

SWANWICK PARISH COUNCIL
Clerk to the Council
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14th September 2023

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 21st September 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 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 September 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/

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 20th July 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

Copy attached

7.1 Derby Road damaged bench

7.2 External Audit

7.3 Street Lighting Columns Stress Testing

7.4 Remembrance Sunday & Lamp post poppies

7.5 Christmas tree

7.6 Christmas lights

7.7 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 August 2023

11.2 DALC September 2023

12. Accounts

12.1 To approve urgent payments made to the following:

Date	Payable To	Reason	Amount
18.07.23	British Gas	Changing Rms SRG Inv 997521530 01.06.23 to 30.06.23	£122.79
26.07.23	Virgin Money	Bank charges June 2023	£12.50
31.07.23	PKF Littlejohn	External Audit 2022-23	£504.00
31.07.23	Waterplus	Changing Rms SRG 01.04.23 to 01.06.23	£33.14
31.07.23	Waterplus	Changing Rms SRG 01.06.23 to 01.07.23	£19.39
31.07.23	Amazon	SRG Brushwood killer	£22.30
31.07.23	Zoom	Online meeting subscription August 2023	£15.59
31.07.23	Amazon	Keyrings	£3.99
31.07.23	O2	Clerks phone 27.06.23 to 26.07.23	£15.48
09.08.23	Grasstrack	Inv 0889 Ground Maintenance July 23	£900.00
09.08.23	Grasstrack	Inv 0890 Football Pitch Maintenance July 2023	£108.00

10.08.23	PWLB	Loan repayment instalment PW504972	£4646.06
17.08.23	British Gas	Changing Rms SRG Inv 281119183 01.07.23 to 31.07.23	£257.91
25.08.23	CCTV & Security	Monthly CCTV sim card charge May 2023	£20.00
25.08.23	CCTV & Security	Monthly CCTV sim card charge June 2023	£20.00
25.08.23	CCTV & Security	Monthly CCTV sim card charge July 2023	£20.00
25.08.23	HMRC	Mth 5 Employees/Employer NI Contribution	£417.00
25.08.23	Staff Salaries	Mth 5 Salary 2023-24	£1569.54
30.08.23	Virgin Money	Bank charges July 2023	£11.90
31.08.23	NEST	Mth 5 Pension Contribution 2023-24	£133.31
31.08.23	Waterplus	Changing Rms SRG 01.07.23 to 01.08.23	£16.84
31.08.23	Zoom	Online meeting subscription Sept 2023	£15.59
31.08.23	O2	Clerks phone 27.07.23 to 26.08.23	<u>£15.48</u>
Total			£8900.81

12.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 6 Salaries	£1833.54
HMRC	Mth 6 Employee-er Tax & NI	£483.00
Nest	Mth 6 Pension Contribution	£133.31
Baptist Church	Room rent x 4	£120.00
Grasstrack	Inv 0906 Ground Maintenance August 2023	£900.00
Grasstrack	Inv 0907 Pitch Maintenance August 2023	£108.00
AA Trees	Recreation grounds tree maintenance	£660.00
AA Trees	Trim back hawthorn/elm to boundary	£180.00
PWLB	Loan repayment instalment PW509437	<u>£11382.00</u>
Total		£15799.85

12.3 Income Received:

Date	Remittance	Source	Amount
03.07.23	BACS	Virgin Cashback	£0.42
06.07.23	BACS	Chapman & Chubb Allotment instalment	£1000.00
02.08.23	BACS	Virgin Cashback	<u>£0.43</u>
Total			£1000.85

13. Bank Reconciliation

Opening Balance 01.04.2023	£656,537.26	
Receipts to 31.08.2023	£100,458.75	
Sub Total		£756,996.01
Payments to 31.08.2023	£67,525.55	
Unpresented cheques	£0.00	
Sub Total		£67,525.55
Closing Balance 31.08.2023		£689,470.46
Bank Balance 31.08.2023		£689,470.46

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 Staff updates

15. Items for the next Agenda.

Items are invited for inclusion in next agenda.

16. Date of Next Meeting: 7.00pm 19th October 2023 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.