

**SWANWICK PARISH COUNCIL**  
**Clerk to the Council**  
**265 Sleetmoor Lane**  
**Swanwick**  
**Derbyshire**  
**DE55 1RH**  
**Email: [clerk@swanwickparishcouncil.org.uk](mailto:clerk@swanwickparishcouncil.org.uk)**  
**[www.swanwickparishcouncil.org.uk](http://www.swanwickparishcouncil.org.uk)**  
**Mob: 07510170571**



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11<sup>th</sup> October 2024

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 17<sup>th</sup> October 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](mailto: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 16<sup>th</sup> October 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. 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/>

#### **4.4 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 on 19<sup>th</sup> September 2024.

### **6. Planning Matters**

**6.1** Planning Applications for comment: All applications can be viewed at [www.ambervalley.gov.uk](http://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 Annual Internal Audit and Annual Return for the Year ended 31st March 2024**

**7.2 Shirley Road Allotments**

**7.3 Defibs**

**7.4 Domain Name**

**7.5 Speeding**

**7.6 Community Events/Scarecrow Competition**

### **8. Chair's Report**

### **9. Jubilee Community Hall**

A meeting of VHWG was held on Wednesday 2<sup>nd</sup> October.

**9.1 Jubilee Hall Site**

### **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 Charity Commission Annual Return 2024**

**10.2 Recreation Grounds update including Utilities**

**10.3 Play Area**

**10.4 Community Gardens update**

### **11. Memorial Garden**

### **12. Correspondence & Circulars**

**12.1 DALC October Newsletter**

**12.2 DALC Training Courses**

### 13. Accounts

#### 13.1 To approve urgent payments made to the following:

Date	Payable To	Reason	Amount
03.09.24	Morph Cons	BNG Report for V Hall car park phase 2	£1066.20
26.09.24	Virgin Money	Bank charges August 2024	£10.10
30.09.24	PWLB	Loan repayment instalment PW509437	£11217.50
30.09.24	PKF Littlejohn	External Audit 2023-24	£756.00
30.09.24	Parkin Ctrs	Tree & rubbish clearance Shirley Road allotments	£840.00
30.09.24	Phoneshop	Caretakers phone unblocked	£25.00
30.09.24	Land Registry	V Hall title register check	£6.00
30.09.24	Argos	Nether Close allotment gate lock	£15.00
30.09.24	O2	Clerks phone 27.09.24 to 26.10.24	<u>£16.84</u>
<b>Total</b>			<b>£13952.64</b>

#### 13.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 7 Salaries	£2681.52
HMRC	Mth 7 Employee-er Tax & NI	£786.62
Nest	Mth 7 Pension Contribution	<u>£234.43</u>
<b>Total</b>		<b>£3702.57</b>

#### 13.3 Income Received:

Date	Remittance	Source	Amount
03.09.24	BACS	HMRC VAT Reclaim to 31.07.24	£5173.33
30.09.24	BACS	AVBC Precept 2024-25 2 <sup>nd</sup> payment	<u>£91478.50</u>
<b>Total</b>			<b>£96651.83</b>

### 14. Bank Reconciliation

Opening Balance 01.04.2024	£723,257.15	
Receipts to 30.09.2024	£193,738.36	
Sub Total		£916,995.51
Payments to 30.09.2024	£96,114.52	
Unpresented cheques	£0.00	
Sub Total		£96,114.52
Closing Balance 30.09.2024		<b>£820,880.99</b>
Bank Balance 30.09.2024		<b>£820,880.99</b>

### 15. 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'.

### 16. Items for the next Agenda.

Items are invited for inclusion in next agenda.

**17. Date of Next Meeting: 7.00pm on 21<sup>st</sup> November 2024 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.**