

**SWANWICK PARISH COUNCIL**  
**Clerk to the Council**  
**265 Sleetmoor Lane**  
**Swanwick**  
**Derbyshire**  
**DE55 1RH**  
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**Mob: 07510170571**



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10<sup>th</sup> November 2023

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 16<sup>th</sup> November 2023 at 7.00 pm at the Meeting Rooms at the rear of the Baptist Church, Swanwick, DE55 1BG.

**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](mailto:clerk@swanwickparishcouncil.org.uk) to register your intention to attend.

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 Wednesday 15<sup>th</sup> November 2023. 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 or 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/](http://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 and Confidential of the Meeting held 19<sup>th</sup> October 2023.

## 6. Planning Matters

**6.1** Planning Applications for comment: All applications can be viewed at [www.ambervalley.gov.uk](http://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 Remembrance Sunday & Lamp post poppies**

**7.2 Christmas tree and lights**

**7.3 Civic Service**

## 8. Chair's Report

## 9. Jubilee Community Hall

No meetings of VHWG held since last meeting.

**9.1 Jubilee Hall Village Survey**

## 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 Deeds update**

**10.2 Recreation Grounds update including Utilities**

**10.3 Community Gardens update**

## 11. Correspondence & Circulars

**11.1 DALC November 2023**

**11.2 Training Courses**

## 12. Accounts

**12.1 To approve urgent payments made to the following:**

Date	Payable To	Reason	Amount
17.10.23	British Gas	Changing Rms SRG Inv 982702238 01.09.23 to 30.09.23	£419.01
26.10.23	Virgin Money	Bank charges Sept 2023	£10.70
30.10.23	D Leam	Expenses 4 pack litter grabbers	£12.99
30.10.23	Iansprint	Survey printing	£186.00
30.10.23	HMRC	Month 7 2023-24 Employee-er Tax & NI	£556.20
30.10.23	Staff Salaries	Month 7 2023-24	£2127.30
02.11.23	NEST	Month 7 2023-24 Pension Contribution	£184.13
02.11.23	Waterplus	Changing Rms SRG 01.09.23 to 01.10.23	£16.30
02.11.23	Royal British Legion	48 large poppies and wreath	£265.00
02.11.23	Rockfall	Caretakers Safety Clothing	£332.86
02.11.23	Poobags Direct	dog poo bags	£12.95
02.11.23	British Gas	Changing rooms meter removal	£224.70
02.11.23	O2	Clerks phone 27.09.23 to 26.10.23	£15.48
<b>Total</b>			<b>£4363.62</b>

## 12.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 8 Salaries	£2127.10
HMRC	Mth 8 Employee-er Tax & NI	£556.40
Nest	Mth 8 Pension Contribution	£184.13
Grasstrack	Inv 0936 Ground Maintenance October 2023	£900.00
Grasstrack	Inv 0937 Pitch Maintenance October 2023	£108.00
CCTV & Security	Monthly CCTV sim card charge November 2023	<u>£20.00</u>
<b>Total</b>		<b>£3895.63</b>

## 12.3 Income Received:

Date	Remittance	Source	Amount
18.10.23	BACS	HMRC VAT Reclaim to 30.09.23	£7493.01
19.10.23	BACS	3 Horseshoes pitch fees Sept 2023 and key deposit	£90.00
26.10.23	BACS	Chapman & Chubb Allotment instalment	£4023.42
30.10.23	BACS	Alfreton Town Juniors pitch fees Sept 2023	£90.00
02.11.23	BACS	Virgin Cashback	<u>£3.05</u>
<b>Total</b>			<b>£11699.48</b>

## 13. Bank Reconciliation

Opening Balance 01.04.2023	£656,537.26	
Receipts to 02.11.2023	£201,321.55	
Sub Total		£857,858.81
Payments to 02.11.2023	£94,592.09	
Unpresented cheques	£0.00	
Sub Total		£94,592.09
Closing Balance 02.11.2023		<b>£763,266.72</b>
Bank Balance 02.11.2023		<b>£763,266.72</b>

## 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`.

### 14.1 Local Government Pay Agreement 2023

## 15. Items for the next Agenda.

Items are invited for inclusion in next agenda.

## 16. Date of Next Meeting: 7.00pm 21<sup>st</sup> December 2023 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.