

**SWANWICK PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
THURSDAY 20<sup>TH</sup> APRIL 2023 at 8.05PM**

**Present:** Cllrs Bates, Beavan, Goodier, Grant, Payne, Soudah, Trenear, Trewick

**Members of the Public:**

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

None

**1204 APOLOGIES**

Cllrs Barnett, Chidlow, King and Clerk C Miles

**1205 VARIATION OF ORDER OF BUSINESS**

None

**1206 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 Trewick declared personal interest in item 12.1 and remained in meeting.

Cllr Bates declared personal interest in item 12.2 and remained in meeting.

**1207 PUBLIC PARTICIPATION**

**1207.1 Public Speaking**

None

**1207.2 Members' Observations**

Cllr Trenear reported that the pavement from petrol station to the bench needs clearing as it is overgrown and slippery.

**1207.3 POLICE MATTERS**

None

**1207.4 REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST**

None

**1208 MINUTES OF FULL COUNCIL**

**RESOLVED:**

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

**1209 PLANNING MATTERS**

**1209.1 Planning Applications**

None

**1210 CLERK'S REPORT**

The Clerk's report was presented by the Chair in the absence of the Clerk.

**1210.1 Coronation of Charles III**

The Clerk has received and delivered the mugs to both Swanwick Preschool and Swanwick Primary School, both have expressed their thanks. Cllr Trenear asked to see a sample.

### **1210.2 Swanwick Well Damage**

The well has been repaired for £200.00, Council noted that stone replaced in its position but chips are noticeable, Cllr Bates will consult with the Clerk to see if this can be remedied.

#### **RESOLVED:**

To authorise the Clerk to pay £200.00

### **1210.3 Memorial Garden Sign Repair**

Members noted that the defaced sign could not be repaired and a replacement polycarbonate sign would cost £75.00. Cllr Grant asked that if more information was put on the sign as to why it's called the Brewster Memorial Garden, this may deter the vandalism. The Council decided that this would probably not deter the vandals and no further changes to the sign will be necessary.

### **1210.4 Statutory Annual Parish Council Meeting Thursday 18<sup>th</sup> May 2023**

Member noted the update.

### **1210.5 Limited Assurance Review of Annual Return for the Year ended 31<sup>st</sup> March 2023**

The Clerk informed the Council that the fee payable is determined by level of income and expenditure for the year ending 31st March 2023. Swanwick Parish Council falls into the band £100,001 to 200,000. The fees payable excluding VAT will be £420.00.

#### **RESOLVED:**

To authorise the Clerk to pay £420.00 for the fees.

Cllr Soudah relinquished the Chair to Vice Chair Cllr Trewick for items 7.6 and 7.7 on the Clerks report and acted as Clerk.

### **1210.6 Annual Governance Statement 2022 to 2023**

The Council is required to consider the internal audit work during the year and approve the Annual Governance Statement 2022 to 2023 in advance of approving the Accounting Statement. The Annual Governance Statement is to be minuted, signed and dated by the presiding Chair and Clerk on the day of approval. A copy is attached.

#### **RESOLVED:**

To approve the Annual Governance Statement for year ended 31st March 2023.

The presiding Chair Cllr Trewick signed the Annual Governance Statement 2022 to 2023.

The Clerk signed the Annual Governance Statement.

### **1210.7 Accounting Statement 2022 to 2023**

The Accounting Statement 2022 to 2023 was certified on 12.04.2023 by the RFO-Clerk and was presented to Members for approval and was signed by the Chair.

#### **RESOLVED:**

To approve the Accounting Statements for 2022 to 2023.

The presiding Chair Cllr Trewick signed the Accounting Statements for 2022 to 2023.

Cllr Soudah resumed Chairing the meeting.

### **1210.8 Annual Internal Audit 2022 to 2023**

The Council were informed that the Internal Auditor required to certify the Annual Return 2022 to 2023 has quoted £105.00 (same as last year).

#### **RESOLVED:**

To authorise the Clerk to appoint an Internal Auditor B. Wood at a fee of £105.00.

## 1210.9 Exercise of Public Rights 2022 to 2023

The Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015 (SI 2015 No.234) set out the rights of the public to inspect the accounts. The Parish Council is required to publish the statements as approved by Members together with a declaration of the status of the accounts. The Parish Council must set the dates for the 30 working day period for the exercise of public rights to include the first 10 working days in July 2023.

### RESOLVED:

To approve the 30 day period commencing Monday 5th June to Friday 14th July 2023 for the exercise of public rights. **Notice to be posted on 2nd June 2023.**

## 1211 Chair's Report

**1211.1 Shirley Road Allotments** The Chair updated the Council on the pending court hearing which is to be held on 4<sup>th</sup> May 2023.

### RESOLVED:

To authorise the Clerk to make a payment of £2500.00 plus VAT on account to Chapman & Chubb for barristers fees.

## 1212 Jubilee Community Hall

### 1212.1 Jubilee Community Hall temporary car park

Members noted that car park now open and reviews and feedback via social media etc. noted.

## 1213 Swanwick Recreation Ground (Charity No. 520525)

### 1213.1 Deeds Update

The Council has received the Deed of Transfer from our solicitors, which needs signing and returning.

### RESOLVED:

To authorise Cllrs Payne and Soudah to execute the Deed of Transfer on behalf of Swanwick Parish Council.

Cllrs Payne and Soudah to execute the Deed of Transfer.

### 1213.2 Play Area and Scout Hut Fencing

Members noted the update.

### 1213.3 Recreation Ground update

Members noted the update.

### 1213.4 Community Garden

Members noted the update.

## 1214 Correspondence & Circulars

Noted

## 1215 Accounts

### 1215.1 RESOLVED: To approve urgent payments

Date	Payable To	Reason	Amount
06.03.23	Chapman & Chubb	Interim inv border dispute	£7133.00
17.03.23	British Gas	Changing Rms SRG Inv 400763782 01.02.23 to 28.02.23	£128.03
27.03.23	Shelter Maintenance	Repair and raise Swanwick sign on Sleetmoor Lane	£120.00
27.03.23	Elms Land Management	Community Garden flailing	£240.00
28.03.23	Ilkeston Fencing	Removal of damaged fence in Chapel Street play area	£183.60

28.03.23	Virgin Money	Bank charges Feb 2023	£10.70
31.03.23	Waterplus	Changing Rooms 01.02 to 01.03.23	£14.93
31.03.23	Zoom	Inv 194117134 21.03.23 to 20.04.23	£15.59
31.03.23	Hotline	Coronation mugs	£1508.22
31.03.23	O2	Clerks phone 27.02 to 26.03.23	£13.20
31.03.23	Derbyshire CC	Dropped kerbs permit for temporary car park	<u>£50.00</u>
<b>Total</b>			<b>£9417.27</b>

### 1215.2 RESOLVED: To approve the following payment

To Whom Payable	Reason	Amount
Staff Salaries	Mth 01 Salaries	£1779.92
HMRC	Mth 01 Employee-er Tax & NI	£406.34
Nest	Mth 01 Pension Contribution	£118.00
JGS Construction	Temp car park plus heras fencing and signs	£28980.00
Grasstrack	Grounds Maintenance March 2023	£900.00
Grasstrack	Football pitches maintenance March 2023	£108.00
DB Builders	Repairs to well dressing structure	<u>£200.00</u>
<b>Total</b>		<b>£32492.26</b>

### 1215.3 Income Received

Noted	Date	Remittance	Source	Amount
				<u>£0.00</u>
<b>Total</b>				<b>£0.00</b>

### 1216 Bank Reconciliation

#### Noted:

Opening Balance 02.04.2022	£602,804.39	
Receipts to 31.03.2023	£186,342.10	
Sub Total		£789,146.49
Payments to 31.03.2023	£132,609.23	
Unpresented cheques	£0.00	
Sub Total		£132,609.23
Closing Balance 31.03.2023		<b>£656,537.26</b>
Bank Balance 31.03.2023		<b>£656,537.26</b>

### 12017 Exclusion of Press & Public

#### 1217.1 Staff level and salaries

To be discussed at the next meeting.

#### 1218 Items for the next agenda

None

#### 1219 Date of Next Meeting:

**18th May 2023 7pm at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG. This meeting will be the first meeting of Councillors following the Elections of 4th May 2023 and the STATUTORY ANNUAL PARISH COUNCIL MEETING.**

Meeting closed at 9.20pm

Signed: *A Trewick*

Date: 18<sup>th</sup> May 2023