

SWANWICK PARISH COUNCIL

Clerk to the Council
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Swanwick
Derbyshire
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27th April 2020

You are summoned to attend the **Meeting of Swanwick Parish Council** to be held on **Thursday 30th April 2020 at 10.00am by video conferencing.**

Arrangements for members of the public if you are a resident of Swanwick and would like to join this video conference, then please email clerk@swanwickparishcouncil.org.uk. Residents will then be sent a link with password to enable them to join the meeting. Unfortunately, this is necessary to prevent 'trolling' of the meeting.

If you are a resident who does not have access to the internet, any questions or comments on any agenda item can be made in writing by either email or posting to the address above and submitted by 5.00pm on 29th April 2020. These will be responded to in Public Speaking as usual.

Clerk to the Council

AGENDA

1. Apologies

Members are reminded to give their apologies direct to the Clerk, these must be made **well in advance** (barring last minute emergencies) of the meeting giving the Clerk enough time to cancel if there is a prospect of the meeting not being quorate.

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 4D 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 is on the following web pages 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 20th February 2020

5.2 To receive the Confidential Minutes of the Meeting held 20th February 2020

6. Planning Matters

6.1 Planning Applications for comment: All applications can be viewed at 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 Vacancies in the Office of Parish Councillor

7.2 Councillor Attendance record 2020/21

7.3 Standing Orders

7.4 Scheme of Delegation

7.5 Limited Assurance Review of Annual Return for the Year ended 31st March 2020

7.5.1 Annual Governance Statement 2019-20

7.5.2 Accounting Statement 2019-20

7.5.3 Annual Internal Audit 2019-20

7.5.4 Exercise of Public Rights

7.6 Hanging Baskets

8. Chair's Report (Verbal Report)

9. Councillors' Updates

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

10.1 DALC 04 – 2020

10.2 DALC 05 – 2020

11. Accounts

11.1 To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
02.03.20	DD	Haven Power	Electric Utility	17.00
17.03.20	DD	Haven Power	Electric Utility	17.00
18.03.20	BACS	Ground Support Services	Interim grouting payment for invoice 32308 Nov 2019	10,000.00
25.03.20	BACS	G Soudah	Chairs Phone & B/band Dec19-Feb20	45.00
25.03.20	BACS	Swanwick Baptist Church	Room rent Jan-Mar2020	90.00
25.03.20	BACS	Swanwick PCC	2020 Floodlight contribution	130.00
25.03.20	BACS	Grasstrack	Feb 2020 Ground Maintenance	896.00
25.03.20	BACS	DALC	2020-21 Annual Subscription	1,001.58
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	14.99
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	25.96
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	43.90
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	24.95
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	8.84
30.03.20	DEBIT CARD	Amazon	Caretakers PPE	18.99
31.03.20	DEBIT CARD	O2	Clerks phone Feb 2020	17.22
31.03.20	DD	UKDMO - PWLB	Loan No 509437	11,957.75
			Total	24309.18

11.2 To approve payments to the following:

To Whom Payable	Payment Ref	Reason	Amount £
Staff	BACS	Mth 1 Year End 2021 Salaries	2737.81
HMRC	BACS	Mth 1 Tax & NI Contribution Year End 2021	670.13
NEST	D/D	Mth 1 Pension Deduction & Employer Contribution Year End 2021	230.14
Grasstrack	BACS	March 2020 Maintenance	896.00
Grasstrack	BACS	Supply/plot memorial tree	114.00
Iansprint	BACS	Copying March 2020	25.82
		Total	4673.90

11.3 Income Received:

Date	Remittance	Amount £
13.03.20	605983 C Miles - Civic Service Surplus	45.00
16.03.20	605981 Memorial Tree Dedication - I Armstrong	100.00
20.03.20	BACS J & S Litchfield Plot 2b Nether Close Allotment 2020-23	45.00
20.03.20	605983 T Rowe Plot 1a Nether Close Allotment 2020-23	45.00
24.03.20	BACS Mr & Mrs Trayler Plot 1b Nether Close Allotment 2020-23	45.00
30.03.20	BACS Mr & Mrs North Plot 3 Nether Close Allotment 2020-23	90.00
	Total	370.00

12. Bank Reconciliation

Cash Book Reconciliation

31.03.20

Opening Balance 01.04.19	181,054.23	
Receipts to 31.03.20	531,503.05	
Sub Total		712,557.28
Payments to 31.03.20	219,557.40	
Unpresented cheques 2018/19	0.00	
Sub Total		219,557.40
Closing Balance 31.03.20		492,999.88
Bank Balance at 31.03.20		492,999.88

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: TBC