

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 1st November 2021 at 7.30pm**

Present: **Cllr A Kirke** **Cllr A Muller**
Cllr D Smith **Cllr V Hobson**
Cllr B Payton **Cllr N Ireland**
Cllr A Whitehouse

In attendance: Clerk, Rachel Male.

- 21/11/4735 **Apologies for Absence**
Apologies were received from County Councillor Martyn Ford and District Councillor David Muller.
- 21/11/4736 **Declaration of Interests**
All members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity and King George V Playing Field Charities declared an interest.
- 21/11/4737 **Public Speaking –**
No members of the public or County/District Councillors present.
- 21/11/4738 **Minutes of the Parish Council meeting held on 4th October 2021**
It was **RESOLVED** that these minutes were an accurate recording of the above meeting and were proposed by Cllr. Payton, seconded by Cllr. Muller and signed by Cllr. Kirke.
- 21/11/4739 **Minutes of the Frank Wickham Hall Committee held on 18th October 2021**
It was **RESOLVED** to change minute number 719 to the following:

the Parish Council have received a copy of the quotation for the floodlights proposal which still requires planning permission. Following a discussion, it was **RESOLVED** that the Committee recommend to Council that they should support the Bowls Club going ahead with the request for planning permission. The Clerk will speak with the Bowls Club committee and ask that they keep us up to date with any progression. Proposed by Cllr. Muller, seconded by Cllr. Payton and signed by FWH Committee Chair, D. Neal.
- 21/11/4740 **Actions from the Previous Meeting**
21/10/4722 – Poppies have now been erected by the Groundsman and the wreath has been ordered.

21/10/4726 – A litter bin has been purchased for the footpath connecting Windmill Hill and Pine Close – awaiting delivery date.
- 21/11/4741 **Chairman’s announcements**
Cllr. Kirke welcomed everyone to the meeting and outlined the business for the evening.

Cllr. Kirke gave a brief COVID update on the area.

- 21/11/4742 **Co-option – to discuss process for co-option including co-option policy**
 The Clerk had, prior to the meeting, emailed everyone a proposed co-option policy for the Council, it was **RESOLVED** this be **ADOPTED** by the Council, proposed by Cllr. Smith, seconded by Cllr. Muller and all remaining Councillors voted in favour.
- Current Vacancies – it was **RESOLVED** to advertise for potentially interested residents to attend the next meeting (6th December) to see how the Council works, arriving at 6:45pm for an informal chat with Councillors before the meeting starts. The Council will then advertise the vacancies in December with a closing date of 24th December with a view to co-opt new members at the January 2022 meeting.
- 21/11/4743 **Pride of Etwall Award Update**
 Clerk is still awaiting a confirmed price for the board, this has been delayed due to supply issues. The Clerk will ask for nominations via Facebook/Notices boards and the Etwall Express.
- 21/11/4744 **Queens Platinum Jubilee Update**
 Clerk to email all Community Groups who have shown an interest in planning an event to request an update. Clerk to investigate prices for village bunting.
- 21/11/4745 **Defibrillator – to discuss replacement parts**
 Clerk has ordered replacement pads (including a spare set). It was **RESOLVED** to ensure we always have one set in stock.
- Main battery is approx. half-way through its battery life, the Council discussed purchasing another, so we have spare battery in stock. It was **RESOLVED** to order a new battery at a cost of £215 + VAT. Proposed Cllr. Whitehouse, seconded Cllr. Muller and all remaining Councillors voting in favour.
- 21/11/4746 **Village Litter Pick – date to be decided for the event**
 It was **RESOLVED** to hold a village litter pick on Sunday 21st November, 10am-12pm.
- 21/11/4747 **Christmas tree lights – switch on**
 The Council discussed turning the lights on (in red) for remembrance however, the settings need to be changed. Clerk to investigate if a local contractor would do this for free. If unsuccessful we would leave this, this year and investigate the possibility for next year. Christmas lights to be switched on first week of December, no event would be planned this year for the switch on due to rising numbers of COVID.
- 21/11/4748 **CCTV Update**
 It was **RESOLVED** to install a new camera at a cost of £1150 + VAT. Proposed by Cllr. Whitehouse, seconded by Cllr. Muller and all remaining Councillors voting in favour. Clerk will investigate possible grants to help fund this.
- 21/11/4749 **Village flowers proposal for 2022**
 It was **DECIDED** we would move forward with the proposal of 10 lamppost planters (along Main Street, erected in June until approx. end of September) for one year, to celebrate the Queen's Platinum Jubilee. The Clerk will investigate if there will be any additional costs from DCC and request 3 quotations. This was proposed by Cllr. Payton, seconded by Cllr. Whitehouse, 2 Councillors voted against and the remaining voted in favour.

21/11/4750

Derbyshire Association of Local Councils

All latest newsletters had been circulated to Councillors.

21/11/4751

Report from the Planning Environment and Highways Committee (PEH)

(a) Planning applications considered by SDDC.

No decisions since last Parish Council meeting.

(b) Planning applications requiring consideration.

- 61 Belfield Road - the erection of side and rear extension and additional hard standing. **RESOLVED:** No objection.
- 46 The Bancroft – prior notification of single storey rear extension, with eaves of 2.4 meters and maximum height of 3.70 meters extending 5 meters from the rear wall. **RESOLVED:** No objection.
- 4 Gerard Grove - erection of extension including roof light (amended scheme DMPA/2020/1344. **RESOLVED:** No objection.
- Highfields Farm, Heage Lane – Certificate of lawfulness for existing use of land for a mixture of agricultural and recreational purposes. **RESOLVED:** No objection.

(c) Speed Watch Group Update

It was **RESOLVED** we would purchase the Speed Watch equipment at a cost of £474.49 including VAT and request a grant from County Councillor Martyn Ford to cover the cost minus VAT. Clerk to check insurance obligations and the Council will store the equipment. Proposed by Cllr. D. Neal, seconded Cllr. D. Smith and all remaining Councillors voting in favour.

(d) East Midlands Freeport Update

RESOLVED that Cllrs A. Kirke and A. Muller would attend meeting/s with other Parish Councils, so all Parishes can work together. Recent EMIP minutes circulated via social media and the website although no real update was provided at that meeting.

(e) To consider tree inspection report received from SDDC on a tree located on Sandypits

The report indicates that there are several defects present and these may eventually lead the tree to failure. When weighing up costs of maintenance and felling the Council **RESOLVED** to request 3 quotes for its removal.

(f) Main Street – unsafe wall

Central Building Control at DCC have been and had a second site visit and have informed SDDC that the wall was found to be not dangerous at this time. It was **RESOLVED** to inform DCC and SDDC that if they consider the wall is safe we have informed them of residents' concerns and we as Parish Council consider the matter closed.

21/11/4752

Youth Recreation and Allotments Committee (YRA)

(a) Sandypits Goalposts + (b) KGV Goalposts

The Council are waiting for a quote for the Sandypits bowed goalpost to be moved to KGV where there is currently no post (one end) due to vandalism.

Etwell Football Club are asking for quotes for a replacement at Sandypits and will report to Council when they are received.

(b) Bowls Club – floodlights request

It was **RESOLVED** to accept the FWH committee's recommendation to support the Bowls Club going ahead with the request for planning permission.

(c) Bowls Club – floodlights request

The Bowls Club have sent a letter to all neighbouring properties informing them of their intentions. The Council would now like to see a detailed proposal. Clerk to request a copy of their proposal and for this to be discussed at a Frank Wickham Hall committee meeting.

(d) Playground resurfacing update

The resurfacing of the playground starts today (01.11.21).

21/11/4753

Finance -

(a) Items of expenditure: -

i. To approve payment to Royal British Legion for wreath and 20 additional lamppost poppies

RESOLVED to make a payment of £110 to the Royal British Legion (£137 donations).

ii. To approve payment for replacement defibrillator pads

RESOLVED – payment made via the Council's credit card for £104.34.

iii. To approve payment for KGV dead tree removal, branch pruning from access road and hedge removal along the school drive

RESOLVED to pay the invoice for above work at a total of £165.

iv. To consider request from Etwell Welfare Trust

REQUEST WITHDRAWN.

v. To consider request from St Helen's Church for Christmas Tree Festival

RESOLVED to allow a maximum £100 budget for a Christmas tree at the Church.

(b) Accounts for Payment and Income –

Accounts for payment for the Parish Council totalling £3,947.72 were approved, and accounts totalling £12,573.10 for the Frank Wickham Hall Charity were also approved.

Income – a total of £600 had been received since the last meeting for the Parish Council and £1,523.00 had been received by the Frank Wickham Hall Charity.

(c) Budget Appraisal

Spend against the main budget headings were reported.

21/11/4754

Report from Frank Wickham Hall Committee (FWH)

(a) General Update

Cllr. Neal gave a brief update on the hall including bookings and WIFI.

(b) Room rename – to consider new names for the current pavilion room

RESOLVED to rename the Pavilion Room the Nightingale Room and arrange new door signage.

21/11/4755

Clerk's Report

(a) Report from Clerk on outstanding matters

Bus stop cleaning –The window cleaner for the FWH has cleaned them in the last couple of weeks (complimentary clean). **RESOLVED** to ask Groundsman to add to their list of duties.

Graffiti on bus stop (outside leisure centre) Clerk has asked the Groundsman to remove and clean.

FWH Triangle – waiting for update from contractor (who has been unwell).

Royal Mail rusting box (Chestnut Grove) – Clerk continues to chase Royal Mail on its removal.

Purchase of a new laptop – Clerk is still awaiting a stock re-fill to order the Council's laptop which was agreed several months ago, should be ordered this week.

(b) Parish Council Employees

Nothing to report.

(c) + (d) Correspondence – See below.

21/11/4756

Website and Facebook – nothing to report.

(a) New website

New website should be live on 12th November. Clerk's email address will change to etwallparishcouncil@gmail.com on this date.

21/11/4757

Any Other Business

No AOB raised.

21/11/4758

Dates of Committee Meetings

Youth, Recreation and Allotments, Planning, Environment and Highways and Frank Wickham Hall Committees to meet on the 15th November to discuss budgets for 2022/2023.

21/11/4759

Date of Next Meeting

It was **RESOLVED** that our next meeting would be Monday 6th December at 7.30pm in the Frank Wickham Hall.

Signed

Date

ETWALL PARISH COUNCIL Meeting - 1st November 2021

PAYMENTS 2021/2022

Date	Ledger No	Payee	Description	Gross	VAT	LOAN	Admin	Wages	Agency	S137	PEH	YRA	TEN	FWH	Reserves												
Invoices already paid but requiring approval																											
22.10.21	096	Tesco	Mobile		12.99			12.99																			
Invoices requiring approval																											
02.11.21	097	Clerk	Salary	£	723.60			£	723.60																		
02.11.21	098	Booking Clerk	Salary	£	484.68			£	484.68																		
02.11.21	099	Groundsman	Salary	£	1,247.22			£	1,247.22																		
02.11.21	100	PT Groundsman	Salary	£	592.73			£	592.73																		
02.11.21	101	HMRC	Tax & NI Month 6	£	630.65			£	630.65																		
02.11.21	102	PT Groundsman	Fuel	£	41.35	£	6.89				£	34.46															
02.11.21	103	Clerk	Mileage	£	49.50		£	49.50																			
02.11.21	104	Tony Ford	Tree and hedge works	£	165.00						£	165.00															
Total				£	3,947.72	£	6.89	£	-	£	62.49	£	3,678.88	£	-	£	-	£	199.46	£	-	£	-	£	-	£	-
CUMULATIVE				£	47,293.21	£	1,364.13	£	2,462.38	£	3,850.71	£	31,356.98	£	1,699.00	£	948.00	£	2,947.42	£	2,649.59	£	15.00	£	-	£	-
BUDGET				£	111,793.00	£	-	£	5,020.00	£	7,610.00	£	59,750.00	£	2,815.00	£	4,000.00	£	8,900.00	£	18,020.00	£	490.00	£	4,488.00	£	700.00

2021/2022 Financial Year

RECEIPTS 2021/22

Date	Ledger No	From	Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Wages	Loan	Sup Grant/Prec	VAT Reim	Conc Exp	FWH																	
Various	Various	Allotment Holders	Rent x 22	£	600.00					£	600.00																						
Total				£	600.00	£	-	£	-	£	-	£	-	£	-	£	-																
CUMULATIVE				£	85,216.16	£	-	£	385.00	£	-	£	-	£	361.00	£	1,269.72	£	-	£	-	£	-	£	59,504.00	£	618.44	£	23,078.00	£	-	£	-
BUDGET				£	93,309.00	£	-	£	315.00	£	-	£	960.00	£	860.00	£	1,550.00	£	8,000.00	£	-	£	59,452.00	£	-	£	22,172.00	£	-	£	-		

FWH/KGV Improvement Account PAYMENTS and RECEIPTS 2021/2022

Date	Paying		Description	Payments	Receipt/Transfer		
	In No	From					
Total				£	-	£	-
CUMULATIVE BALANCE				£	2,491.20	£	5,995.35

FRANK WICKHAM HALL CHARITY 1st November 2021

ACCOUNTS 2021/2022

PAYMENTS

Invoice Date	Ledger No	Payee	Description	Total	Utilities	Admin	Cleaning Materials	Misc Equip	PRS Lic	Council Tax	Repairs & Maint	Safety Checks	Waste Disposal	Specific Items	Reserves	Wages													
Invoices already paid but requiring approval																													
15/10/2021	041	CAF Bank	Monthly Account Fee	£	8.00	£	8.00																						
15/10/2021	042	Pennon Water	Water	£	81.50	£	81.50																						
15/10/2021	043	EDF	Electric	£	16.00	£	16.00																						
15/10/2021	044	EDF	Gas	£	119.00	£	119.00																						
19/10/2021	045	M & A Group	Flat roof repairs	£	1.00						£	1.00																	
20/10/2021	046	M & A Group	Flat roof repairs	£	11,939.00						£	11,939.00																	
01/11/2021	047	BT	Wifi	£	32.34	£	32.34																						
Invoices requiring approval																													
02/11/2021	048	WI	Room hire reimbursement	£	81.00	£	81.00																						
02/11/2021	049	PPL PRS	Music Licence	£	166.26				166.26																				
02/11/2021	050	Raymond Hounsell	Window cleaning	£	129.00	£	129.00																						
TOTAL				£	12,573.10	£	377.84	£	89.00	£	-	£	-	£	166.26	£	-	£	11,940.00	£	-	£	11,940.00	£	-	£	-	£	-
CUMULATIVE				£	18,496.11	£	2,240.90	£	977.23	£	266.92	£	363.40	£	166.26	£	77.10	£	14,218.30	£	186.00	£	-	£	-	£	-	£	-

ACCOUNTS 2021/2022

Receipts

Date	Ledger Number	Payee	Description	Amount	Preschool	Hall Hire				Interest	Donation	Grant											
						Village Clubs/Societies	Private Hire	Commercial	Library Rent														
06/10/2021	028	WI Inv 2021/21	Hall hire	£	193.50	£	193.50																
07/10/2021	029	INV 41	Hall hire	£	232.00		£	232.00															
12/10/2021	030	Etwall Art Group Inv 42	Hall hire	£	67.50	£	67.50																
19/10/2021	031	Bowls Club Rent	Room hire	£	670.00	£	670.00																
21/10/2021	032	Inv 46 Karate	Hall hire	£	81.00	£	81.00																
22/10/2021	033	Dance Oct	Hall hire	£	105.00	£	105.00																
22/10/2021	034	Dance Sept	Hall hire	£	63.00	£	63.00																
25/10/2021	035	Private hirer	Hall hire	£	84.00		£	84.00															
01/10/2021	036	Private hirer	Hall hire	£	27.00		£	27.00															
TOTAL				£	1,523.00	£	-	£	1,180.00	£	343.00	£	-	£	-	£	-	£	-	£	-	£	-
CUMULATIVE				£	16,970.88	£	5,147.38	£	2,508.00	£	1,065.50	£	-	£	250.00	£	-	£	-	£	8,000.00	£	-

ETWALL PARISH COUNCIL - 1st November 2021 - Bank Reconciliation

Opening Balance 4th October 2021		£ 103,134.24
Add Total Receipts	£	600.00
Less Total Payments	£	6,640.41
	TOTAL	£ 97,093.83
Represented by:		
Unity Trust Account T1	£	20,483.83
Unity Trust Account T2	£	76,610.00
	TOTAL	£ 97,093.83
Plus receipts not banked		
Less payments made		
Closing balance at 4th October 2021	TOTAL	£ 97,093.83

Opening Balance 6th September 2021		£ 107,301.94
Add Total Receipts	£	-
Less Total Payments	£	4,167.70
	TOTAL	£ 103,134.24
Represented by:		
Unity Trust Account T1	£	20,483.83
Unity Trust Account T2	£	82,650.41
	TOTAL	£ 103,134.24
Plus receipts not banked		
Less payments made		
Closing balance at 4th October 2021	TOTAL	£ 103,134.24

Opening Balance 1st August 2021		£ 114,665.91
Add Total Receipts	£	461.40
Less Total Payments	£	7,825.37
	TOTAL	£ 107,301.94
Represented by:		
Unity Trust Account T1	£	20,501.83
Unity Trust Account T2	£	86,800.11
	TOTAL	£ 107,301.94
Plus receipts not banked		
Less payments made		
Closing balance at 6th September 2021	TOTAL	£107,301.94

ETWALL PARISH COUNCIL

1st November

Minute No: 21/11/4755 (b) + (c)

1	Date	Correspondence requiring action		Action
1.1	08.10.21	Resident	GRIT BIN refill	Clerk has contacted Groundsman
1.2	11.10.21	St Helen's Church	Christmas Tree Festival - St Helen's 2021	Agenda item
1.3	11.10.21	Resident	Jackson's Lane	Clerk has contacted Redrow
1.4	11.10.21	Resident	Etwall Speed Watch	Agenda item
1.5	15.10.21	John Port Spencer Academy	Community Meeting - Thursday 2nd December at 2pm	Cllrs Kirke, Smith and Ireland to attend
1.6	27.10.21	Resident	New Venture - Charity Social Dance on last Friday of each month	Noted, FOR INFORMATION ONLY.
1.7	27.10.21	Derbyshire County Council	Derbyshire County Council Snow Warden Scheme 2021-22	Agreed to participate
1.8	01.11.21	Resident	Speeding	Agreed to forward to Highways, DCC
1.9	01.11.21	Resident	Nearly new event Nov 13th	Agreed to donate the room hire, add to December agenda

2	Date	Correspondence for information		Action
2.1	06.10.21	Derbyshire County Council	Royal British Legion - Derbyshire Lamp Post Poppy Campaign 2021	Noted.
2.2	15.10.21	South Derbyshire District Council	Consultation: Draft Melbourne Neighbourhood Development Plan	Noted.
2.3	18.10.21	DALC	Chairs, Clerks & Councillor's Forum - Wednesday 3 November at 2.30 pm	Noted.
2.4	15.10.21	Resident	Proposed yellow lines	Noted.
2.5	22.10.21	Goodman	EMIP Liaison Meeting minutes	Noted.
2.6		Derbyshire County Council	Traffic Regulation Order full public consultation - 7th -29th October 2021- various locations in South Derbyshire	Noted.
2.7	27.10.21	South Derbyshire District Council	Area Forum/ Community Meetings	Noted.
2.8	01.11.21	DALC	Newsletter	Noted.
2.9	01.11.21	Etwall Age Concern	Age Concern Committee Etwall & District	Noted.

3	Date	Correspondence relating to Frank Wickham Hall		Action
3.1	15.10.21	Rural Action Derbyshire	Village Halls Conference Programme and more information - ask us your questions	Noted
3.2	22.10.21	Rural Action Derbyshire	Information on Day 3 of Village Halls Conference	Noted
3.3	27.10.21	PPL PRS Ltd	TheMusicLicence - Your Review Invoice	Invoice paid.