

SWANWICK PARISH COUNCIL
Clerk to the Council
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Swanwick
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15th March 2024

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 21st March 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 20th March 2024. 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 <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 15th February 2024.

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

7.1 Safeguarding Policy

7.2 Environment Act 2021 - Swanwick Parish Council Biodiversity Policy

7.3 Shirley Road Allotment update

7.4 Nether Close Allotments update

7.5 Newsletter update

7.6 Christmas Tree

7.7 DALC Subscription 2024-25

7.8 Hanging Baskets and Village Planting

7.9 Swanwick Signage

7.10 Lamp Post Poppies

8. Chair's Report

9. Jubilee Community Hall

No meetings of VHWG held since last meeting.

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 2023

10.2 Deeds update

10.3 Recreation Grounds update including Utilities and TPO

10.4 Community Gardens update

11. Correspondence & Circulars

11.1 DALC March 2024

11.2 DALC Training Courses

12. Accounts

12.1 To approve urgent payments made to the following:

Date	Payable To	Reason	Amount
12.02.24	PWLB	Loan repayment instalment PW504972	£4612.88
26.02.24	Parish Council Website	Website updates	£35.00
26.02.24	ELMS	Rec grounds flailing	£300.00
27.02.24	Virgin Money	Bank charges Jan 2024	£9.80
29.02.24	Grasstrack	Inv 0999 Pitch Maintenance Feb 2024	108.00
29.02.24	Grasstrack	Inv 1001 Ground Maintenance Feb 2024	£900.00
29.02.24	Grasstrack	Inv 0989 Weeding and extra pitch work	£156.00
29.02.24	Waterplus	Changing Rms SRG 01.11.23 to 14.02.24	£57.05

29.02.24	O2	Clerks phone 27.01.24 to 26.02.24	£15.96
29.02.24	Amazon	Diary	<u>£3.94</u>
Total			£6198.63

12.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 12 Salaries	£2221.42
HMRC	Mth 12 Employee-er Tax & NI	£586.85
Nest	Mth 12 Pension Contribution	£192.13
Shelter Maintenance	Derby Road Bench installation	£354.00
PWLB	Loan repayment instalment PW509437	<u>£11299.75</u>
Total		£14654.15

12.3 Income Received:

Date	Remittance	Source	Amount
09.02.24	BACS	Trayler 3 months Allotment rental	£60.00
12.02.24	BACS	Rowe 3 months Allotment rental	£60.00
12.02.24	BACS	Swanwick Allotment Association 2 nd half rent	£250.00
12.02.24	BACS	Swanwick Scout Group land rent 2023-24	£5.00
12.02.24	BACS	Swanwick Scout Group land rent 2024-24	<u>£5.00</u>
Total			£380.00

13. Bank Reconciliation

Opening Balance 01.04.2023	£656,537.26	
Receipts to 29.02.2024	£209,734.15	
Sub Total		£866,271.41
Payments to 29.02.2024	£138,742.79	
Unpresented cheques	£0.00	
Sub Total		£138,742.79
Closing Balance 29.02.2024		£727,528.62
Bank Balance 29.02.2024		£727,528.62

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'.

15. Items for the next Agenda.

Items are invited for inclusion in next agenda.

16. **Date of Next Meeting: 7.00pm 18th April 2024 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.**

The meeting will be preceded by the **Annual Parish Meeting** at which local organisations and groups will be invited to report on the previous year's activities and their aspirations for the forthcoming year.

The date for the **Annual Parish Council Meeting** is the 16th May 2023 at which the Council will conduct the annual statutory meeting.