

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 6th January 2020**

Present: Cllr A Kirke
Cllr V Hobson
Cllr N Ireland
Cllr S Mann
Cllr D Neal
Cllr B Payton
Cllr D Smith
Cllr A Whitehouse

In attendance: County Councillor Ford and one member of the public

- 20/1/4366 **Apologies for Absence** – District Councillor Brown and Cllr A Muller
- 20/1/4367 **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. Cllrs Payton and Ireland declared an interest in the item relating to the donation to the Almshouses as they were both Almshouse Trustees.
- 20/1/4368 **Public Speaking** – Cllr Ford was asked to look into a number of matters. These included the painting of the railings in front of the bus stop outside John Port School and the repair of the fence by the bridge over the cycle track on Hilton Road (a photograph of this to be sent to Cllr Ford).
- 20/1/4369 **Minutes of the meeting held on 2nd December 2019** - These minutes were approved and signed by the Chair.
As Cllr Smith had to leave the meeting early it was agreed that the order of the agenda could be changed.
- 20/1/4370 **Youth Recreation and Allotments Committee -**
- (a) King George V Playing Field – Proposed Field Layouts - Following display of proposals to change the football pitch at the exhibition on 12th December when no objections were received, IT WAS DECIDED to ask Sport England for permission to keep the far goalpost in the existing position but reduce the width and length of the pitch to a junior size to allow for the installation of more play/gym equipment.
 - (b) Future Use of the Public Toilet Building – Although it was accepted that additional parking spaces were required in that area, due to the level of the land and its situation, it was not felt practical to demolish the building and make additional parking spaces. It was felt that the best use of the building would be as a storage and rest room for the groundsmen. It was suggested that the disabled toilet be retained for use by the groundsmen and those with a radar key. SDDC to be asked to supply the cost implications of taking over responsibility for this building. It was also felt that CCTV was required in this area.
- 20/1/4371 **Finance -**
- (a) **Items of expenditure**
 - (i) Summer Holiday Play Scheme 2020 – IT WAS DECIDED that a sum of £1285 would be included in the budgets for 2020/21 for the summer play scheme on King George V Playing Field. Last year the Parish Council was too late to book the Big Fun Friday but approval would allow a booking to be made as soon as bookings opened. It was felt that advertising of the events should be improved.

- 20/1/4372 **Actions from the Previous Meeting –**
- 19/12/4357(c) - Thanks sent to those involved in the Christmas Tree lights switch on.
 - 19/12/4357(d) - Email sent to Cllr Ford re depth marker and postcode sign on Heage Lane.
 - 19/12/4358 – Quotation for additional CCTV camera received.
 - 19/12/4359 - The cost of putting down slabs as well as limestone chippings at the entrance to the children’s play area on KGV was an additional £35 so members agreed via email that the work could go ahead. This work was planned to take place during the Christmas holidays.
- 20/1/4373 **Chairman’s Announcements –** The Chair reported on the recent liaison meeting with representatives of John Port School.
- 20/1/4374 **Derbyshire Association of Local Councils –** Circulars 13/2019 and 14/2019 had been circulated. The website administrator to be asked to do research into website accessibility and report changes required.
- 20/1/4375 **Report from the Planning Environment and Highways Committee**
- (a) Update on previous planning applications that had all been granted by SDDC subject to conditions –
- 51 Belfield Road - The erection of a two-storey rear extension
 - 20 Mansfield Croft - The erection of two storey side extension, single storey rear extension and front porch
 - 1 Etwall Rectory, Rectory Court – Tree works
- The following application was refused:-
- 3 Broadlands, Sutton Lane - Certificate of Lawfulness for the proposed erection of a single storey extension
- (b) Planning applications requiring consideration – None
- (c) Report of Drug Dealing in Etwall – There were reports of young people on mopeds in the area of the youth shelter and outside John Port School who appeared to be dealing drugs at the time when children were leaving the schools. The police had been informed using 101 and John Port School had been made aware. The Primary School to be made aware of the problem and it was also to be included in The Express report. Chris Smith at SDDC to be contacted and efforts made to contact our local police. If this was unsuccessful IT WAS DECIDED to write to the Regional Crime Commissioner.
- (d) SDDC – Methodology Consultation – Strategic House and Economic Land Availability Assessment – This document had been circulated and no comments received.
- 20/1/4376 **Finance**
- (a) Items of expenditure:-
- (i) Data Protection Registration Renewal – This was agreed at a cost of £35.00
 - (ii) Request for a donation towards replacement sundials at the Almshouses – IT WAS DECIDED to pledge a donation of £500 to this project.
 - (iii) Request for a donation to South Derbyshire CVS Food Bank – IT WAS DECIDED to give a donation of £200.
 - (iv) Summer Holiday Play Scheme – see above.
 - (v) Quotation for electrical inspection and replacement of distribution board – IT WAS DECIDED to accept the quotation for the electrical inspection at a cost of £250 but obtain further information and quotations on the replacement of the distribution board.

- (b) Accounts for payment for the Parish Council totalling £4150.14 were approved as were accounts totalling £630.24 for the Frank Wickham Hall Charity. The Parish Council had received £73396.84 since the previous meeting which included 106 monies for the Frank Wickham Hall Project and £491.75 had been received by the Frank Wickham Hall Charity. Spend against the main budget headings were reported. Bank reconciliations were also reported.
- 20/1/4377 **Frank Wickham Hall** – Cllr Neal reported that the exhibition of the plans to improve the meeting room and toilets on 12th December had proved very successful. Thanks went all those who helped on the day and to the Art Club for use of their display boards. The votes cast were 158 in favour of the project and 9 against excluding those that lived outside the village, voted twice or did not give an address. IT WAS THEREFORE DECIDED to seek the Secretary of State’s approval to borrow £30,000. This amount would be reduced should a grant application be successful.
- 20/1/4378 **Clerk’s Report**
 (a) Report from Employees – Nothing to report.
 (b) Correspondence – See below.
- 20/1/4379 **Website and Facebook** – There was little activity on the website and Facebook page due to the Christmas holiday.
- 20/1/4380 **DALC Circular – Security of Data** – The Clerk reported that policies various were required but in the meantime whilst every effort was made to ensure that personal data was not circulated, members should keep their devices as secure as possible and be aware of not sharing any personal data without permission.
- 20/1/4381 **Any Other Business**
 (a) It was suggested that a liaison meeting be held with the Primary School in the same way as John Port School. The Clerk to contact the Head.
 (b) It was decided to carry out the walk of the village where items requiring attention were reported in March and October. Routes to be allocated at the March meeting but any items should be reported as they were noticed.
 (c) The future of the library to be made an agenda item for the next meeting.
 (d) Cllr Ireland reported that other parish councils were helping to commemorate VJ Day. It was suggested that the parish council could support the churches if they were holding an event.
 (e) Cllr Mann reported that he felt that the road signs from Egginton into Etwall at the crossroads were causing the problem at this junction particularly when it was dark. The matter to be passed to Cllr Ford.
 (f) Members were asked if we could plant trees to replace those that had recently been taken down on Egginton Road. This area was the responsibility of SDDC and they were looking into replacing all trees that they had had to remove that were dying or diseased.
 (g) Cllr Hobson reported that the tree work at Sandypits had been completed but the Tree Surgeons had noticed that the tree behind the changing rooms was dying. Ivy was also killing some of the trees on the playing field. The groundsmen had been asked to remove the ivy and the Clerk to check that this had been done.
- 20/1/4382 **Dates of Committee Meetings** – Finance Committee – Monday 20th January at 7.30 pm
- 20/1/4383 **Date of Next Meeting** – Monday 3rd February 2020 at 7.30 pm in the Frank Wickham Hall.

Signed

Date

ETWALL PARISH COUNCIL
6th January 2020

Minute No. 20/1/4378

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|-----|---------------------------------|--|------------------------|
| 1 | Correspondence Requiring Action | | Action |
| 1.1 | SDDC | Public toilets – future use of the building | See minutes |
| 1.2 | SDDC | Summer Sports provision | See minutes |
| 1.3 | SDDC | South Derbys Strategic House & Economic Land Availability Assessment | See minutes |
| 1.4 | South Derbys CVS | Request for a donation to support foodbank | See minutes |
| 1.5 | Repton School | Poster for charity awards | Actioned |
| 1.6 | Rradar | Activation of account | Clerk to action |
| 1.7 | Police | Signing up to email alerts | Circulated |
| 1.8 | SDDC | Concurrent functions | To be noted in budgets |
| 1.9 | Resident | Request for correspondence | Clerk actioned |

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| 2 | Correspondence for Information | | |
| 2.1 | John Port School | Notes of meeting | To be circulated |
| 2.2 | DCC | Work on Mickleover Greenway | Noted |
| 2.3 | Etwall Bowls Club | Notification of trees planted | Noted |
| 2.4 | Resident | Report of possible drug dealing | See minutes |
| 2.5 | Betel | Reply to email of thanks | Noted |
| 2.6 | Unity Trust Bank | Bank charges | Second bank account to be opened |
| 2.7 | SJL Landscapes | Services offered | Noted |
| 2.8 | RBS | Transfer of account | Noted |
| 2.9 | SDDC | Repairs to play equipment area gate | Members were unhappy with the quality of the repair |
| 2.10 | Capital HQ | Loans | Noted |
| 2.11 | Came & Co | Claim for wages during groundsman's absence | Noted |

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| 3 | Correspondence for reading - None | | |
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| 4 | Correspondence relating to Frank Wickham Hall | | |
| 4.1 | Norwood | Quotations for electrical work (2) | See minutes |
| 4.2 | Dance Club | Improvements to lighting | Clerk replied |
| 4.3 | SDDC | Notification of grant available | Not eligible |
| 4.4 | SSW | Combining water accounts | Noted |
| 4.5 | British Gas | Confirmation of contract end | Noted |
| 4.6 | RAD | Sustainable Village Hall Conference summary | Noted |
| 4.7 | RAD | National Village Halls Open Day | Noted |

| ETWALL PARISH COUNCIL - 6th January 2020 | | | | |
|--|--|-----------|-------|-------------|
| Bank Reconciliations | | | | |
| Opening Balance | | | | £76,727.60 |
| Add Total Receipts | | | | £1,421.35 |
| Less Total Payments | | | | £8,438.94 |
| | | | TOTAL | £69,710.01 |
| Represented by: | | | | |
| Unity Trust Account | | 69,710.01 | | |
| Plus receipts not banked | | 0.00 | | |
| Less payments made | | 0.00 | | |
| | | | | |
| Closing balance at 31st October 2019 | | | TOTAL | £69,710.01 |
| Opening Balance | | | | £69,710.01 |
| Add Total Receipts | | | | £134.00 |
| Less Total Payments | | | | £11,918.75 |
| | | | TOTAL | £57,925.26 |
| Represented by: | | | | |
| Unity Trust Account | | 57,925.26 | | |
| Plus receipts not banked | | 0.00 | | |
| Less payments made | | 0.00 | | |
| | | | | |
| Closing balance at 21st November 2019 | | | TOTAL | £57,925.26 |
| Opening Balance | | | | £57,925.26 |
| Add Total Receipts | | | | £0.00 |
| Less Total Payments | | | | £3,249.01 |
| | | | TOTAL | £54,676.25 |
| Represented by: | | | | |
| Unity Trust Account | | 54,676.25 | | |
| Plus receipts not banked | | 73,286.74 | | |
| Less payments made | | 5,111.26 | | |
| | | | | |
| Closing balance at 6th January 2020 | | | TOTAL | £122,851.73 |

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| ETWALL PARISH COUNCIL - 6th January 2020 | | | | | | | | | | | | | | |
| ACCOUNTS 2019/20 | | | | | | | | | | | | | | |
| PAYMENTS | | | | | | | | | | | | | | |
| Invoice | Cheq | | | | | | | | | | | | | |
| Date | No | Payee | Description | Gross | VAT | Admin | Wages | Agency | S137 | PEH | YRA | TEN | FWH | |
| Invoices already paid but requiring approval | | | | | | | | | | | | | | |
| 30/12/2019 | DD | NEST | Pensions | 194.23 | | | 194.23 | | | | | | | |
| 31/12/2019 | BT | Staff | Salaries | 3018.73 | | | 3018.73 | | | | | | | |
| Payments requiring approval | | | | | | | | | | | | | | |
| 06/01/2020 | BT | Clerk | Milage | 27.94 | | | 27.94 | | | | | | | |
| 06/01/2020 | BT | J A Gardner | Website maintenance | 215.53 | | 215.53 | | | | | | | | |
| 06/01/2020 | BT | Edwin Smith | Hedge cutting - KGV | 65.00 | | | | | | | 65.00 | | | |
| 10/01/2020 | DD | Lloyds Bank Card | Monthly fee | 6.00 | | 6.00 | | | | | | | | |
| 18/01/2020 | DD | HMRC | Tax & NI | 622.71 | | | 622.71 | | | | | | | |
| | | | TOTAL | 4150.14 | 0.00 | 221.53 | 3863.61 | 0.00 | 0.00 | 0.00 | 65.00 | 0.00 | 0.00 | |
| | | | CUMULATIVE | 66727.75 | 3134.76 | 4225.83 | 39641.14 | 25.00 | 1115.25 | 8214.44 | 4239.33 | 190.00 | 5942.00 | |
| | | | BUDGET | 106160.00 | 0.00 | 7685.00 | 53250.00 | 2340.00 | 5500.00 | 7575.00 | 20620.00 | 190.00 | 9000.00 | |
| RECEIPTS | | | | | | | | | | | | | | |
| | | | | | | | | | | | | Supp | | |
| | Paying | | | | | | | | | | | Grant/ | VAT | Conc |
| Date | In No | From | Description | Total | Ad | Ag | Ten | PEH | YRA | Wages | FWH | Precept | Reim | Exp |
| 06/11/2019 | BACS | Plot 8B | Allotment rent | 24.00 | | | | | 24.00 | | | | | |
| 12/11/2019 | BACS | Etwall FC | Rent for Sandypits | 50.00 | | | | | 50.00 | | | | | |
| 18/11/2019 | BACS | Plot 18A | Allotment rent | 12.00 | | | | | 12.00 | | | | | |
| 18/11/2019 | BACS | Plot 16B | Allotment rent | 24.00 | | | | | 24.00 | | | | | |
| 18/11/2019 | BACS | SDDC | Concurrent Exp | 23,078.00 | | | | | | | | | | 23,078.00 |
| 11/12/2019 | BACS | SDDC | 106 monies - FWH | 30,098.84 | | | | | | | 30,098.84 | | | |
| 11/12/2019 | BACS | SDDC | 106 monies - KGV | 20,000.00 | | | | | | | 20,000.00 | | | |
| 19/12/2019 | | Pigeon Club | Annual rent | 100.00 | | | | | 100.00 | | | | | |
| | | | TOTAL | 73386.84 | 0.00 | 0.00 | 0.00 | 0.00 | 210.00 | 0.00 | 50098.84 | 0.00 | 0.00 | 23078.00 |
| | | | CUMULATIVE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | BUDGET | 78743.00 | 0.00 | 315.00 | 960.00 | 560.00 | 1650.00 | 9000.00 | 0.00 | 43258.00 | 0.00 | 23000.00 |

