Baptist Church, Derby Road.**Meeting closed at 20.30**Signed: *G Soudah*Date: 21<sup>st</sup> June 2018