

**SWANWICK PARISH COUNCIL**  
**Clerk to the Council**  
**265 Sleetmoor Lane**  
**Swanwick**  
**Derbyshire**  
**DE55 1RH**  
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**Mob: 07510170571**



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10<sup>th</sup> April 2025

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** to be held on Thursday 17<sup>th</sup> April 2025 at 7.00pm at the **[Swanwick Centenary Centre, \(Scout Hut\) Chapel Street, Swanwick, DE55 1BJ.](#)**

**The meeting will commence at approx 7.30pm on the close of the Annual Parish Meeting that starts at 7.00pm when the business set out below will be transacted.**

**Arrangements for members of the public: if you are a resident of Swanwick** and would like to attend this meeting then please email [parish.clerk@swanwick-pc.gov.uk](mailto:parish.clerk@swanwick-pc.gov.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> April 2025. 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 20<sup>th</sup> March 2025.

#### **6. Chair's Report**

**6.1 Scarecrow Festival and Cake Competition June 2025**

#### **7. Clerk's Report**

**7.1 Newsletter**

**7.2 Swanwick Signage and Bench**

**7.3 Limited Assurance Review of Annual Return for the Year ended 31st March 2025**

**7.4 Annual Governance Statement 2024-25**

**7.5 Accounting Statement 2024-25**

**7.6 Exercise of Public Rights 2024-25**

#### **8. Jubilee Community Hall**

**8.1 Update**

**8.2 Temporary Car Park – phase two**

#### **9. 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.

**9.1 Recreation Grounds update**

**9.2 Community Gardens update**

#### **10. Memorial Garden**

**10.1 Update**

**10.2 Schedule of future works**

#### **11. Planning Matters**

**11.1** 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.

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

**12.1 DALC April 2025 Newsletter**

### 13. Accounts

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

Date	Payable To	Reason	Amount
07.03.25	Grasstrack	Inv 1201 Ground Maintenance Feb 2025	£1030.00
07.03.25	Grasstrack	Inv 1192 Clear nether Close allotment path	£120.00
26.03.25	Grasstrack	Inv 1180 Assist in xmas tree removal	£84.00
27.03.25	Virgin Money	Bank charges Feb 2025	£10.10
31.03.25	PWLB	Loan repayment instalment PW509437	£11,135.25
31.03.25	Iansprint	March 2025 newsletter printing	£370.00
31.03.25	Grasstrack	Inv 1213 Ground Maintenance March 2025	£1030.00
31.03.25	Grasstrack	Inv 1202 Remove old decking and prepare for new soil in Memorial Garden	£360.00
31.03.25	Grasstrack	Inv 1203 Provide topsoil and fill bed in Memorial Garden	£336.00
31.03.25	Tesco Mobile	Caretakers phone 02.03.25 to 01.04.25	£8.00
31.03.25	Amazon	Wireless mouser	£6.40
31.03.25	DELL	Laptop for Clerk	<u>£995.67</u>
<b>Total</b>			<b>£15,485.42</b>

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

To Whom Payable	Reason	Amount
Staff Salaries	Mth 12 Salaries	£2,736.45
HMRC	Mth 12 Employee-er Tax & NI	£944.20
Nest	Mth 12 Pension Contribution	£240.00
<b>Total</b>		<b>£3,920.65</b>

#### 13.3 Income Received:

Date	Remittance	Source	Amount
03.03.25	BACS	Virgin Money Cashback	<u>£0.85</u>
<b>Total</b>			<b>£0.85</b>

### 14. Bank Reconciliation

Opening Balance 01.04.2024	£723,257.15	
Receipts to 28.02.25	£198,940.00	
Sub Total		£922,197.15
Payments to 28.02.2025	£177,027.49	
Unpresented cheques	£0.00	
Sub Total		£177,027.49
Closing Balance 28.02.2025		<b>£745,169.66</b>
Bank Balance 28.02.2025		<b>£745,169.66</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, 15th May 2025 at the Meeting Room at the rear of the Baptist Church, Derby Road, Swanwick, DE55 1BG. This meeting is the STATUTORY ANNUAL PARISH COUNCIL MEETING.**