

**SWANWICK PARISH COUNCIL
MINUTES OF THE VIRTUAL ANNUAL PARISH COUNCIL MEETING
THURSDAY 6th May 2021 at 7.00pm**

Present: Cllrs Bates, Chidlow, Goodier, Grant, Payne, Soudah, Trenear

Members of the Public:

J Briggs (part)

Members of the public listed waived their right to anonymity under the Data Protection Act:

937/2021 APOLOGIES

Cllrs Barnett and King

938/2021 ELECTION OF CHAIR

Cllr G Soudah was sole nomination and elected un-opposed

939/2021 ELECTION OF VICE CHAIR

Cllr B Payne was sole nomination and elected un-opposed

940/2021 SIGNING DECLARATION OF ACCEPTANCE OF OFFICE

Both Cllrs deemed to have signed for the purposes of the virtual meeting and will sign Acceptance of office at a later date

941/2021 VARIATION OF ORDER OF BUSINESS

None

942/2021 REGISTER OF MEMBERS' INTEREST

Members noted the responsibility to register any changes in member's interest

943/2021 TIME AND PLACE OF ORDINARY MEETINGS

RESOLVED:

To hold ordinary parish council meetings on the following dates:

15 July 2021

16 September 2021

18 November 2021

20 January 2022

17 March 2022, and

19 May 2022 Annual Parish Meeting and Statutory Annual Parish Council Meeting.

944/2021 COMMITTEE STRUCTURE OR LEAD COUNCILLOR

RESOLVED:

To continue with current arrangements of lead councillors

945/2021 DECLARATIONS 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.

None declared

946/2021 PUBLIC PARTICIPATION

946.1/2021 Public Speaking –

None

946.2/2021 Members' Observations

Cllr Grant raised the issue of redundant village signs on Derby Road (from Alfreton) and Pentrich Road. Could these be refurbished or removed.

Cllr Goodier asked if Clerk will approach DCC to suggest planting of wild flowers on central reservation when works are completed.

Cllr Bates raised, on behalf of a resident, the possibility of traffic calming measures to deter speeding vehicles at the Swanwick end of Sleetmoor Lane given that the new developments will also increase traffic flows. It was agreed he would advise the resident to contact DCC Highways direct in the first instant.

946.3/2021 Police Matters

None

946.4/2021 Representations or Evidence from Members Declaring A Prejudicial Interest

None

947/2021 MINUTES OF FULL COUNCIL

RESOLVED:

Minutes of the Virtual Full Council held 18 March 2021 be received as correct account of the meeting.

The minutes were signed by the Chair.

948/2021 PLANNING MATTERS

All members were circulated with planning applications on reserved matter submitted by Peveril Homes. No comments received about planning applications

949/2021 CLERK'S REPORT

949.1/2021 Review of Policies and Procedures

RESOLVED:

To authorise the Chair/Clerk to review and publish the above list of policies on the parish council website as appropriate.

949.2/2021 Scheme of delegation

Cllr Grant suggested that whilst the Clerk was still on extended sick leave, the scheme of delegation should involve at least two people. With the Chair also acting as Clerk, the proposal in the meantime was to include 'in consultation with the Vice Chair'. The scheme of delegation was amended accordingly without the need for a further vote.

RESOLVED:

To authorise the Scheme of Delegation for the year May 2021-May 2022.

The Clerk, in consultation with the Chair or Vice Chair, shall have delegated authority to make decisions on behalf of the Council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations.

949.3/2021 Councillor Attendance Record 20/21

Members noted the update.

At this point in the meeting Cllr B Payne as Vice Chair was asked to preside over the meeting to allow the Acting Clerk to present the elements of the report covering the Audit. Cllr Payne took the Chair.

949.4/2021 Audit – Limited Assurance Review Fees

RESOLVED:

To authorise the Clerk to pay the Limited Assurance review fees of £1300-00 (plus VAT).

949.5/2021 Annual Governance Statement 2020-21

RESOLVED:

To approve the Annual Governance Statement for year ended 31st March 2021.

949.6/2021 Explanation of Variances & High Reserves

Members noted the explanation of variances and the reserves held.

949.7/2021 Accounting Statement 2020-21

RESOLVED:

To approve the Accounting Statement for 2020-21

949.8/2021 Annual Internal Audit

RESOLVED:

To authorise the Clerk to appoint B Wood as an Independent Internal Auditor and to pay the appropriate fees on completion of the internal audit.

949.9/2021 Exercise of Public Rights

RESOLVED:

To approve the 30 day period Monday 14 June – Friday 23 July 2021 for the exercise of public rights. Notice to be posted by 11 June 2021

949.10/2021 Hanging Baskets

Members noted the issue of permit subject to update of PLI being sent to DCC.

949.11/2021 DALC Subscription 2021-22

RESOLVED:

949.11.1/2021 To take up the full subscription from DALC

949.11.2/2021 To authorise the clerk to pay the full annual subscription to DALC of £1045.32

At this point Cllr B Payne stood down as presiding chair and Cllr G Soudah took the Chair for the rest of the meeting.

950/2021 CHAIR'S REPORT

950.1/2021 Allotments – Boundary Dispute

RESOLVED:

950.1.1/2021 To authorise the Chair to instruct a solicitor/ counsel to initiate legal proceedings to recover the allotment land occupied by resident of 27 The Delves.

950.1.2/2021 To authorise the Chair to instruct qualified surveyor to survey boundary and plot maps at a cost of £475 plus VAT and licence for OS maps £58 Plus VAT (Total £533 plus VAT)

950.2 Electricity Supply at Changing Rooms

There was some discussion about the merits of seeking new supplier. The current contract runs till July 2023. A suggestion was made to disconnect the supply pending full relaxation of the pandemic restrictions. Cllr Trenear identified potential insurance cover implications of removing or reducing frost stat settings. The Clerk undertook to check if there are any specific Insurance requirements.

RESOLVED:

950.2.1/2021 To authorise the Chair to engage a professional electrician to investigate current usage and assess the maximum capacity required.

950.3/2021 Anti-Social Behaviour

Members noted the Report and that Public Spaces Prohibition Order (PSPO) now covers the Play Area & Pitches is available to view on AVBC website

950.4/2021 Damage to Memorial Gardens Paving

Cllr Bates questioned whether the slabs were stolen or damaged. The Clerk reported the slabs had been vandalised and scattered. Members noted report

950.5/2021 Repairs to Chapel Street Play Area

RESOLVED:

950.5.1/2021 To authorise the Chair to accept the quote for Option 2 from Soft Surfaces Ltd for black EPDM at a cost of £3,360+VAT.

950.5.2/2021 To authorise the Chair to accept the quote for Option 1 and repair existing side fence from Ilkeston Fencing at a cost of £3,858.15+VAT

950.6/2021 Security CCTV

After a brief discussion, a suggestion was made to explore the use of security lighting as well.

RESOLVED:

To authorise the Chair to discuss installation of security CCTV/ lighting with the Scouts (and Police if appropriate); to seek quotations for the works necessary.

950.7/2021 Village Hall Development

RESOLVED:

950.7/2021 To authorise the Clerk/Chair to pay Ground Support Services the balance of the account £24,320-00.

951/2021 Councillor Updates

951.1/2021 Village Hall Working Group

VHWG had not met since the last council meeting. Next meeting will be focussed on fundraising.

951.2/2021 Swanwick Recreation Grounds

RESOLVED:

To authorise the Clerk/Chair to undertake a review of fees chargeable to teams using the facilities. New charges to be with effect of the next season.

952/2021 Correspondence & Circulars

952.1/2021 **NOTED** DALC – 2021 March Newsletter circulated separately

953/2021 Accounts**953.1/2021 RESOLVED: To approve urgent payments**

Date	Payment Method	To Whom Payable	Reason	Amount £
11.03.21		British Gas REVISED	Electric Utility Chapel Str Jul 715363873	63.93
11.03.21		British Gas REVISED	Electric Utility Chapel Str Aug 715363874	157.30
11.03.21		British Gas REVISED	Electric Utility Chapel Str Sep 715363875	160.35
11.03.21		British Gas REVISED	Electric Utility Chapel Str Oct 715363876	171.27
11.03.21		British Gas REVISED	Electric Utility Chapel Str Nov 715363877	168.14
11.03.21		British Gas REVISED	Electric Utility Chapel Str Dec 715363878	183.41
11.03.21	DD	British Gas REVISED	Electric Utility Chapel Str Jan 715363879	187.75
17.03.21	DD	British Gas REVISED	Electric Utility Chapel Str Feb 991392709	171.22
21.03.21	DEBIT CARD	ZOOM	Online Meetings 21.03.21 - 20.04.21	14.39
30.03.21	DEBIT CARD	O2	Clerk's Phone	13.80
31.03.21	BACS	Clerk Salary	Salary Mth 12 2020-21	1,382.20
31.03.21	BACS	HMRC	Mth 12 Tax & NI Contribution Yr End 2021	367.65
31.03.21	DD	NEST	Employee Pension Deduction Mth 12 Yr End 2021	67.43
31.03.21	DD	NEST	Employer Pension Contribution Mth 12 Yr End 2021	50.57
31.03.21	BACS	Somercotes PC	Supply of Temp Litter Picker March 2021	450.00
31.03.21	DD	UKDMO - PWLB	Loan PW509437	11,793.25
06.04.21	BACS	AEB Electrical Services	Connection of Defib box @ 18 Larkhill	185.00
20.04.21	DD	British Gas	Electric utility Chapel Street Changing Rooms	191.59
21.04.21	DEBIT CARD	ZOOM	Online Meetings 20.04.21 - 10.05.21	14.39
26.04.21	DEBIT CARD	O2	Clerk's phone	13.80
			Total	15807.44

953.2/2021 RESOLVED: To approve the following payment

To Whom Payable	Payment Ref	Reason	Amount £
DALC		Annual Subscription 2021-22	1045.32
		Total	1045.32

953.3/2021 Income Received - Noted

Date	Remittance	Source	Amount
19.04.2021	Giro	HMRC VAT Reclaim to 31.03.2021	3375.92
23.04.21	Giro	AVBC Precept	85,447.50
		Total	88823.42

954/2020 Bank Reconciliation

Noted:

Row Headings	£	Sub-Totals
Opening Balance 01.04.20	492,999.88	
Receipts to 31.03.21	184,444.59	
Sub Total		677,444.47
Payments to 31.03.21	118,792.37	
Unpresented cheques	0.00	
Sub Total		118,792.37
Closing Balance 31.03.21		558,652.10
Bank Balance at 31.03.21		558,652.10

955/2021 Exclusion of Press & Public

None

956/2021 Items for the next agenda

None

957/2021 Date & Time of Next Virtual Meeting

Date of Next Meeting: 15th July 2021

Meeting closed at 8.45pm

Signed: *G Soudah*

Date: 11/05/2021