

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 18TH MAY 2023 at 7.00PM**

Present: Cllrs Bates, Beavan, Goodier, Grant, Powis, Trenear, Trewick, Soudah and Clerk C Miles

Members of the Public:

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

J Briggs, G Sheriston and G Trewick

1220 APOLOGIES

None

1221 ELECTION OF CHAIR

RESOLVED:

Cllr Amy Trewick was elected as Chair. Previous Chair Cllr Soudah left the meeting (7.10pm)

1222 ELECTION OF VICE CHAIR

RESOLVED:

Cllr Rod Grant was elected Vice Chair.

1223 DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman, Vice Chairman and all Councillors' signed the Declarations of Acceptance Documents.

1224 REGISTER OF MEMBERS' INTEREST

All Councillors are to complete this form and return to the Clerk.

1225 TO DETERMINE WHETHER TO RE-INSTATE PARISH COUNCIL COMMITTEES OR CONTINUE WITH LEAD COUNCILLORS.

RESOLVED:

Not to reinstate committee structure and continue with Lead Councillors.

1226 DATES OF FUTURE MEETINGS

RESOLVED:

1226.1 To continue holding meetings on the third Thursday of each month at 7pm except in August when there will be no meeting.

1226.2 To hold next year's Annual Parish Meeting on Thursday 18th April 2024 at 7pm.

1226.3 To hold next year's Statutory Annual Parish Council Meeting on Thursday 16th May 2024.

1227 VARIATION OF ORDER OF BUSINESS

None

1228 DECLARATION OF INTEREST

Members were 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.

Cllr Bates declared personal interest in item 19.1 and remained in meeting.

1229 PUBLIC PARTICIPATION

1229.1 Public Speaking

John Briggs on behalf of Swanwick Resident's Association said that he would just like to say and record a few words of thanks from the Association and himself personally for the former Chairman of the Parish Council, George Soudah. Since 2011, they have worked with the Parish Council, in partnership, for the resident's of Swanwick on many issues that affected the whole community and more importantly to protect and preserve Swanwick as a village and village life both now and for future generations to enjoy. George has given of his time freely on important issues such as the Amber Valley Local Plan, formulating a Neighbourhood Plan for Swanwick and important planning applications both in and surrounding Swanwick. His time, energy, experience and commitment on behalf of the Parish Council has been unconditional, valued and without question. We have spent many, many hours on the matters I have referred to in a concerted effort to uphold and maintain village life. George, thank you.

The Chair thanked JB and said that the Council hoped to continue a good relationship with the SRA.

G Sheriston made enquiries regarding future fencing of the allotment boundary and how to get an allotment. The Clerk said that this would be addressed very soon and the Council would be considerate to the neighbouring residents when decisions were made and she would pass on the Allotment Association details.

1229.2 Members' Observations

Cllr Trenear repeated the issue that the pavement from petrol station to the bench needs clearing as it is overgrown and slippery. The Clerk responded that this would be reported and all pavement issues can be reported by public to AVBC and DCC to help these matters get dealt with sooner.

Cllr Bates said he'd been asked about more dog waste bins and the Cllrs will make suggestions where best to install them. The Clerk mentioned that the Council should also consider that this would mean an increase in Caretakers time to deal with the emptying etc.

1229.3 POLICE MATTERS

None

1229.4 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST

None

1230 MINUTES OF FULL COUNCIL

RESOLVED:

Minutes of the Full Council meeting held 20th April 2023 were received as correct account of the meeting. The minutes were signed by the Chair.

RESOLVED:

Confidential Minutes of the Full Council meeting held 16th March 2023 were received as correct account of the meeting. The minutes were signed by the Chair.

1231 PLANNING MATTERS

1231.1 Planning Applications

None

1232 CLERK'S REPORT

The Clerk's report was presented by the Clerk.

1232.1 Review of Policies and Procedures

RESOLVED:

To allow the following to be reviewed and publicised as required by the Chair/Clerk –

Standing Orders Rev.4/20 – Covid-19 Min.823/2020
Financial Regulations Rev.6/19 Min. 698.2/2019
Customer Complaint Procedure Rev.6/19 Min.698.3/2019
Code of Conduct Rev.6/19 Min.698.4/2019
Asset Register Rev. 3/21
The Council's and/or staff subscriptions to other bodies
The Council's Publication Scheme Rev 6/19
The Retention of documents Rev.6/19
The Social Media Policy Rev. 6/19

1232.2 Annual Internal Audit

The Council were informed that the Internal Auditor incorrectly quoted £105.00 but should be £120.00.

RESOLVED:

To authorise the Clerk to pay Internal Auditor a fee of £120.00.

1232.3 Insurance Renewal

The Clerk informed that Zurich had increased its policy and was waiting quote from BHIB and renewal was 1st June 2023.

RESOLVED:

To authorise the Clerk to choose the best policy option.

1232.4 Well Dressing Repair

The Clerk will obtain quotes for the repair/replacement of the top capping. The well dressing will be on show Saturday 10th June and proposed that the council make a payment of £50 towards the flowers.

RESOLVED:

To authorise the Clerk to pay L. Barnett £50.00 towards the cost of the flowers.

1233 CHAIR'S REPORT

The previous Chair's report was presented by the Clerk.

1233.1 Shirley Road Allotments The Clerk reported that the decision went in favour of the Council and the Court Order has been received stating that the defendant was to pay the Council costs of £13,412.64 inclusive of VAT by 1st June 2023 and to remove the fencing at the defendants cost by 15th June 2023. Once this has been

removed the Council will install a boundary fence and ensure that Land Registry is informed. It was proposed that the Council consider an ex gratia payment of £1000.00 to G Soudah for all his time spent on this case and attending court.

RESOLVED:

To authorise the Clerk to make an ex gratia payment of £1000.00 to G Soudah.

1234 JUBILEE COMMUNITY HALL

1234.1 Jubilee Community Hall temporary car park

Members noted that no meetings have been held and Cllr Grant said that it needs to be reassessed as to whether the village needs a village hall. The Council decided to issue a survey to the whole village to help make this decision. The Chair and Clerk will draw up the survey and it will be delivered in June and hopefully all results will be considered in September. The Clerk asked if the rendering on the wall was to be removed soon and Cllr Bates said he would chase the Builders. It was also mentioned that the walls need assessing to check that they are safe this will require a survey; the Clerk will look into this.

1235 SWANWICK RECREATION GROUND (Charity No. 520525)

1235.1 Deeds Update

The signed Deed of Transfer has been returned to our solicitors and we are now waiting for it to be registered by Land Registry.

1235.2 Recreation Ground update

Members noted the update.

1235.3 Community Garden

The Wildlife group are going to tidy up the planters over the next 2 weekends and the Chair said that the brambles may need permanently removing as they are too established to keep cutting back.

1236 CORRESPONDANCE & CIRCULARS

Noted

1237 ACCOUNTS

1237.1 RESOLVED: To approve urgent payments

Date	Payable To	Reason	Amount
06.04.23	Grasstrack	Inv 0793 Ground Maintenance Feb 23	£900.00
06.04.23	Grasstrack	Inv 0792 Football Pitch Maintenance Feb 2023	£108.00
06.04.23	Grasstrack	Inv 0794 Garden on the Green general works	£96.00
06.04.23	Grasstrack	Inv 0797 Repair goal mouth Rec Gnd	£102.00
20.04.23	British Gas	Changing Rms SRG Inv 832000747 01.03.23 to 31.03.23	£141.16
21.04.23	AB Builders	Replace/repaint fencing on Jubilee Hall Site	£255.00
28.04.23	CCTV & Security Ltd	CCTV Sim card monthly charge	£20.00
28.04.23	Swanwick Allotment Refund of overpayment on invoices Association		£50.00
28.04.23	Baptist Church	3 months Room Rent	£90.00
28.04.23	Virgin Money	Bank charges March 2023	£11.00
30.04.23	Defib Store	Replacement pads	£144.00
30.04.23	Chatsworth GC	Long service rose gift for Cllrs Payne & Soudah	£39.98
30.04.23	Zoom	Subscription 21.04.23 to 20.05.23	£15.59
30.04.23	Lidl	Flowers Cllr Chidlow	£3.99
30.04.23	Post Office	Special Delivery of TRI form for Chapel Street	£6.85
30.04.23	O2	Clerks phone 27.03 to 26.04.23	£13.20
30.04.23	Amazon	2 flash drives	£15.98
30.04.23	Amazon	Envelopes	£3.50
30.04.23	Amazon	Black pens	£7.75
30.04.23	Amazon	Printer cartridges	£26.47
30.04.23	Waterplus	Changing Rooms 01.03 to 01.04.23	<u>£13.40</u>
Total			£2063.87

1237.2 RESOLVED: To approve the following payment

To Whom Payable	Reason	Amount
Staff Salaries	Mth 2 Salaries	£1823.72
HMRC	Mth 2 Employee-er Tax & NI	£417.54
Nest	Mth 2 Pension Contribution	£118.00
LITE	Replace xmas tree feeder pillar	<u>£2370.00</u>
Total		£4729.26

1237.3 Income Received

Date	Remittance	Source	Amount
03.04.23	Virgin cash back		£5.61
20.04.23	VAT Reclaim 2022 to 2023		£9575.24
24.04.23	AVBC Precept 1 st payment 2023 to 2024		£88813.00
25.04.23	SAA rent 2nd half 2023 and 1 st half 2024		£550.00
02.05.23	Virgin cash back		<u>£1.01</u>
Total			£98944.86

1238 BANK RECONCILIATION

Noted:

Opening Balance 01.04.2023	£656,537.26	
Receipts to 02.05.2023	£98,944.86	
Sub Total		£755,482.12
Payments to 02.05.2023	£37,556.13	
Unpresented cheques	£0.00	
Sub Total		£37,556.13
Closing Balance 02.05.2023		£717,925.99
Bank Balance 02.05.2023		£717,925.99

1239 EXCLUSION OF PRESS & PUBLIC

1239.1 Staff salaries/replacement

1239.2 Banking

1240 ITEMS FOR THE NEXT AGENDA

None

1241 DATE OF NEXT MEETING:

15th June 2023, 7pm at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.

MEETING CLOSED AT 8.45PM

Signed: *R Grant*

Date: 20th July 2023