

SWANWICK PARISH COUNCIL

Clerk to the Council
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11 March 2022

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 17th March 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 March 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. Co-option of Councillor

3. Variation of Order of Business

None

4. 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.

5. Public Participation

5.1. 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.

5.2. Parish Council Members' observations

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

5.3. Police Matters

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

5.4. 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.

6. Minutes of Full Council

6.1. To receive the Minutes of the Meeting held 17 February 2022.

7. Planning Matters

7.1. 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.

8. Clerk's Report

Copy attached

- 8.1. Minster Way Entrance
- 8.2. Grit Bin request
- 8.3. Defibrillator Signage Larkhill
- 8.4. Bench seating Derby Road
- 8.5. Full Fibre
- 8.6. Queen's Jubilee
- 8.7. DALC Subscription renewal
- 8.8. Swanwick Allotments Association agreement renewal

9. Chair's Report

(Verbal Report)

- 9.1. Update on Legal action re misappropriation of allotment land Plot 48(b).

10. Village Hall

No meetings of VHWG held since last meeting.

- 9.1. Proposals for Temporary Car Parking update.

11. 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.

- 11.1. Registration of Title with Land Registry
- 11.2. Tree Maintenance
- 11.3. Pitch Perimeter Growth
- 11.4. Changing Rooms update
- 11.5. Replacement Goal Posts
- 11.6. Ball Stop Netting

12. Correspondence & Circulars

None

13. Accounts

13.1. To approve urgent payments made to the following:

| Date | To Whom Payable | Reason | Amount £ |
|--------------|------------------|---------------------------------------|-----------------|
| 08.02.22 | Drax | Inv IN1105775680 01/11/21-31/01/22 | £71.84 |
| 25.02.22 | Swanwick Baptist | Room rent 7/7, 23/9, 18/11,20/1 | £120.00 |
| 25.02.22 | AA Tree Surgeons | Flailing & crown lift Recreation Gnds | £1,200.00 |
| 28.02.22 | Virgin Money | Bank Charges February 2022 | £10.70 |
| 28.02.22 | Tesco | Copier paper | £14.75 |
| 28.02.22 | Zoom | Inv 134278907 21/02/22-20/03/22 | £14.39 |
| 28.02.22 | O2 | Clerks Phone 27/01/22 - 26/02/22 | £13.94 |
| Total | | | £1445.62 |

13.2. To approve payments to the following:

| To Whom Payable | Reason | Amount £ |
|-----------------|---------------------------------------|------------------|
| Staff Salaries | Mth12 Salaries | £2352.07 |
| HMRC | Mth12 Employee/er Tax & NI | £836.76 |
| Nest | Mth12 Pension Contribution | £177.90 |
| UKDMO | UKDMO - PWLB Loan No 509437 | £11628.75 |
| Grasstrack | Grounds Maintenance Feb 2022 | £850.00 |
| Grasstrack | Football Pitches Maintenance Feb 2022 | £96.00 |
| Grasstrack | Install goal sockets | £372.00 |
| Total | | £16313.48 |

13.3. Income Received:

| Date | Remittance | Source | Amount £ |
|--------------|------------|---|----------------|
| 16.02.22 | | SAA 2 nd half Rental 2021/22 | £225.00 |
| 16.02.22 | | SAA 1 st half Rental 2022/23 | £225.00 |
| 16.02.22 | | Virgin Money Cashback | £0.15 |
| Total | | | £450.15 |

14. Bank Reconciliation

| | | |
|----------------------------|-------------|--------------------|
| Opening Balance | | |
| 01.04.2021 | £558,652.10 | |
| Receipts to 02.03.2022 | £181,935.35 | |
| Sub Total | | £740,587.45 |
| Payments to 02.03.2022 | £120,660.27 | |
| Unpresented cheques | £0.00 | |
| Sub Total | | £120,660.27 |
| Closing Balance 02.03.2022 | | £619,927.18 |
| Bank Balance 02.03.2022 | | £619,927.18 |

15. 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'.

16. Items for the next Agenda.

Items are invited for inclusion in next agenda.

17. Date of Next Meeting: TBC

SWANWICK PARISH COUNCIL
MINUTES OF SWANWICK PARISH COUNCIL MEETING
THURSDAY 17th February 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 19.05 & A Trewick

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

1006 APOLOGIES

Cllrs Barnett, Beavan, King

1007 VARIATION OF ORDER OF BUSINESS

None

1008 DECLARATIONS OF INTEREST

None

1009 PUBLIC PARTICIPATION

1009.1 Public Speaking –

Cllr Wilson reported that it was not known what the roadworks on Derby Road/Sleetmoor Lane were for. He will also be informing the Council at a later date, the details of an early fundraiser for Royal British Legion.

AT said that she had meet with Cllr Goodier regarding the village and Swanwick Jubilee gardens.

1009.2 Members' Observations

Cllr Chidlow said she had received concerns about the ground clearance at the Recreation Grounds.

Cllr Goodier said that she attended the licensing of the new vicar with Cllr Trenear at St Andrew's, it was a good event and the vicar seems willing to join in with community events. Also the WI has said they are keen to engage with the Council, maybe doing a litter pick.

1009.3 Police Matters

No further matters raised

1009.4 Representations or Evidence from Members Declaring A Prejudicial Interest

None

1010 MINUTES OF FULL COUNCIL

RESOLVED:

Minutes of Full Council and Confidential Minutes of the Full Council held 20th January 2022 are received as correct account of the meeting. The minutes were signed by the Chair.

1011 PLANNING MATTERS

1011.1 Planning Applications

No comments received about planning applications

1012 CLERK'S REPORT

1012.1 Minster Way Entrance

Members noted the update.

1012.2 Christmas Tree 2022

Members noted the update and preferred planting of a permanent tree.

1012.3 Street Lighting Columns Stress Testing

Members noted the update.

1012.4 Grit Bin Request

Members noted that the bin is AVBC property and the Clerk will request that they replace it.

1012.5 Replacement Planters on Broadway

Members noted the update.

1012.6 Defibrillator Larkhill

Members noted the update.

1012.7 Bench Seating

Members noted the update and the Clerk will contact Derbyshire CC regarding the condition of bench.

1012.8 Hanging Baskets

RESOLVED:

1012.8 To authorise the Clerk to place the order for the hanging baskets at £3360.00 plus VAT

1012.9 S137 Grants 2022

Members noted the update.

1012.10 Full Fibre

Members noted the update and Cllr Chidlow said she would be willing to attend.

1012.11 Broadway Bin

Members noted the update.

1013 Chair's Report (Verbal Report)

1013.1 Swanwick Recreation Grounds

The works on the tree on Stoneleigh Way have been completed. The other tree at the Arlington Drive end will be looked at after the bird nesting season as we have 2 years planning permission to do this.

1013.2 Queen's Platinum Jubilee 2022

Cllr Goodier and A Trewick have had a look at the Recreation Grounds and would like to turn the top area that has just been cleared into park land with a wild flower area, fruit trees and eventually raised planters. Cllr Goodier is hoping to get the public involved in the setting up and maintenance of this area and it will be called the Queens Platinum Jubilee Park Area. The Councillor is hoping to get a grant from Cllr Wilson to help with the setting up costs.

1013.3 Misappropriation of allotment land

Members noted that papers have been sent to court who have sent them to the defendants and we now wait for their response.

1014 Councillor Updates

1014.1 Village Hall

Cllrs Bates and Grant have requested that until the village hall work commences, the council make part of the village hall grounds into a temporary car park to alleviate the parking on Derby Road.

PROPOSED:

1014.1.1 To allow the Councillors to explore getting planning for temporary parking on the site and if permitted, to allocate £20,000 for car park surface and temporary fencing etc.

RESOLVED:

1014.1.2 To allow the Councillors to explore getting planning for temporary parking on the site and if permitted, to allocate £20,000 for car park surface and temporary fencing etc.

The Chair proposes on having a meeting with the professionals of the VHWG including the architect. The focus had been lost during the pandemic and we need to re-establish it, looking in particular at funding and possible alternative plans etc.

1015 SWANWICK RECREATION GROUND (CHARITY NO. 520525)

1015.1 Registration of Title with Land Registry

Members noted the update.

1015.2 Tree Maintenance on Swanwick Recreation Grounds

Members noted the update.

1015.3 Pitch Perimeter

Members noted the update.

1015.4 Use of Changing Rooms

Members noted the update.

1015.5 Replacement Goal Posts

Members noted the update.

1015.6 Ball Stop Netting

Members noted the update.

1016 Correspondence & Circulars

Previously circulated.

1017 Accounts

1017.1 RESOLVED: To approve urgent payments

| Date | To Whom Payable | Reason | Amount (£) |
|--------------|------------------------------------|-----------------------------------|-----------------|
| 13.01.22 | Chapman & Chubb | 12733/001 On Account Counsel fee | £455.00 |
| 25.01.22 | AE Bates | Recreation Gds sorting electrical | |
| | (AEB Electrical Services) 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 |

1017.2 RESOLVED: To approve the following payment

| 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 |

1017.3 Income Received – Noted

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

1018 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 |

1019 Exclusion of Press & Public

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

1020 Items for the next agenda

Recreation Ground Quotes

1021 Date & Time of Next Meeting

Date of Next Meeting: 9.10

Signed:

Date:

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

7.1 Minster Way Entrance

A Conveyance Solicitor is being instructed subject to confirmation from Hallam Land that it will be meeting reasonable costs quoted by solicitor. The waterlogged troughs have been looked at by the garden contractor and the issue has been resolved.

7.2 Grit Bin request

The Clerk has asked AVBC to replace the damaged grit bin on Ashton Close and is awaiting a response.

7.3 Defibrillator Signage Larkhill

The Clerk will update the Council on Larkhill defibrillator signage.

7.4 Bench Seating Derby Road

The Clerk will update the Council on the Derby Road bench.

7.5 Full Fibre

The Clerk will update the Council on the Full Fibre meeting.

7.6 Queen's Platinum Jubilee

Cllr Goodier and Amy Trewick of the Swanwick Wildlife Group have arranged for the 'Big Dig' to prepare the land and plant wildflower seed on the Swanwick Recreation Grounds on Saturday 19th March as part of the celebrations.

7.7 DALC Subscription renewal

The subscription for our DALC membership is due for renewal and I propose that we remain on the higher level of subscription of £1073.47. This allows us to send up to 3 delegates to any/all of the Group 1 training courses, throughout the year.

7.8 Swanwick Allotments Association agreement renewal

The current agreement is due to expire in April and we have proposed to the SAA an increase in yearly rent from £450 pa to £500 pa for 5 years. The SAA are in agreement.

Proposal

7.8.1 To authorise the Clerk to increase the charges and execute the agreement.