

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 18th January 2018 at 7.15pm**

Present: Cllrs Adams, 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, S Chidlow, R Castledine.

439/2018 APOLOGIES

Cllrs Barnett, Davies & King

440/2018 VARIATION OF ORDER OF BUSINESS

No variation proposed

441/2018 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.11.2

The Councillor remained in the meeting.

442/2018 PUBLIC PARTICIPATION

442.1/2018 Public Speaking

Cllr. David Wilson –

Lily Street report has been withdrawn from AVBC Planning Board Meeting 15 January 2018 due to notice errors by AVBC. All speakers will be registered for the next meeting. Suggested all speakers should meet up before the meeting to ensure that they aren't repeating each other's points.

Mr John Briggs –

Lily Street application has been postponed due to it not being advertised correctly in the press, JB said that he had been pointing out several problems with the documentation since Sept 2017, it is not up to the public to point out AVBC's mistakes.

Mr Rob Castledine (Caretaker) –

Comments from members of the public –

1. Lack of rubbish bins in the village.
2. Litter behind the Swanwick Hall bus stop on Derby Road – RC to take a photo for the Clerk to submit to AVBC and also to request more bins.

442.2/2018 Member's Observations

Cllr Bruce Adams –

Complimented the Caretaker on litter picking during the week as it has been very windy on bin collection days blowing lots of rubbish all over the place.

Cllr Brenda Payne – also reported that members of the public had been complaining about the rubbish behind Swanwick Hall bus stop and she has asked them to report it to the school and AVBC.

442.3/2018 POLICE MATTERS

1. Payment for the repairs/replacement of damaged lights is due by 31st January 2018 under a Restorative Justice Agreement.
2. PSCO Plant has also spoken to member of public who was parking on the pavement at the Garden on the Green.

442.4/2018 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST

None

443/2018 MINUTES OF FULL COUNCIL RESOLVED:

Minutes of Full Council held on 21st December 2017 be received as correct account of the meeting. The minutes were signed by the Chair.

444/2018 PLANNING MATTERS

444.1/2018 Planning Applications

Lily Street deferred.

445/2018 CLERK'S REPORT

The Clerk's report was presented by the Clerk.

445.1/2018 Village Hall Site – Intrusive Investigation/ Contamination Survey

It was noted that Groundsmiths have completed the Phases 3 Grouting Specification and will submit it to the Coal Authority. The gas sampling is still being done for the Site Contamination Survey.

PROPOSED:

445.1.1/2018 To pay Groundsmiths £750.00 to complete application to Coal Authority and submit the Specification of works necessary.

RESOLVED:

445.1.2/2018 To pay Groundsmiths £750.00 to complete application to Coal Authority and submit the Specification of works necessary.

445.2/2018 Vacancies in the office of Parish Councillor

There are now a total of five vacancies for Parish Councillors. The Clerk urged members to increase the effort to persuade any resident to consider applying to be co-opted as a Parish Councillor. It was noted that Sue Chidlow has indicated that she is interested in becoming a Councillor.

445.3/2018 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.

445.4/2018 Swanwick Recreation Grounds- Chapel Street

NOTED:

It was noted that AVBC has asked if SPC are ready to take over the grounds. The Chair will again request further information from AVBC before submitting it to the full Council for consideration. In principle and subject to satisfactory enquiries, the PC is amenable to take on sole trustee role.

445.5/2018 BT Poles on 76 – 80 Derby Road removal

It was noted that Openreach require £298 to do a survey on the site to determine if either of the poles are live. This will then enable BT to quote for the removal of the poles. If they are not live BT will refund the survey fees.

PROPOSED:

445.5.1/2018 To pay Openreach £298 to do the survey.

RESOLVED:

445.5.2/2018 To pay Openreach £298 to do the survey.

445.6/2018 Swanwick Old Peoples Welfare High Street

It was noted that Cadent have given us a date 16th February 2018 to disconnect the gas services, and are still waiting on Severn Trent to quote for the disconnection of water services. The Clerk approached the demolition contractor with the lowest quote and asked them to try and reduce it, they came back with a quote of £9,950.00 + VAT.

PROPOSED:

445.6.1/2018 To instruct Cawarden to do the demolition at £9,950.00 + VAT.

RESOLVED:

445.6.2/2018 To instruct Cawarden to do the demolition at £9,950.00 + VAT.

445.7/2018 Gardening Maintenance Tender

It was noted that we have not received any response to our Invitation to tender for the gardening maintenance contract for 2018; the deadline is 31st January, 2018.

445.8/2018 Parking on the Green

It was noted that The Clerk has liaised with PSCO Plant about parking on the pavement in front of the garden on The Green. He has spoken to the owner and advised them to park elsewhere.

445.9/2018 Mud on Derby Road

It was noted that The Clerk has reported this issue twice to DCC Highways and is awaiting it to be dealt with.

445.10/2018 Well Dressing

It was noted that Swanwick Hall has confirmed that the Dining Room has been booked for 12th May 2018 for the Well Dressing event.

445.11/2018 Crays Hill Bus Shelter

It was noted that AVBC have reported to the Clerk that the bus shelter on Crays Hill has been damaged and it has been arranged for the Caretaker to repair it.

446/2018 Chair's Report

Items covered during Clerk's Report.

447/2018 Councillor Updates

447.1/2018 Website activity & Social Media

Analysis of website activity as follows –

Facebook 263 visits.

SPC Website 206 visits.

447.2/2018 Village Hall Working Group Meeting 15 November 2017

The VHWG had a meeting prior to the Swanwick Parish meeting. It has been decided to prepare the planning application for submission within 6-8 weeks. Also the grouting works would be put on hold until full planning application submitted to AVBC. The consultation may throw up a number of additional issues. Work on grouting, land clearance and preparation of the site will be on hold until planning application is determined.

447.3/2018 Defibrillator Working Group

The next meeting is on 15th February at 6pm at the rooms behind the Baptist Church. We have received the second donation of £750.00 from Steve Young. The total of all donations received so far is £3137.50, which should get us two defibrillators.

447.4/2018 Well Dressing

Swanwick Hall School has confirmed booking. The next meeting of the Well Dressing Working Group is on Tuesday 13th February at 6pm at the Parish Offices on Derby Road.

448/2018 Correspondence & Circulars

Noted

449/2018 Accounts

449.1/2018 RESOLVED: To approve urgent payments

Date	Cheque	To Whom Payable	Reason	Amount £
05.12.17	3769	The Pantry	Civic Service Catering	475.00
07.12.17	3770	EMECS	SCC Asbestos Survey	300.00
07.12.17	3771	The Pantry	Civic Service Catering	95.00
07.12.17	3772	Cancelled		0.00
07.12.17	3773	M Barnett	Honorarium Qtr 4	80.00
11.12.17	3774	Cancelled		0.00
12.12.17	3775	New Farm	Xmas tree	250.00
11.12.17	3776	Crich Brass	Civic Service Band	140.00
31.12.17	3777	Employee Salary	Wages Mth 9	1,343.13
31.12.17	3778	Employee Salary	Wages Mth 9	884.92
18.12.17	3779	HMRC	Tax & NI Mth 9	411.41
18.12.17	3780	St Andrew's Church	Civic Service Programmes	39.00
19.12.17	3781	C Miles	Exp's - payment stamp design	6.00
			SPC payment stamp	19.32
			Civic Service - supplies	23.88
			Civic Service - squash	2.00

			Well Xmas lights	12.74
			Civic Service - O Juice	4.00
			Well Xmas lights batteries	7.00
			Postage	1.75
21.12.17	3782	Broughton Contracting	SCC Excavation	300.00
21.12.17	3783	LITE Ltd	Xmas Light Contractor	10,674.00
21.12.17	3783	LITE Ltd	Xmas Light Contractor	468.00
21.12.17	3783	LITE Ltd	Xmas Light Contractor	1,950.00
21.12.17	3783	LITE Ltd	Credit Note - Xmas Light Contractor used with payment 3783	-1,428.00
21.12.17	3784	Cadent Gas Ltd	SCC Gas Disconnection	1,230.00
03.01.18	3785	LITE Ltd	Xmas tree lights repairs	582.00
03.01.18	3786	Swanwick C of E Girls School Trust	Civic reception room hire	30.00
03.01.18	3787	Iansprint Ltd	copying Sept-Dec 2017	61.79
			Total	17962.94

449.2/208 To approve the following payment.

Noted

To Whom Payable	Reason	Amount	£
	Total		0.00

449.3/2018 Income Received

Noted

Date	Remittance	Amount	£
		Total	0.00

450/2018 Bank Reconciliation

Noted

451/2018 Exclusion of Press & Public

RESOLVED:

To approve the Clerks Contract of Employment from 1st March 2018.

452/2018 Items for the next agenda

None specifically proposed.

453/2018 Date & Time of Next Meeting

7.00pm 15th February 2018 at the meeting Rooms at the rear of the Baptist Church, Derby Road.

Meeting closed at 20.15

Signed: *G Soudah*

Date: 15th February 2018