

SWANWICK PARISH COUNCIL

Clerk to the Council
265 Sleetmoor Lane
Swanwick
Derbyshire
DE55 1RH
Email: clerk@swanwickparishcouncil.org.uk
www.swanwickparishcouncil.org.uk
Mob: 07510170571



11 February 2022

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 17th February 2022 at 7.00 pm at the Meeting Rooms at rear of the Baptist Church, Derby Road, Swanwick.

Arrangements for members of the public: if you are a resident of Swanwick and would like to attend this meeting then please email clerk@swanwickparishcouncil.org.uk to register your intention to attend. Due to continuing COVID restrictions and the need to maintain social distancing the numbers permitted in the venue will be restricted. Attendance will be on a First Come First Served basis.

If you are a resident who cannot attend, 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 12.00pm on 16 February 2022. 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

None

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 4 (4.4) of Public Participation.

4. Public Participation

4.1. Public Attendance & Speaking:

Residents wishing to speak will 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 this part 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.

4.2. Parish Council Members' observations

Member's observations will be taken alongside Reports from any Borough and County Councillors attending.

4.3. Police Matters

Information is on the following web pages - www.police.uk/derbyshire/NR06/.

4.4. 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 20 January 2022.

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

Copy attached

- 7.1. Minster Way Entrance
- 7.2. Christmas Tree 2022
- 7.3. Street Lighting Columns DCC Permit
- 7.4. Grit Bin request
- 7.5. Replacement Planter on Broadway
- 7.6. Defibrillator Larkhill
- 7.7. Bench seating
- 7.8. Hanging baskets/bed planting
- 7.9. S137 Grants 2022
- 7.10. Full Fibre
- 7.11. Broadway bin

8. Chair's Report

(Verbal Report)

- 8.1. Queen's Platinum Jubilee 2022. No suggestions received to date.
- 8.2. Update on Legal action re misappropriation of allotment land Plot 48b.

9. Village Hall

No meetings of VHWG held since last meeting.

- 9.1. Proposals for Temporary Car Parking

10. Swanwick Recreation Ground (Charity No. 520525)

As Swanwick Parish Council is the sole Trustee for the Charity, Swanwick Recreation Ground, all matters relating to the management of the charity and the Swanwick Recreation Ground will be a separate agenda item at all future meetings of the Parish Council.

- 10.1. Registration of Title with Land Registry
- 10.2. Tree Maintenance
- 10.3. Pitch Perimeter Growth
- 10.4. Use of Changing Rooms
- 10.5. Replacement Goal Posts
- 10.6. Ball Stop Netting

11. Correspondence & Circulars

Previously circulated to Members by email

- 11.1 DALC – 2022 January No 2 Newsletter
- 11.2 DALC – 2022 February Newsletter

12. Accounts

12.1. To approve urgent payments made to the following:

Date	To Whom Payable	Reason	Amount £
13.01.22	Chapman & Chubb	12733/001 On Account Counsel fee	455.00
25.01.22	AE Bates (AEB Electrical Services)		
		Recreation Gds sorting electrical problems	100.00
28.01.22	D Stuart	Supply of xmas tree Dec 2021	1,050.00
28.01.22	Virgin Money	Bank Charges January 2022	11.60
31.01.22	Amazon	Hand Sanitiser	4.50
31.01.22	Zoom	Inv 129181747 21/01/22-20/02/22	14.39
31.01.22	O2	Clerks Phone 27/12/21 - 26/01/22	13.94
		Total	1649.43

12.2. To approve payments to the following:

To Whom Payable	Reason	Amount £
Staff Salaries	Mth11 Salaries	1717.60
HMRC	Mth11 Employee/er Tax & NI	431.56
Nest	Mth11 Pension Contribution	118.00
UKDMO	UKDMO - PWLB Loan No 504972	4745.63
British Gas	Inv 162319284 01/01/22 – 31/01/22	144.64
O2	Clerks Phone 27/12/21 - 26/01/22	13.94
Woolley Moor Nurseries	Hanging baskets & bed plants 2021	4842.00
Grasstrack	Grounds Maintenance Jan 2022	850.00
Grasstrack	Football Pitches Maintenance Jan 2022	96.00

Grasstrack	Mark out football pitch additional works	84.00
Grasstrack	Dismantle Memorial Garden pergola	216.00
	Total	13259.37

12.3. Income Received:

Date	Remittance	Source	Amount £
06.01.22		Virgin Money Cashback	0.10
02.02.22		Virgin Money Cashback	0.12
		Total	0.22

13. Bank Reconciliation

Row Headings	£	Sub-Totals
Opening Balance 01.04.2021	558652.10	
Receipts to 02.02.2022	181485.20	
Sub Total		740137.30
Payments to 02.02.2022	105939.47	
Unpresented Cheques	0	
Sub Total		105939.47
Closing Balance 02.02.2022		634197.83
Bank Balance 02.02.2022		634197.83

14. 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'.

15. Items for the next Agenda.

Items are invited for inclusion in next agenda.

16. Date of Next Meeting: TBC

SWANWICK PARISH COUNCIL
MINUTES OF SWANWICK PARISH COUNCIL MEETING
THURSDAY 20th January 2022 at 7.00pm

Present: Cllrs Bates, Chidlow, Goodier, Grant, Payne, Soudah, Trenear & Clerk C Miles

Members of the Public:

Cllr D Wilson (AVBC & DCC) left at 19.26, A Trewick & WL

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

990/2022 APOLOGIES

Cllrs Barnett, Beavan, King,

991/2022 VARIATION OF ORDER OF BUSINESS

991.1/2022

None

992/2022 DECLARATIONS OF INTEREST

Cllr Soudah declared personal interest in item 12.1; remained in meeting

993/2022 PUBLIC PARTICIPATION

993.1/2022 Public Speaking –

Cllr Wilson reported that there had been complaints from residents regarding noise from piling at the Sleetmoor Lane building site, after enquiring with AVBC planning the piling has been requested by Building Control and hopefully will be complete by end of February.

AT is part of the Swanwick Wildlife Group and wishes to work with the Council to improve the village and has already been in touch with the company currently working on the entrance to Minster Way to help improve the area. Cllrs Goodier and Trenear will work with AT on these matters and bring forward proposals.

WL complained about the road surface on The Green between traffic lights and Minster Way, He has already contacted Highways. Cllr Wilson will look into this matter.

993.2/2022 Members' Observations

Cllr Bates reported that he has been asked if more dog bins can be put around the village. This was discussed and decided that locations would be looked at also to place a notice on the website/Facebook asking residents to take home the dog waste and put it in their general waste bins if bins are not immediately available or are found to be full.

Cllr Grant asked about possibility of a car park on the Village Hall site Cllr Soudah said that it would be included on the next agenda.

Cllr Chidlow said she had received comments that nothing had been done on the Village Hall site Cllr Soudah said that Covid had slowed everything down but a Village Hall Working Group meeting would be arranged to work on this.

Cllr Goodier asked if the newsletter could be started up again, this will be discussed further. Also she asked for signage on the Lark Hill defibrillator as people don't know it's there. The Clerk will look into this but it is on private land so signage may be a problem, but stated that when a 999 call is made it is the Ambulance Service that directs the caller to the appropriate defib giving location and code to access the machine.

993.3/2022 Police Matters

No further matters raised

993.4/2022 Representations or Evidence from Members Declaring A Prejudicial Interest

None

994/2022 MINUTES OF FULL COUNCIL

RESOLVED:

Minutes of the Virtual Annual Parish Council Meeting held 23rd September 2021 were received as correct account of the meeting.

The minutes were signed by the Chair.

995/2022 PLANNING MATTERS

995.1/2022 Planning Applications

No comments received about planning applications

995.2/2022 Resident Proposal

The proposal to set up a residents group to monitor planning compliance was considered to replicate the responsibilities of the Borough Council Enforcement team. **Cllr Soudah** will write to resident.

996/2022 CLERK'S REPORT

996.1/2022 Minster Way Entrance

Members noted the update. The Clerk will contact the developers re the gravel boards and troughs.

996.2/2022 Anti-social behaviour at Memorial Gardens

Members noted the update.

996.3/2022 Christmas Tree 2021

Members agreed that the Clerk should look at options of either a permanent living tree or artificial one for the future.

996.4/2022 Street Lighting Columns Stress Testing

Members noted the update and Cllr Soudah reminded the Clerk to do the hanging baskets application.

996.5/2022 Remembrance Sunday Arrangements

Members noted the update.

996.6/2022 Grit Bin Request

RESOLVED:

To authorise the Clerk to purchase a grit bin for Ashton Close.

996.7/2022 Replacement Planters

Members noted the update.

996.8/2022 Replacement Bus Shelters

Members noted that AVBC will take responsibility for 4 new shelters when replaced.

996.9/2022 Defibrillator lighting & Replacement Pads

Members noted the update.

996.10/2022 Bench Seating

Members decided to see if a seat could be included in the bus shelter, the Clerk will enquire. Cllr Chidlow also mentioned that the seat on Derby Road could do with cleaning/changing, this will also be looked into.

996.11/2022 Rural Action Derbyshire Village Hall Zoom Meeting

Members noted the details and Cllr Chidlow will attend.

997/2022 Chair's Report

997.1/2022 Budget 2022-23

The Chair presented the monitoring report and proposed adjustments to the 2021-212 Budget, followed by the proposed budget for 2022-23 and the proposed precept for 2022-23.

RESOLVED:

997.1.1/2022 To approve the proposed virement of the funds in 2021-22 budget as identified in the report.

997.1.2/2022 To approve the Swanwick Parish Council Budget for 2022-23.

997.1.3/2022 To approve the level of Precept for 2022-23 at £174,143.

997.2/2022 Queen's Platinum Jubilee 2022

The Churches Together will be doing a well dressing to celebrate the Jubilee and the Council has agreed to donate prizes to the treasure hunt they will run. Cllrs Goodier and Trenear will look into a scarecrow trail. The Clerk will look into planting a tree. Members were encouraged to give this some thought as time is slipping by.

997.3/2022 Misappropriation of allotment land

Members noted the update on Counsel's opinion re misappropriation of allotment land Plot 48b and the action to progress matters.

997.4/2022 Climate Change Policy

Members are to look at this and discuss further.

997.5/2022 Somercotes PC No Confidence Letter.

Members noted the update and it is now too late to submit a letter of support.

998/2022 Councillor Updates

998.1/2022 Village Hall

No meetings of the VHWG have been held - nothing further to report. A future meeting of the VHWG needs to be set up to concentrate on searching and applying for grant funding.

999/2022 Swanwick Recreation Ground (Charity No. 520525)

999.1/2022 CC Annual Return Yr ended March 2021

Members noted the accounts for the year 2020-21.

999.2/2022 Registration of Title with Land Registry

Members noted the update.

999.3/2022 Tree Maintenance on Swanwick Recreation Grounds

Members noted the update.

999.4/2022 Pitch Perimeter

Members noted the update.

999.5/2022 Use of Changing Rooms

Members noted and agreed that changing rooms remain closed, but the Clerk will look at getting refurbishment quotes renewed.

999.6/2022 Replacement Goal Posts

Members noted that lockable sockets now received.

RESOLVED:

999.6.1/2022 To authorise the Clerk to pay supplier invoice of £2407.00 (inc VAT)

999.7/2022 Ball Stop Netting

Members noted the update.

RESOLVED:

999.7.1/2022 To authorise the Clerk to contact tree surgeons for works discussed for £1100.00

999.8/2022 Play Area & Vandalism/Anti-Social Behaviour

Members were informed that the Council and Scouts jointly were unsuccessful in getting a grant from the Derbyshire Police and Crime Commissioner's Anti-Social Behaviour Prevention Grant Scheme.

999.9/2022 Fencing around Play Area

Members noted the update.

999.10/2022 Notices about Public Spaces Prohibition Orders

Members noted that the notices have now been posted by AVBC.

1000/2022 Correspondence & Circulars

Previously circulated.

1001/2022 Accounts

1001.1/2022 RESOLVED: To approve urgent payments

Date	To Whom Payable	Reason	Amount £
06.09.21	O2	Clerks Phone Inv 27.07.21 - 26/08/21	13.91
06.09.21	Zoom	Inv 103452095 21/08/21 - 20/09/21	14.39
15.09.21	Grasstrack	Ground Maintenance August 2021	850.00
15.09.21	Grasstrack	SRG Football Grounds Maintenance	96.00
15.09.21	Hart Signs	SRG Gate signs Play Area	120.00
15.09.21	G Soudah	Reimburse Defib lights	24.99
20.09.21	Water Plus	Inv 05242888 02/05/21 - 24/08/21	69.89
21.09.21	British Gas	Inv 997411512 01/08/21-31/08/21	126.87
22.09.21	Zoom	Inv 108711368 21/09/21-20/10/21	14.39
22.09.21	Ilkeston Fencing	Fencing Chapel Street Play Area	4,892.47
28.08.21	O2 UK Ltd	Clerks Phone 27/08/21-26/09/21	13.97
30.09.21	PWLB	Loan Repayment PW509437	11,711.00
30.09.21	Staff Salary	Mth6 Salary	360.00
30.09.21	Staff Salary	Mth6 Salary	844.63
30.09.21	HMRC	Mth6 Employee Tax & NI	54.50
30.09.21	HMRC	Mth6 Employer NI Contribution	14.60
30.09.21	NEST	Mth6 Pension Contribution	58.99
07.10.21	London Heart	Order 2747 Defib Pads x2	81.99
08.10.21	Soft Surfaces	Repairs to Play Area	4,032.00
19.10.21	British Gas	Inv 977589144 1/09/21 - 30/09/21	122.76
20.10.21	Defib World	Rec 1482-0621 Defib Pads x2	81.99
22.10.21	ZOOM	Inv 113958525 21/10/21-20/11/21	14.39

25.10.21	Chapman & Chubb	AK/on Account	50.00
26.10.21	O2	Clerk's phone 27/09/21-27/10/21	16.94
29.10.21	Staff Salary	Mth 7 Salary	844.83
29.10.21	Staff Salary	Mth 7 Salary	320.00
29.10.21	HMRC	Mth 7 Employee Tax & NI	58.90
29.10.21	NEST	Mth 7 Pension Contribution	58.99
29.10.21	G Soudah	Chair's Allowance 2nd half year	400.00
31.10.21	Hart Signs	Inv 4563 Memorial Plaque (PS)	50.00
1.11.21	Grasstrack	Inv 0492 Memorial Tree	120.00
1.11.21	Grasstrack	Ground Maintenance September 2021	850.00
1.11.21	Grasstrack	Recreation Grounds Socket Removal	420.00
1.11.21	Grasstrack	Football Pitch Maintenance Sept	96.00
1.11.21	Grasstrack	Ground Maintenance Oct 2021	850.00
1.11.21	Grasstrack	Football Pitch Maintenance Oct 2021	96.00
05.11.21	VM	Cashback Correction	3.12
12.11.21	Cubit	Inv 9001 Stress Testing SLC	512.50
17.11.21	British Gas	Inv 957793195 1/10/21 - 31/10/21	126.86
17.11.21	Chapman & Chubb	AK/on Account	500.00
22.11.21	Zoom	Inv 119098441 21/11/21 - 20/12/21	14.39
25.11.21	VM	Bank Charges November 2021	10.40
26.11.21	O2 UK Ltd	Clerk's phone 28/10/21 - 26/11/21	13.94
30.11.21	Staff Salary	Mth 8 Salary	360.00
30.11.21	Staff Salary	Mth 8 Salary	844.63
30.11.21	HMRC	Mth8 Employee/er Tax & NI	69.10
01.12.21	Nest	Mth 8 Pension Contribution	58.99
01.12.21	Toolstation	Wire ties	13.20
01.12.21	Chapman & Chubb	12733/001 On Account Counsel fee	600.00
10.12.21	Grasstrack	Inv 0541 Grounds Maintenance Nov 2021	850.00
10.12.21	Grasstrack	Inv 0542 Football Pitches Maintenance Nov	96.00
10.12.21	Grasstrack	Inv 0546 Additional works	240.00
10.12.21	Parish Council Websites	Annual Fee Community Package	500.00
10.12.21	Chapman & Chubb	12733/001 Bill 27846 18 Aug-29 Nov	2,096.16
15.12.21	MSE	Add notes & drawings (re Allotments)	210.00
17.12.21	British Gas	Inv 961786977 1/11/21 - 30/11/21	122.76
22.12.21	Zoom	Inv 124055620 21.12.2021 - 20.01.2022	14.39
23.12.21	O2	Clerks Phone 27/11/21 - 26/12/21	13.94
30.12.21	VM	Bank Charges December 2021	11.00
31.12.21	Staff Salary	Mth9 Salary	871.83
31.12.21	Nest	Mth9 Pension Contribution	58.99
31.12.21	Staff Salary	Mth9 Salary	360.00
31.12.21	HMRC	Mth9 Employee/er Tax & NI	41.90
		Total	36459.49

1001.2/2022 RESOLVED: To approve the following payment

To Whom Payable	Reason	Amount
Staff Salary	Mth10 Salary	1370.60
Staff Salary	Mth10 Salary	320.00
HMRC	Mth10 Employee/er Tax & NI	458.56
Nest	Mth10 Pension Contribution	118.00
LITE	Christmas Lights Season 2021	10224.00
LITE	Redress and secure lights to tree	180.00
LITE	Overcharge for Minster Way trees	-360.00
Grasstrack	Grounds Maintenance Dec 2021	850.00
Grasstrack	Football Pitches. Dec 2021	96.00
British Gas	Inv 961786977 1/11/21 - 30/11/21	126.86
	Total	13384.02

1001.3/2022 Income Received - Noted

Date	Source	Amount
27.09.21	Precept	85,447.50
28.09.21	HMRC VAT Reclaim to 31.08.21	5,993.24
14.10.21	Virgin Money Cashback	3.12
5.11.21	Virgin Money Cashback	0.15
5.11.21	Virgin Money Charge Ref Cashback	0.90
15.11.21	Virgin Money Cashback	0.68
22.11.21	Memorial Tree & Plaque (DS) Cheque	185.00
02.12.21	Virgin Money Cashback	0.05
02.12.21	Virgin Money Cashback	0.01
21.12.21	Virgin Money Cashback	0.60
	Total	91631.25

1002/2022 Bank Reconciliation**Noted:**

Row Headings	£	Sub-Totals
Opening Balance 01.04.2021	558652.10	
Receipts to 31.12.2021	181484.98	
Sub Total		740137.08
Payments to 31.12.2021	90906.02	
Unpresented Cheques	0	
Sub Total		90906.02
Closing Balance 31.12.2021		649231.06
Bank Balance 31.12.2021		649231.06

1003/2022 Exclusion of Press & Public

The Chair updated the Council on the current staff status, this was noted.

1004/2022 Items for the next agenda

Village Hall Temporary Car Park

1005/2022 Date & Time of Next Meeting

Date of Next Meeting: 17 February 2022

Meeting closed at 9.15pm

Signed:

Date:

7. Clerk's Report to Swanwick Parish Council on 17th February 2022

7.1 Minster Way Entrance

I have spoken to Hallam Land rep and they are going to get a wooden edging strip be attached at ground level to prevent pea gravel migration. He asked if the Council is any further forward with taking over control of this land, I replied that we needed the works completed and I would raise the issue at the meeting.

7.2 Christmas Tree 2022

I have made several enquiries regarding planting a permanent tree and the possibility of planting one in the quad area, having an artificial tree and am awaiting quotes.

7.3 Street Lighting Columns DCC Permit - Floral displays

I am in the process of completing the permit application to Derbyshire County Council for a permit to hang the floral baskets and will report the outcome next meeting.

7.4 Grit Bin request

The Clerk will update the Council on Ashton Close grit bin.

7.5 Replacement Planters

The gardening contractors are in the process of moving a couple of concrete planters from Minster Way to Broadway.

7.6 Defibrillator Larkhill

The Clerk will update the Council on Larkhill defibrillator signage.

7.7 Bench Seating

With regards to having one on Pentrich Road near Orchard Close I'm looking into the option of either having the seat in the bus stop or the Council supplying a bench nearby. Also Cllr Chidlow mentioned a bench halfway down Derby Road needed cleaning/replacing, I asked the Man Shed to inspect and they said the wood needs replacing which they could do but the metal work is very rusted and would need dealing with which is something they can't do.

7.8 Hanging Baskets/bed planting

I have received a quote from Woolley Moor for the supply/maintenance of the hanging baskets of £3360.00 plus VAT and £1400.00 plus VAT for the supply of bedding plants; this is only an increase of £50 in 2 years. I have asked them to supply 2 quotes for planting of permanent shrubs etc in the bedding areas and will report to the Council once received.

Proposal

7.8.1 To authorise the Clerk to place the order for the hanging baskets at £3360.00 plus VAT.

7.9 S137 Grants 2022

I will be placing a reminder about our S137 Grants on our website, Facebook pages and notice boards over the next week. This is to remind anyone applying that the deadline is 9th June 2022.

7.10 Full Fibre

We have been approached by Somercotes PC to ask if we would be interested in attending an online presentation by a company called Full Fibre that will be working in the area for some considerable time so that they can explain the works etc. Would any Councillors be willing to participate in this meeting?

7.11 Broadway Bin

The Clerk will update the Council on Broadway bin.