

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 7th January 2019**

Present: Cllr D Neal
Cllr I Bennett
Cllr S Fryer
Cllr A Kirke
Cllr D McDonald
Cllr A Muller

Cllr D Muller
Cllr B Payton (part)
Cllr P Sanders
Cllr D Smith
Cllr A Whitehouse

In attendance: County Councillor M Ford, District Councillor L Brown and four members of the public

18/12/4164 **Apologies for Absence** – Cllr Ireland

18/12/4165 **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.

18/12/4166 **Public Speaking** – A number of issues were brought to the attention of members:-

- (a) Hedges overgrowing footpaths making them inaccessible for wheelchair access. Details to be given to the Clerk to enable her to write to the owners to ask for them to be cut back.
- (b) Inconsiderate parking during school pick up and drop of times from the Library to the Blenheim with buses having difficulty getting through at times.
- (c) Drains blocked outside One Stop on Main Street and also problems at the junction of Willington Road/Main Street.
- (d) Speeding traffic on Main Street near the end of Burnaston Lane. Training for Community Speedwatch was to be carried out when there was more daylight. Anyone interested in becoming involved should contact the Clerk to the Parish Council. Alternatively, it could be reported at the Etwall Area Forum meeting on 29th January 2019 at Scropton Village Hall.

(e) Fly tipping on the A516 and on Ashe Lane – Clerk to report this.

Cllr Brown reported that the monitoring report which gave lots of interesting information about the district and SDDC was now available on the SDDC website. It was also reported that the Planning Department was changing to a new computer system.

Cllr Ford reported that the fence by the railway track had still to be repaired but that he would chase this up. He had also asked DCC to look at the overgrown footpaths leading to the Seven Wells but they considered this to be adequate.

Cllr Ford had also raised the issue of the closure of the public toilets and the Parish Council needed to submit a written request for their closure.

Cllr Ford was asked if there were any plans to improve the slip road on the A38 at the Y-Pass garage to allow more time to join the A38. This was the responsibility of Highways England.

18/12/4167 **Minutes of the meeting held on 3rd December 2018** - These minutes were approved and signed by the Chair.

18/12/4168 **Actions from the Previous Meeting** –

- 18/12/4166 - Proposals for the new signage at Carriers Road had been circulated to members.

- 18/12/4174(d) - Letters of thanks sent to all those involved with the Christmas tree lighting switch on.
 - 18/12/4174(e) - Poor mobile signal – Problems had been experienced in finding exactly who to write to.
- 18/12/4170 **Chairman’s Announcements** – The Chair updated the meeting on work that he had been undertaking in relation to 106 monies. He also circulated the wording for a plaque to be erected in the area of the tree giving details of the donors for the Christmas tree lights.
- 18/12/4172 **Derbyshire Association of Local Councils** – Circular 16/2018 had been circulated to members. Training to be booked after the elections.
- 18/12/4173 **Youth Recreation and Allotments Committee**
- (a) Cllr McDonald reported on a meeting with an Etwall resident regarding an issue at Chestnut Grove Children’s Play Area. IT WAS DECIDED that all unwanted branches should be removed from the play area.
 - (b) Proposals for the Children’s Play Area had been circulated to members and IT WAS DECIDED that these should be circulated to local residents for comment. It was suggested that the primary school could become involved in the creation of a nature area.
- 18/12/4174 **Report from the Planning Environment and Highways Committee**
- (a) Update on previous planning applications – The following applications had been determined by SDDC:-
 - Retrospective application for the variation of condition 2 of planning permission (relating to the erection of two B1/B2/B8 units) with associated parking, fencing and gated entrance on land on the north east side of Heage Lane – Granted
 - The felling of a sycamore and pruning of a silver birch at 80 Main Street – granted.
 - The felling of five trees at Ashwood, Church Hill - withdrawn
 - The pruning of tree at Almshouses, Church Hill - Granted
 - (b) Planning applications already considered - None
 - (c) Planning applications requiring consideration –
 - The felling of four and pruning of one Oak tree(s) covered by SDDC TPO No 444 at Etwall Lodge, Willington Road – Ask that the Tree Officer look at these trees and advise.
 - The erection of extensions and alterations including a car port at 11 Risborrow Close – No objections but the application does seem intrusive to the neighbouring property.
 - Extension to existing building to provide additional commercial floorspace at Hansons auctioneers – No objections
 - (d) 106 monies – Pedestrian Works Update - Cllr Neal reported that Ivan Way had been resurfaced and circulated proposals for the marking of parking bays.
 - (e) Planting of Memorial Tree – A resident had asked for permission to plant a memorial tree. It was felt that a memorial wood would be a good idea and this was to be included in the discussions on the planting of trees in the village.
- 18/12/4175 **Finance**
- (a) Items of expenditure:-
 - (i) Summer Play Activities – Although the summer play sessions were extremely well attended, there was no-one from the 14+ age group. A budget of £1500 was agreed for summer play activities 2019 in order to have a larger piece of equipment for older children.

- (ii) Payment of Gratuity to Allotment Holders – IT WAS DECIDED to pay £35 each to two allotment holders for their work on maintaining the communal areas of the allotments.
 - (iii) Funding for Frank Wickham Hall – IT WAS DECIDED to transfer the budgeted £9,000 to the Frank Wickham Hall.
 - (iv) Data Protection – IT WAS AGREED TO renew registration under the Data Protection Act at a cost of £40.00.
 - (v) Request for a Donation from Etwall Well Dressing Association – IT WAS DECIDED to give Etwall Well Dressing Association a donation of £164.00.
 - (vi) Legal fees for Sandypits Lane Changing Rooms Lease – The Football Club had requested a 25 year lease in order to make them better able to apply for grants. DALC had advised that legal advice should be sought before granting a 25 year lease. An estimate of £750-£1500 had been given for this work by a solicitor. Members did not feel that the Parish Council should bear the burden of this cost.
 - (vii) Quotation for road marking on Ivan Way – Two quotations had been received for road marking both at a cost of £420. These were time-expired but approval was given to go ahead providing the costs had not increased significantly.
- (b) Accounts for payment for the Parish Council totalling £24,466.09 were approved as were accounts totalling £3300.93 for the Frank Wickham Hall Charity.
 - (c) Income of £136.00 was received by the Parish Council and £1646.00 by the Frank Wickham Hall Charity.
 - (d) Spend against the main budget headings were reported.
 - (e) Bank reconciliations for November and December were reported.
 - (f) Minutes of the Finance Committee meeting held on 17th December 2018 – These were approved subject to a correction on the 2017/18 precept figure as the council tax support grant should have been deducted from this amount.
 - (g) Approval of budget and setting of precept for 2019/20 – In view of the recent DALC circular giving details of the pay award from 1st April 2019, IT WAS DECIDED to increase the wages budget by £1,500 and reduce the donations budget by the same amount from that agreed by the Finance Committee. IT WAS THEREFORE DECIDED to request a precept of £40,758 a reduction of just over £1500 on the previous year.

18/12/4176

Frank Wickham Hall

- (a) IT WAS AGREED that any committee meetings would be held on the third Monday of the month which would free up the second and fourth Mondays for other hirers.
- (b) Cllr Bennett reported that the leak in the boiler room had now been fixed. He also reported the one of the heaters in the main hall was not working. An electrician to be called in.
- (c) Cllr Neal reported that a set of drawings for Phase 2 had been received. These were to be circulated to members. An asbestos survey may be required due to the age of the building. The Clerk to find the asbestos survey carried out some years ago. EKV require assistance by M&E and structural engineers to assist in their design and quotations are being sought by EKV

18/12/4177

Clerk's Report

- (a) Report from Employees – The Clerk reported that it was a requirement that all qualifying employees be re-enrolled in the pension scheme.
- (b) Correspondence – See attached.

- 18/12/4178 **Website and Facebook** – IT WAS DECIDED to review the website and Facebook reporting when Cllr Ireland was present.
- 18/12/4179 **Any Other Business** –
- (a) Cllr Fryer asked if the Parish Council could apply for Safer Neighbourhoods funding. Additional CCTV cameras were required but in the past the Parish Council had been informed that only new systems would be funded. However, it was worth asking the question.
 - (b) Cllr Muller updated the meeting on the situation regarding the buffer zone between the Willington Road development and existing properties.
 - (c) Cllr Bennett reminded the meeting that letters needed to be sent out to regular hirers regarding the price increase from 1st April 2019.
 - (d) Cllr Sanders mentioned the large amount of litter on the outskirts of the village. Cllr Muller had reported this to SDDC earlier in the day.
 - (e) Cllr Neal mentioned that £5796 of 106 monies had still to be spent on pedestrian/environmental improvements and asked members to come back with ideas of where this money could be spent.
- 18/12/4180 **Dates of Committee Meetings** – IT WAS DECIDED that committee meetings would be held at 7.30 pm so that all meetings commenced at the same time. No meetings have been scheduled for January.
- 18/12/4181 **Date of Next Meeting** – Monday 4th February at 7.30 pm in the Frank Wickham Hall.

Signed

Date

ETWALL PARISH COUNCIL
7th January 2019

Minute No.

1	Correspondence Requiring Action		Action
1.1	Resident	Planting of memorial tree	See minutes
1.2	Inf Commissioners Office	Renewal of registration under Data Protection Act	See minutes
1.3	Well Dressing Association	Request for a donation	See minutes
1.4	SDDC	Notification of Parish Precepts	See minutes
1.5	Pensions Regulator	Re-enrolment	Clerk to action

2	Correspondence for Information		
2.1	DALC	Extension of lease to footballers at Sandypits	Noted
2.2	SDDC	106 monies	Noted
2.3	SDDC	Permission to prune tree at Almshouses	Noted
2.4	John Port Spencer Academy Trust	Notes of recent meeting	Noted
2.5	Vice-Chair	Notes of meeting with resident of Chestnut Grove	Noted
2.6	SDDC	Notification of play equipment repairs	Noted
2.7	DCC	Public Library Service Strategy	Noted
2.8	Police	Neighbourhood Watch	Noted
2.9	SDDC	Purchase of trees/training	Noted
2.10	Etwall Primary School	Reply to thanks	Noted
2.11	Charity Commission	Completion of Annual Returns (2)	Noted
2.12	Vaughans	Quotations for badge of office	Noted
2.13	Toyota	Change in personnel	Noted
2.14	RBS	Bank charges explained	Noted

3	Correspondence for reading - None		
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4	Correspondence relating to Frank Wickham Hall		
4.1	Fusion	Quotation for new sound system	Noted
4.2	EDF	Request for a meter reading	Noted
4.3	British Gas	Changes to terms and conditons	Noted

ETWALL PARISH COUNCIL - 7th January 2019

Bank Reconciliations

Opening Balance		£63,872.83
Add Total Receipts		£36,061.19
Less Total Payments		£5,772.43
	TOTAL	£94,161.59
Represented by:		
Unity Trust Account	94,061.59	
Petty Cash	100	
	TOTAL	£94,161.59
Closing balance 3rd December 2018		£94,161.59

Opening Balance		£94,161.59
Add Total Receipts		£112.00
Less Total Payments		£7,296.26
	TOTAL	£86,977.33
Represented by:		
Unity Trust Account	86,877.33	
Petty Cash	100	
	TOTAL	£86,977.33
Plus receipts not banked		£0.00
Less payments made		£20,221.32
Closing balance 7th January 2019		£66,756.01

ETWALL PARISH COUNCIL														
ACCOUNTS 2018/19 - 7th January 2019														
PAYMENTS														
Invoice	Cheq													
Date	No	Payee	Description	Gross	VAT	Admin	Wages	Agency	S137	PEH	YRA	TEN		
Items already paid but requiring approval														
23/12/2018	BT	Signs Express	Signs for Ivan Way (50%)	171.55						171.55				
27/12/2018	DD	NEST	Pension	194.23			194.23							
27/12/2018	BT	HMRC	Tax & NI	990.73			990.73							
31/12/2018	BT	Staff	Salaries	2870.26			2870.26							
31/12/2018		Unity Trust Bank	Bank charge	18.00		18.00								
Items requiring approval														
07/01/2019	BT	Almshouses	Groundsmen's hut rent	196.00						196.00				
07/01/2019	BT	J A Gardner	Website maintenance	167.95		167.95								
07/01/2019	BT	Clerk	Expenses	56.66			56.66							
07/01/2019	BT	Clerk	Exo - postage	£10.79			10.79							
07/01/2018	BT	Alan Brown	Resurfacing of Ivan Way	19789.92						19789.9				
			TOTAL	24466.09	0.00	185.95	4122.67	0.00	0.00	20157.47	0.00	0.00		
			CUMULATIVE	114848.93	7400.57	4477.49	40941.37	504.00	2740.00	52449.83	6145.67	190.00		
			BUDGET	95455.00	0.00	7200.00	52850.00	2865.00	5800.00	9870.00	16680.00	190.00		
INCOME														
	Paying													
Date	In No	From	Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Wages	Precept	VAT	Conc
26/11/2018	80	Plot 12B	Allotment rent	12.00						12.00				
06/12/2018		Pigeon Club	Sandypits - Rent	100.00						100.00				
07/01/2018	81	Plot 8B	Allotment rent	24.00						24.00				
			TOTAL	136.00	0.00	0.00	0.00	0.00	0.00	136.00	0.00	0.00	0.00	0.00
			CUMULATIVE	108424.47	453.72	0.00	0.00	960.00	16536.94	1705.11	13407.30	45021.00	7657.99	22625.00
			BUDGET	82155.00	0.00	315.00	0.00	700.00	3060.00	1500.00	10900.00	44770.00	0.00	20910.00

FRANK WICKHAM HALL CHARITY - 7th January 2019															
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
Invoices already paid but which require approval															
03/12/2018	367	EKV Design	Phase 2 Plans	1579.50											1579.50
12/12/2018	DD	British Gas	Gas	192.48			192.48								
17/12/2018		CAF Bank	Account fee	5.00	5.00										
17/12/2018	DD	Pennon Water	Water	28.00			28.00								
17/12/2018	DD	EDF	Electricity	141.00			141.00								
04/12/2018	368	O Heap & Son	Fire alarm service	140.40								140.40			
Invoice requiring approval															
07/01/2019	369	EKV Design	Phase 1 remainder	329.47										329.47	
07/01/2019	369	EKV Design	Phase 1 end of project	823.68										823.68	
07/01/2019	370	Clerk	New socket cover	19.94							19.94				
07/01/2010	370	Clerk	Chair leg feet (small)	29.81							29.81				
07/01/2018	371	Cllr Bennett	New thermostat	11.65							11.65				
			TOTAL	1721.43	5.00	0.00	361.48	0.00	0.00	0.00	61.40	140.40	0.00	1153.15	0.00
			CUMULATIVE	33120.80	835.17	411.28	3012.82	440.99	416.56	290.87	2127.59	330.06	200.43	25501.49	0.00
			BUDGET	56675.00	10300.00	600.00	5500.00	100.00	400.00	350.00	3000.00	700.00	225.00	25000.00	10500.00

