

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting held on  
Monday 1<sup>st</sup> February 2016**

Present: Cllr R Warburton Cllr D McDonald  
Cllr M Adcock Cllr D Muller  
Cllr I Bennett Cllr T Owen  
Cllr N Ireland Cllr J Patten  
Cllr D Neal Cllr B Payton  
Cllr V Roe

In attendance: Cllr M Ford and four members of the public.

16/2/3584 **Apologies for Absence** – Cllrs Ritchie-Smith and District Cllr Brown

16/2/3585 **Declaration of Interests** – All Members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity declared an interest.

16/2/3586 **Public Speaking** – A comment was made on Part 2 of the Local Plan that Etwall was classed as a service village but it was not felt that there were enough shops for it to be classed as a service village. It was also felt that the Local Plan Part 2 had underestimated the impact of John Port School on the village. It was suggested that a template reply to the Local Plan consultation be sent around the news network. Cllr Muller commented that if the proposed railhead were approved the Local Plan would be amended.

Mrs Jenner asked that an item be included on the next agenda to discuss a formal friendship charter between Valdivienne in France and Etwall. It was reported that links were now in place between the secondary schools in both communities

Cllr Ford reported that the DCC budgets were currently being set and that provision of school bus services was being looked at. Further discussions were being held about the proposed railhead and Network Rail had confirmed that there was capacity on their network. Cllr Ford was trying to arrange a meeting to discuss the siting of bus stops on Belfield Road. The Parish Council agreed to forward details of representatives and suggested dates.

16/2/3587 **Actions from the Previous Meeting not covered by Agenda**

- (a) 15/12/3552 - A reply was received from SDDC and this had been communicated to the gentleman asking the question.
- (b) 15/12/3599(e)(i) - Quote accepted for Sandypits Lane car park but the work would not be carried out until the area was less wet.
- (c) 15/12/3599(e)(v) - PAT testing has been carried out. The groundsmen needed a new extension cable for their heater. Full report awaited.
- (d) 15/12/3560 - Following a discussion with SDDC it was felt that a PSPO would not help the problem of vandalism in the public toilets. It was suggested that a wildlife CCTV camera could be of benefit. SDDC were to discuss this with the Neighbourhood Wardens.

- (e) 15/12/3564- Leaflet giving details of defibrillator to be produced once it was in place. It was expected to be installed during February.
- 16/2/3588 **Minutes of the Frank Wickham Hall meeting held on 18<sup>th</sup> January 2016** – These were approved and signed by the Chairman subject to Cllr Adcock being added to the list of those sending their apologies.
- 16/2/3589 **Chairman's Announcements** – Cllr Warburton thanked all those who had sent emails in support of the application for a grant from Biffa for new play equipment.
- 16/2/3590 **Derbyshire Association of Local Councils** – The latest circulars had been circulated.
- 16/2/3591 **Report from Planning Environment and Highways Committee**
- (a) Planning applications already considered – None
- (b) Planning applications to be considered –  
Prior approval for change of use from agricultural building to a single dwelling at Marsh View, Burnaston Lane – No objections.
- (c) Outcomes of planning applications - Cllr Neal reported on the outcome of recent planning applications.
- (c) Willington Road Phase 1 & Phase 2 – Developers were still in discussion with the planners. It was expected that the three storey properties would be removed from the plans and the developers were looking at changing the road layout to combine the two developments with one access onto Willington Road.
- (d) Two applications for Egginton Road – Expected to go before the Planning Committee in the next 6-8 weeks.
- (e) Development of 52 dwellings, residential care home, community hub etc on Main Street – The appeal on this development had been dismissed although the site still appeared in Part 2 of the Local Plan for possible development.
- (f) Local Plan Part 2 Consultation – A draft response was circulated and agreed. Cllr Neal was thanked for the work he had put into this.
- (g) Cllr Neal reported that there had been a number of actions taken following the recent routine inspections and the results were to be circulated.
- 16/2/3592 **Finance**
- (a) Accounts for payment totalling £3925.25 from the parish council's account were approved and accounts totalling £489.10 from the Frank Wickham Hall Charity were also approved.
- (b) Income totalling £2239.75 was received by the Parish Council with £2218.27 being received by the Frank Wickham Hall Charity.
- (c) Spend against the main budget headings was reported.
- (d) Items of expenditure:-  
Removal of two fir trees at the bowling green - In view of the shortage of time before the nesting season the Clerk was given authority to obtain and accept the lowest quotation for the removal of two fir trees near the bowling green up to a value of £300.
- (e) Replacement of Part-Time Groundsman – Following the resignation of the part-time groundsman, IT WAS DECIDED to advertise for a replacement as soon as possible for the same number of hours. The Clerk and Chair to discuss duties with the existing groundsman.
- 16/2/3593 **Youth Recreation and Allotments Committee** – Cllr Warburton reported that the grant applications to Biffa and Tesco were progressing to the next stage.

- 16/2/3594 **Frank Wickham Hall** – Cllr Bennett reported that the external lights had been fitted with new bulbs but that the microphone was not now working. Some graffiti had appeared on the external wall and the Groundsman was to be asked to clean this off. A member of the public had also complained about offensive graffiti on a fence at Pine Close. The Clerk to be given the address and a letter sent to the homeowner. A letter had been received from the Dancing Club asking for the hall to be extended and the Clerk was to reply enclosing a copy of the prospectus.
- 16/2/3595 **Clerk's Report**  
(a) Report from Employees – The Clerk reported on a pension auto-enrolment course. The pension scheme had been set up with NEST and the staging date brought forward to 1<sup>st</sup> July 2016 not 1<sup>st</sup> April 2016 as had originally been agreed. There had been problems with setting up the direct debit but it was hoped that these would be resolved before 1<sup>st</sup> July.  
(b) Correspondence – see attached.
- 16/2/3596 **Website** – Cllr Ireland that page hits were up 18% during January but downloads had reduced slightly. The Clerk to ensure that the website agendas and minutes were update and set up a website group meeting.
- 16/2/3597 **Any Other Business**  
(a) Cllr Patten said that the broken table in the Frank Wickham Hall needed to be disposed of.  
(b) Cllr Patten also reported that an incident where white goods had been left on the footway for collection had been reported to the Neighbourhood Wardens.  
(c) Cllr Bennett asked if there were any plans to celebrate the Queen's forthcoming birthday. Local organisations to be contacted with the suggestion that they could apply to the Parish Council for funds if a celebration was planned.
- 16/2/3598 **Dates of Committee Meetings** – 15<sup>th</sup> February 2016 at 7.00 pm Frank Wickham Hall Group to look at quotations
- 16/2/3599 **Date of Next Meeting** – Monday 7<sup>th</sup> March 2016 at 7.30 pm in the Frank Wickham Hall.

Signed .....

Date .....

**ETWALL PARISH COUNCIL**  
**1<sup>st</sup> February 2016**

**Minute No.**

|      |                                 |   |                           |
|------|---------------------------------|---|---------------------------|
| 1    | Correspondence Requiring Action |   | Action                    |
| 1.1  | Mr P Doherty                    | Resignation   | See minutes               |
| 1.2  | SDDC                            | Local Plan – Consultation on modifications                      | See minutes               |
| 1.3  | SDDC                            | Consultation on Open Space, Sport & Community Facility Strategy | Chair to draft reply      |
| 1.4  | SDDC                            | Planning application at Marsh View                              | See minutes               |
| 1.5  | DCC                             | Graffiti removal  | Noted                     |
| 1.6  | SDDC                            | Flood Liaison Meeting Agenda                                    | NI & JP                   |
| 1.7  | Mr Adams                        | Trees fallen over on Toyota footpath                            | Reported                  |
| 1.8  | SDDC                            | Charitable Collections Policy Consultation                      | Sent to NHW               |
| 1.9  | Burton Mail                     | Request for information for article                             | Circulate to news network |
| 1.10 | Various                         | Letters of support for new play equipment (29)                  | Sent to Biffa             |

|      |                                |   |                            |
|------|--------------------------------|---|----------------------------|
| 2    | Correspondence for Information |   |                            |
| 2.1  | Biffa                          | Correspondence relating to grant application (3)                        | Noted                      |
| 2.2  | Pension Regulator              | Correspondence relating to auto-enrolment (3)                           | Noted                      |
| 2.3  | SDDC                           | Play Scheme 15/2/16   | Circulated to news network |
| 2.4  | DCC                            | Issues raised at routine inspection                                     | See minutes                |
| 2.5  | Well Prepared                  | Defibrillator update  | Noted                      |
| 2.6  | SDDC                           | Reply to question raised at previous meeting re Main Street application | Forwarded                  |
| 2.7  | Tesco                          | Grant application   | Noted                      |
| 2.8  | SDDC                           | Update on smoking in bus shelter  | Noted                      |
| 2.9  | SDDC                           | 106 Agreement for Main Street development                               | Noted                      |
| 2.10 | RAD                            | Bulk oil buying scheme  | Noted                      |
| 2.11 | Inf Commissioners Office       | Confirmation of Data Protection registration renewal                    | Noted                      |
| 2.12 | NALC                           | Comment on HM Treasury Budget 2016                                      | Noted                      |
| 2.13 | RAD                            | Playground Inspection Training  | Noted                      |
| 2.14 | DALC                           | External Audit for Smaller Authorities                                  | Noted                      |
| 2.15 | M Booth Garden Services        | Advertising   | Noted                      |
| 2.16 | Gordon Ellis & Co              | Advertising   | Noted                      |

|     |                            |                      |  |
|-----|----------------------------|----------------------|--|
| 3   | Correspondence for reading |                      |  |
| 3.1 | Pension Regulator          | Newletter            |  |
| 3.2 | Connect Roads              | A50 Road Performance |  |
| 3.3 | Clerks & Councils Direct   | Magazine             |  |
| 3.4 | J Parkers                  | Catalogue            |  |

|     |   |                     |                  |
|-----|---|---------------------|------------------|
| 4   | Correspondence relating to Frank Wickham Hall |                     |                  |
| 4.1 | Etwall Dancing Club                           | Enlargement to hall | Reply to be sent |
| 4.2 | RAD   | Professional help   | Noted            |
| 4.3 | Insure Your Village Hall                      | Insurance           | Noted            |
| 4.3 | RAD   | Grant opportunity   | Noted            |

| ETWALL PARISH COUNCIL - 1st February 2016    |  |           |       |                   |
|--|--|-----------|-------|-------------------|
|  |  |           |       |                   |
| Opening Balance                              |  |           |       | £74,982.79        |
|  |  |           |       |                   |
| Add Total Receipts                           |  |           |       | £204.15           |
| Less Total Payments                          |  |           |       | £4,267.25         |
|  |  |           |       |                   |
|  |  |           | TOTAL | £70,919.69        |
| Represented by:                              |  |           |       |                   |
| Unity Trust Account                          |  | 70,819.71 |       |                   |
| Current Account - Closed                     |  | 0         |       |                   |
| High Interest Account - Closed               |  | 0         |       |                   |
| Petty Cash                                   |  | 100       |       |                   |
|  |  |           | TOTAL | £70,919.71        |
|  |  |           |       |                   |
| Less cheques to clear                        |  |           |       | £716.55           |
| Plus receipts not cleared                    |  |           |       | £50.80            |
|  |  |           |       |                   |
| <b>Closing balance at 31st December 2015</b> |  |           |       | <b>£70,253.96</b> |
|  |  |           |       |                   |
| Opening Balance                              |  |           |       | £70,919.71        |
|  |  |           |       |                   |
| Add Total Receipts                           |  |           |       | £2,258.65         |
| Less Total Payments                          |  |           |       | £7,369.59         |
|  |  |           |       |                   |
|  |  |           | TOTAL | £65,808.77        |
| Represented by:                              |  |           |       |                   |
| Unity Trust Account                          |  | 65,708.77 |       |                   |
| Petty Cash                                   |  | 100       |       |                   |
|  |  |           | TOTAL | £65,808.77        |
|  |  |           |       |                   |
| Less cheques to clear                        |  |           |       | £4,534.15         |
| Plus receipts not cleared                    |  |           |       | £0.00             |
|  |  |           |       |                   |
| <b>Closing balance at 29th January 2016</b>  |  |           |       | <b>£61,274.62</b> |
|  |  |           |       |                   |

| ETWALL PARISH COUNCIL - 1st February 2016 |        |                 |                           |                  |                |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
|---|--------|-----------------|---------------------------|------------------|----------------|----------------|-----------------|----------------|----------------|-----------------|------------------|-----------------|------------------|------------|--|--|--|--|--|--|--|--|--|--|
| ACCOUNTS 2015/16                          |        |                 |                           |                  |                |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| PAYMENTS                                  |        |                 |                           |                  |                |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| Invoice                                   | Cheq   |                 |                           |                  |                |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| Date                                      | No     | Payee           | Description               | Gross            | VAT            | Admin          | Wages           | Agency         | S137           | PEH             | YRA              | TEN             | RES              |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | Clerk           | Auto-enrolment training   | 474.00           | 79.00          | 395.00         |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                |        | E C Smith       | Planting blackthorn       | 300.00           |                |                |                 |                |                |                 | 300.00           |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                |        | David Bramall   | Repairs to post etc       | 113.10           |                |                |                 |                |                |                 | 113.10           |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | M Williamson    | Repairs to changing room  | 225.00           |                |                |                 |                |                |                 | 225.00           |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | M Williamson    | Repair post on Church Hil | 45.00            |                |                |                 |                |                | 45.00           |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | HMRC            | Tax & NI                  | 607.45           |                |                | 607.45          |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | Clerk           | Expenses                  | 45.45            |                |                | 45.45           |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | Clerk           | Exp - mob top up/postage  | 20.12            |                | 20.12          |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 01/02/2016                                | BT     | Clerk           | Exp - lightbulbs          | 8.98             |                |                |                 |                |                |                 | 8.98             |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 02/02/2016                                | BT     | Staff           | Wages                     | 2058.94          |                |                | 2058.94         |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>TOTAL</b>              | <b>3898.04</b>   | <b>79.00</b>   | <b>415.12</b>  | <b>2711.84</b>  | <b>0.00</b>    | <b>0.00</b>    | <b>45.00</b>    | <b>647.08</b>    | <b>0.00</b>     |                  |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>CUMULATIVE</b>         | <b>65834.54</b>  | <b>1136.49</b> | <b>4395.99</b> | <b>39445.00</b> | <b>1739.67</b> | <b>3220.71</b> | <b>1113.01</b>  | <b>12958.44</b>  | <b>190.00</b>   |                  |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>BUDGET</b>             | <b>105644</b>    |                | <b>6534.00</b> | <b>52250.00</b> | <b>3020.00</b> | <b>4000.00</b> | <b>7450.00</b>  | <b>28200.00</b>  | <b>190.00</b>   |                  |            |  |  |  |  |  |  |  |  |  |  |
| RECEIPTS                                  |        |                 |                           |                  |                |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
|   | Paying |                 |                           |                  |                |                |                 |                |                |                 |                  |                 | VAT              | Concurrent |  |  |  |  |  |  |  |  |  |  |
| Date                                      | In No  | From            | Description               | Total            | Ad             | Ag             | Int             | Ten            | PEH            | YRA             | Pre              | Reim            | Expenses         |            |  |  |  |  |  |  |  |  |  |  |
| 31/12/2015                                |        | HMRC            | VAT reimb                 | 1,307.85         |                |                |                 |                |                |                 |                  | 1307.85         |                  |            |  |  |  |  |  |  |  |  |  |  |
| 31/12/2015                                |        | Unity Trust     | Interest                  | 31.90            |                |                | 31.90           |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 04/01/2016                                |        | Spread Eagle PH | Donation                  | 500.00           | 500.00         |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 08/01/2016                                |        | N/hood Watch    | Donation                  | 300.00           | 300.00         |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
| 19/01/2016                                |        | Post Office     | Donation                  | 100.00           | 100.00         |                |                 |                |                |                 |                  |                 |                  |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>TOTAL</b>              | <b>2,239.75</b>  | <b>900.00</b>  | <b>0.00</b>    | <b>31.90</b>    | <b>0.00</b>    | <b>0.00</b>    | <b>0.00</b>     | <b>0.00</b>      | <b>1,307.85</b> | <b>0.00</b>      |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>CUMULATIVE</b>         | <b>71,472.83</b> | <b>900.00</b>  | <b>124.25</b>  | <b>114.62</b>   | <b>358.32</b>  | <b>744.93</b>  | <b>5,134.75</b> | <b>39,647.00</b> | <b>1,307.85</b> | <b>21,531.00</b> |            |  |  |  |  |  |  |  |  |  |  |
|   |        |                 | <b>BUDGET</b>             | <b>36,891.00</b> | <b>0.00</b>    | <b>300.00</b>  | <b>120.00</b>   | <b>700.00</b>  | <b>530.00</b>  | <b>1,088.00</b> | <b>36,891.00</b> | <b>0.00</b>     | <b>20514.00</b>  |            |  |  |  |  |  |  |  |  |  |  |

| FRANK WICKHAM HALL CHARITY - 1st February 2016 |           |               |                      |                 |                 |               |                |               |               |               |                |                |               |                 |                 |
|--|-----------|---------------|----------------------|-----------------|-----------------|---------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|-----------------|-----------------|
| ACCOUNTS 2015/16                               |           |               |                      |                 |                 |               |                |               |               |               |                |                |               |                 |                 |
| PAYMENTS                                       |           |               |                      |                 |                 |               |                |               |               |               |                |                |               |                 |                 |
| Invoice  | Cheq      |               |                      |                 |                 | Clean         |                | Misc          |               | Council       | Repairs &      | Safety         | Waste         | Specific        |                 |
| Date   | No        | Payee         | Description          | Total           | Admin           | Mat           | Utilities      | Equip         | PRS Lic       | Tax           | Maint          | Checks         | Disposal      | Items           | Reserves        |
| 14/1/116                                       |           | SSW           | Water                | 85.00           |                 |               | 85.00          |               |               |               |                |                |               |                 |                 |
| 01/02/2015                                     |           | E C Smith     | Trimming hedge etc   | 300.00          |                 |               |                |               |               |               | 300.00         |                |               |                 |                 |
| 01/02/2015                                     |           | Atlas         | Hand /soap dispenser | 104.10          |                 | 104.10        |                |               |               |               |                |                |               |                 |                 |
|  |           |               |                      | <b>489.10</b>   | <b>0.00</b>     | <b>104.10</b> | <b>85.00</b>   | <b>0.00</b>   | <b>0.00</b>   | <b>0.00</b>   | <b>300.00</b>  | <b>0.00</b>    | <b>0.00</b>   | <b>0.00</b>     | <b>0.00</b>     |
|  |           |               |                      | <b>6335.26</b>  | <b>1059.97</b>  | <b>387.60</b> | <b>2803.19</b> | <b>96.64</b>  | <b>385.70</b> | <b>290.87</b> | <b>914.94</b>  | <b>295.92</b>  | <b>200.43</b> | <b>0.00</b>     | <b>0.00</b>     |
|  |           |               |                      | <b>22710.00</b> | <b>1090.00</b>  | <b>500.00</b> | <b>5000.00</b> | <b>250.00</b> | <b>350.00</b> | <b>300.00</b> | <b>2000.00</b> | <b>1000.00</b> | <b>225.00</b> | <b>21000.00</b> | <b>10000.00</b> |
| RECEIPTS                                       |           |               |                      |                 |                 |               |                |               |               |               |                |                |               |                 |                 |
| Invoice  | Paying in |               |                      |                 |                 | Hall          | Library        |               |               | Utility       |                |                |               |                 |                 |
| Date   | No        | Received from | Description          | Total           | Hire            | Rent          | Interest       | Donation      | Payment       | Over          |                |                |               |                 |                 |
| 28/01/2016                                     | 121       | Various       | Hall hire            | 2218.27         | 2218.27         |               |                |               |               |               |                |                |               |                 |                 |
|  |           |               | <b>TOTAL</b>         | <b>2218.27</b>  | <b>2218.27</b>  | <b>0.00</b>   | <b>0.00</b>    | <b>0.00</b>   | <b>0.00</b>   |               |                |                |               |                 |                 |
|  |           |               | <b>CUMULATIVE</b>    | <b>12588.77</b> | <b>12213.77</b> | <b>375.00</b> | <b>0.00</b>    | <b>0.00</b>   | <b>0.00</b>   |               |                |                |               |                 |                 |
|  |           |               | <b>BUDGET</b>        | <b>15600.00</b> | <b>1500.00</b>  | <b>500.00</b> | <b>100.00</b>  | <b>0.00</b>   | <b>0.00</b>   |               |                |                |               |                 |                 |