

SWANWICK PARISH COUNCIL
Clerk to the Council
265 Sleetmoor Lane
Swanwick
Derbyshire
DE55 1RH
Email: clerk@swanwickparishcouncil.org.uk
www.swanwickparishcouncil.org.uk
Mob: 07510170571



10th May 2024

Dear Councillor

You are summoned to attend the **STATUTORY ANNUAL PARISH COUNCIL MEETING** to be held on Thursday 16th May 2024 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 15th May 2024. These will be responded to in Public Speaking as usual.

Clerk to the Council

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate), both available at the meeting.

C Miles
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. Election of Chair

3. Election of Vice Chair

4. The Chair and Vice Chair to sign the Declaration of Acceptance of Office

5. Register of Members' Interests

6. To determine whether to re-instate Parish Council Committees or continue with Lead Councillors.

7. Dates of future meetings

8. Variation of Order of Business

9. 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.

10. Public Participation

10.1 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.

10.2 Parish Council Members' observations

Member's observations will be taken alongside Reports from any Borough and County Councillors attending.

10.3 Police Matters

Information is on the following web pages <https://www.derbyshire.police.uk/>

10.4 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.

11. Minutes of Full Council

11.1 To receive the Minutes of the Meeting held on 18th April 2024.

12. Planning Matters

12.1 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.

13. Clerk's Report

13.1 Christmas Tree

13.2 Swanwick Signage

13.3 Lamp Post Poppies

13.4 Annual Internal Audit and Annual Return for the Year ended 31st March 2024

13.5 Review of Policies and Procedures

13.6 Insurance Renewal

13.7 Memorial Garden

13.8 Gardening Contract 2024 – 2026

14. Chair's Report

15. Jubilee Community Hall

No meetings of VHWG held since last meeting.

15.1 Jubilee Hall Site

16. 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.

16.1 Deeds update

16.2 Recreation Grounds update including Utilities and TPO

16.3 Community Gardens update

16.4 Scouts 75th Anniversary

17. Correspondence & Circulars

17.1 DALC May 2024

18. Accounts

18.1 To approve urgent payments made to the following:

Date	Payable To	Reason	Amount
12.02.24	PWLB	Loan repayment instalment PW504437	£11299.75
11.04.24	DALC	Clerk Budgeting and Precept Training Course	£10.00
11.04.24	Baptist Church	3 months meeting room rent	£90.00
11.04.24	Ilkeston Fencing	Derby Road fencing materials and works to date	£6592.34
26.04.24	Virgin Money	Bank charges March 2024	£10.50
30.04.24	O2	Clerks phone 27.03 to 26.04.24	£15.48
30.04.24	Grasstrack	Keys cut	£15.00
30.04.24	Grasstrack	30 lamp post poppies	£150.00
30.04.24	Grasstrack	30 lamp post poppies and wreath	£169.99
30.04.24	Waterplus	Reused poppies donation	£150.00
30.04.24	O2	Clerks phone 27.0 to 26.05.24	<u>£15.48</u>
Total			£18518.54

18.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 2 Salaries	£2681.72
HMRC	Mth 2 Employee-er Tax & NI	£786.42
Nest	Mth 2 Pension Contribution	<u>£234.43</u>
Total		£3702.57

18.3 Income Received:

Date	Remittance	Source	Amount
02.04.24	BACS	Virgin Money Cashback	£0.21
17.04.24	BACS	HMRC VAT Reclaim to 31.03.24	£5272.24
29.04.24	BACS	AVBC Precept 2024-25 1 st payment	<u>£91478.50</u>
Total			£96750.95

19. Bank Reconciliation

Opening Balance 01.04.2024	£723,257.15	
Receipts to 30.04.2024	£96,750.95	
Sub Total		£820,008.10
Payments to 30.04.2024	£23,533.42	
Unpresented cheques	£0.00	
Sub Total		£23,533.42
Closing Balance 30.04.2024		£796,474.68
Bank Balance 30.04.2024		£796,474.68

20. 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'.

21. Items for the next Agenda.

Items are invited for inclusion in next agenda.

22. Date of Next Meeting: 7.00pm, 20th June 2024 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.