

SWANWICK PARISH COUNCIL
Clerk to the Council
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Swanwick
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DE55 1RH
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12th December 2023

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 21st December 2023 at 7.00pm 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 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 20th December 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 <https://www.derbyshire.police.uk/>

4.3.1 Council tax discount for volunteer Special Constables

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 on 16th November 2023.

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 Civic Service

7.2 Derby Road Bench

7.3 Annual Internal Audit 2023-24

7.4 Environment Act 2021 - Swanwick Parish Council Biodiversity Policy

7.5 Caretaker bonus

8. Chair's Report

8.1 Budget 2024 to 2025

To determine the budget for 2024 to 2025

8.2 Highway Drains

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
17.11.23	British Gas	Changing Rms SRG Inv 988628431 01.10.23 to 31.10.23	£418.08
27.11.23	CCTV & Security	Final CCTV sim card charge	£20.00
27.11.23	Derbyshire CC	Derby Road bench legal fees	£105.00
27.11.23	PC Website	Community Package 2023-24	£500.00
27.11.23	PC Website	Additional info on website	£35.00
27.11.23	Virgin Money	Bank charges Oct 2023	£13.10
01.12.23	British Gas	Changing Rms SRG Inv 814485247 01.11.23 to 15.11.23 – final bill	£196.83
01.12.23	Amazon	3 jotta books	£8.39
01.12.23	Toolstation	Cable ties	£7.63
01.12.23	Waterplus	Changing rooms 01.10.23 to 01.11.23	£16.84
01.12.23	O2	Clerks phone 27.10.23 to 26.11.23	<u>£15.48</u>
Total			£1336.35

12.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 9 Salaries	£2801.92
HMRC	Mth 9 Employee-er Tax & NI	£1009.27
Nest	Mth 9 Pension Contribution	£256.30
Woolley Moor Nurseries	Permanent bedding plants and supplies	<u>£3480.00</u>
Total		£7547.49

12.3 Income Received:

Date	Remittance	Source	Amount
Total			£0.00

13. Bank Reconciliation

Opening Balance 01.04.2023	£656,537.26	
Receipts to 01.12.2023	£201,321.55	
Sub Total		£857,858.81
Payments to 01.12.2023	£99,824.07	
Unpresented cheques	£0.00	
Sub Total		£99,824.07
Closing Balance 01.12.2023		£758,034.74
Bank Balance 01.12.2023		£758,034.74

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: 7.00pm 18th January 2024 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.