

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



9th February 2024

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 15th February 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 14th February 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 18th January 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 Derby Road Bench**
- 7.2 Reporting Potholes**
- 7.3 Shirley Road Allotment Dispute update**
- 7.4 Nether Close Allotments update**
- 7.5 Newsletter update**
- 7.6 Christmas tree**
- 7.7 DALC Subscription 2024-25**

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**
- 10.4 Community Gardens update**

11. Correspondence & Circulars

- 11.1 DALC February 2024**
- 11.2 DALC Training Courses**

12. Accounts

12.1 To approve urgent payments made to the following:

Date	Payable To	Reason	Amount
23.01.24	Chapman & Chubb	Final charges for allotment case	£597.80
26.01.24	Swanwick Baptist	Room hire Sept to Dec 2023	£120.00
26.01.24	HMRC	Mth 10 Employee-er Tax & NI	£606.49
26.01.24	Staff Salaries	Mth 10 Salaries	£2274.75
26.01.24	Nest	Mth 10 Pension Contribution	£197.01
26.01.24	Mr Christmas Tree	Supply of Christmas tree 2023	£1200.00
29.01.24	Grasstrack	Inv 0987 Pitch Maintenance Jan 2024	108.00
29.01.24	Grasstrack	Inv 0986 Ground Maintenance Jan 2024	£900.00
29.01.24	Grasstrack	Removal of tree and extra pitch work	£192.00
30.01.24	Virgin Money	Bank charges Dec 2023	£12.37
31.01.24	O2	Clerks phone 27.12.23 to 26.01.24	£15.48
31.01.24	Amazon	5 reams copier paper	<u>£18.97</u>
Total			£6242.87

12.2 To approve payments to the following:

To Whom Payable	Reason	Amount
Staff Salaries	Mth 11 Salaries	£2221.22
HMRC	Mth 11 Employee-er Tax & NI	£587.05
Nest	Mth 11 Pension Contribution	<u>£192.13</u>
Total		£3000.40

12.3 Income Received:

Date	Remittance	Source	Amount
23.01.24	BACS	Chapman & Chubb allotment final payment	£7882.16
02.02.24	BANK	Virgin Money Cashback	<u>£0.05</u>
Total			£7882.21

13. Bank Reconciliation

Opening Balance 01.04.2023	£656,537.26	
Receipts to 02.02.2024	£209,354.15	
Sub Total		£865,891.41
Payments to 02.02.2024	£129,543.76	
Unpresented cheques	£0.00	
Sub Total		£129,543.76
Closing Balance 02.02.2024		£736,347.65
Bank Balance 02.02.2024		£736,347.65

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'.

14.1 Staff Update

15. Items for the next Agenda.

Items are invited for inclusion in next agenda.

16. Date of Next Meeting: 7.00pm 21st March 2024 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG.