

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 6th March 2018**

Present: Cllr D Neal
Cllr I Bennett
Cllr N Ireland
Cllr D McDonald
Cllr A Kirke
Cllr D Muller
Cllr B Payton
Cllr R Warburton
Cllr A Whitehouse

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

18/3/4008 **Apologies for Absence** – None

18/3/4009 **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. Cllr Kirke declared an interest in the item relating to the donation for the swimming pool at the Primary School.

18/3/4010 **Public Speaking** –

- (a) An Etwall resident referred to the site meeting with DCC to look at highway issues which had been positive although no actions had yet been forthcoming. Cllr Ford agreed to follow up the items raised.
- (b) Cllr Brown confirmed that the Area Forum and Safer Neighbourhoods meetings were to be combined with a simplified agenda.
- (c) Cllr Brown reported that SDDC now had a solid 5 year stock of housing and that Chris Nash would be the new Planning Officer for this area.
- (d) There had been problems during the recent snowy weather with the Old Lodge Care Home being cut off. Fortunately gritters were able to ensure that that access was re-established. Cllr Ford asked that care homes be registered with the DCC Emergency Planning Team to ensure that plans were put in place to prevent such occurrences.
- (e) It was reported that there was to be a litter pick on the A516 and that SDDC had litter picking equipment should a village litter pick be organised.
- (f) Cllr Ford was chasing the repair of a number of street lights. He confirmed that street lights were currently being replaced with LED lights in the south the district.

18/3/4011 **Minutes of the meeting held on 5th February 2018** - These minutes were approved and signed by the Chair.

18/3/4012 **Minutes of the Youth Recreation and Allotments Committee meetings held on 19th February 2018** were approved and signed by the Vice-Chair.

18/3/4013 **Minutes of the Finance Committee held on 19th February 2018** were approved and signed by the Chair.

18/3/4014 **Actions from the Previous Meeting**

18/2/3998 - GDPR and induction training courses attended, both of which were extremely useful.

18/2/3999(b) - East Midland Reserve Forces agreed to our rent increase and renewal conditions. An updated license had been sent for them to check prior to signature.

18/2/3999(c) - An item was included in the monthly Express article concerning the public toilets.

18/2/4000 - Letter sent to property at the end of the footway linking Courtland Road and Laburnum Way asking them to cut back the tree which is blocking light from the nearby street light.

18/2/4001(a)(ii) Cricket Club has expressed an interest in the redundant bus shelter on Egginton Road but there was no funding to remove it. SDDC wanted to keep it in place and not disconnect the lighting as this encouraged antisocial behavior.

18/2/4001(a)(iii) - PAT testing took place on 2nd March.

18/2/4001(a)(iv) - Donation given to St Helens towards cost of new organ.

18/2/4001(a)(v) - Two mowers, hand truck and sack truck all ordered.

18/3/4015

Chairman's Announcements – The Chair reported that a letter had been sent to SDDC applying for 106 monies for proposed works at Frank Wickham Hall. Works to resurface footpaths were due to start on 3rd April. Work on Ivan way was postponed until a final estimate for the bus shelter on Main Street had been received. It was suggested that the school, Almshouses and SDDC be asked for a contribution to the resurfacing of Ivan Way if there were insufficient 106 monies.

18/3/4016

Derbyshire Association of Local Councils – The latest circulations had been forwarded to members.

18/3/4017

Youth Recreation and Allotments Committee

(a) Cllr McDonald clarified the position regarding the Allotment Tenancy Agreement raised by one plot holder and IT WAS DECIDED that if the plot holder did not wish to abide by the new agreement he should be given one year's notice to quit the allotments.

(b) An update was given on the fundraising activities planned for additional play equipment. These included a treasure hunt, a raffle, a food and drink festival and a fun run. It was mentioned that a licence may be required for the raffle and a TEN's licence for selling alcohol. This was to be an agenda item for the next meeting.

(c) The Allotment Association had suggested that membrane be purchased to cover vacant plots. This was agreed in principle and it was to be made an agenda item for the next meeting.

18/3/4018

Report from the Planning Environment and Highways Committee

(a) Update on previous planning applications – The following applications had been approved by SDDC:-

- The side pruning of all species of trees covered by SDDC TPO No 264 at Jacksons Lane
- Proposed extension and alteration to The Marsh, Derby Road
- The erection of an extension at 21 Egginton Road

(b) Planning applications already considered - None

(c) Planning applications requiring consideration – No objections were raised to the following planning applications.

- 9 2018 0101 - The erection of an extension at 10 Lawn Avenue
- 9 2018 0170 - The erection of extensions at 37 Egginton Road
- 9 2018 0172 - The erection of extensions including an attached garage at 68 Belfield Road
- 9 2018 0207 - The erection of extensions and alterations at 7 Egginton Road

(d) Litter bin emptying – Despite weekly emptying it appeared that the litter bin on Egginton Road opposite Belfield Road was constantly full. The Clerk to ask SDDC to replace this with a larger bin.

- (e) Highway Issues – IT WAS DECIDED to await action from DCC. It was anticipated that cutting back of vegetation at the end of Burnaston Lane would be first action to be taken. Cllr Payton reported that a second meeting was planned to look at the installation of dropped kerbs.

18/3/4019

Finance

- (a) Recommendations from Finance Committee
- (i) Review of Effectiveness of Internal Auditor Report – Approved
 - (ii) Additional hours for Clerk due to GDPR – to be postponed to next meeting and discussed in camera.
- (b) Items of expenditure:-
- (i) IT WAS DECIDED that a member would initially try burning documents that were being disposed of due to GDPR due to the cost of confidential disposal.
 - (ii) Donation to Etwall Primary School PTA for repairs to swimming pool – IT WAS DECIDED to give a donation of £1,000.
 - (iii) A quotation had been received to attach a security gate to the door of the changing rooms/storage building at Sandypits Lane. IT WAS DECIDED to check the hiring agreement and ask the Guides to fund this due to the modest rent paid.
 - (iv) Christmas Tree Lighting – Cllr McDonald agreed to circulate notes of the recent meeting and the draft proposal that was being sent to the church authorities for approval.
 - (v) IT WAS DECIDED to accept a quotation to replace two emergency lights in the Frank Wickham Hall at a cost of £165.00 plus VAT.
 - (vi) IT WAS DECIDED to accept a quotation from EKV Design to prepare specifications and arrange quotations for work to the main hall at the Frank Wickham Hall at a cost of £1372.80 plus VAT and if confirmation that this work could be carried out with 106 monies was received, to undertake project management at a cost of £686.40 plus VAT
 - (vii) IT WAS DECIDED to purchase a pair of goalposts for Sandypits Lane Playing Field including nets from Stadia Sports at a cost of £686.40 plus VAT. The posts to be installed by the football team and the nets to be stored by the team.
- (c) Accounts for payment totalling £6888.30 from the parish council's account were approved and accounts totalling £6575.41 from the Frank Wickham Hall Charity were also approved.
- (d) Income of £20,080 was received by the Parish Council since the previous meeting and no income was banked by the Frank Wickham Hall Charity.
- (e) Spend against the main budget headings were reported together with the bank reconciliations for January and February.

18/3/4020

Frank Wickham Hall – Cllr Bennett reported that efforts were ongoing to improve the heating at the hall. Several items had been raised by various groups and these would be discussed at a Frank Wickham Hall Committee meeting in two weeks' time.

18/3/4021

Clerk's Report

- (a) Report from Employees – None
- (b) Correspondence – See attached.

18/3/4022

Website and Facebook – Cllr Ireland reported that page hits were slightly up on the previous month and downloads had also increased.

18/3/4023

Any Other Business

- (a) Cllr Muller reported that the SDDC Tree Officer was going to look at the tree with the broken branch in the closed churchyard.
- (b) Installation of grit bins to be an agenda item for the next meeting.

18/3/4024 **Dates of Committee Meetings** – Monday 19th March – Frank Wickham Hall
Committee.

18/3/4025 **Date of Next Meeting** – Monday 9th April 2018 at 7.30 pm in the Frank Wickham
Hall.

Signed

Date

ETWALL PARISH COUNCIL
5th March 2018

Minute No. 18/3/4021

1	Correspondence Requiring Action		Action
1.1	Alan Brown	Quotation for resurfacing Ivan Way	Deferred
1.2	Shred-it	Quotation for secure disposal of documents	See minutes
1.3	Etwall Primary PTA	Request for a donation for swimming pool	See minutes
1.4	Conrad Lewis	Quotation for gate at storage building	See minutes
1.5	Norwood	Quotation for replacement emergency lights	See minutes
1.6	EKV Design	Quotation for professional works	See minutes
1.7	Pitchcare	Quotation for replacement goalposts	See minutes
1.8	John Port School	Appointment to governing body	No volunteers
1.9	Smiths of Derby	Clock servicing	Agenda item - April
1.10	SDDC	Sexual Entertainment Venue Policy	Noted
1.11	Allotment Association	Membrane for vacant allotments (2)	Agenda item - April

2	Correspondence for Information		
2.1	EM Reserve Forces	Confirmation of wish to renewal licence	Noted
2.2	Etwall Resident	Closure of footway – Laburnum – Courtland Rd	Noted
2.3	Cricket Club (2)	Use for old bus shelter	Clerk to reply
2.4	Wincone Prop Services	Report on condition of notice boards	Noted
2.5	St Helen's PCC	Thanks for donation	Noted
2.6	Littlethorpe	Confirmation of order for bus shelter	Noted
2.7	RABI	Fundraising event	Noted
2.8	Streetscape	Awards for All	Noted
2.9	Police	2 crime reports	Noted
2.10	DCC	Community Payback teams	Noted
2.11	Civic Pride Ltd	Lamppost testing service	To be kept on file

3	Correspondence for reading		
3.1	Clerks & Councils Direct	Magazine	
3.2	SDDC	What's On	
3.3	Go-pak	Advertising	
3.4	Glasdon	Advertising	
3.5	HAGS	Advertising	

4	Correspondence relating to Frank Wickham Hall		
4.1	Coffee Club	Complaint	Refer to FWH Ctte
4.2	CAF Bank	Account review	Completed
4.3	Art Group	Request for storage space	Refer to FWH Ctte
4.4	History Society	Request to hang pictures in hall	Refer to FWH Ctte
4.5	Awards for All	Unsuccessful bid	Noted
4.6	Bowls Club	Request to be consulted on changes	Noted

ETWALL PARISH COUNCIL - 5th March 2018				
Opening Balance				£69,949.80
Add Total Receipts				£124.00
Less Total Payments				£7,175.04
			TOTAL	£62,898.76
Represented by:				
Unity Trust Account		62,798.76		
Petty Cash		100		
			TOTAL	£62,898.76
Closing balance 31st January 2018				£62,898.76
Less cheques to clear				£1,066.96
Plus receipts not cleared				£24.00
Closing balance 6th February 2018				£61,855.80
Opening Balance				£62,898.76
Add Total Receipts				£20,104.00
Less Total Payments				£5,065.33
			TOTAL	£77,937.43
Represented by:				
Unity Trust Account		77,837.43		
Petty Cash		100		
			TOTAL	£77,937.43
Closing balance 28th February 2018				£77,937.43
Less cheques to clear				£2,579.93
Plus receipts not cleared				£0.00
Closing balance 6th March 2018				£75,357.50

ETWALL PARISH COUNCIL													
ACCOUNTS 2017/18 - 5th March 2018													
PAYMENTS													
Invoice	Cheq												
Date	No	Payee	Description	Gross	VAT	Admin	Wages	Agency	S137	PEH	YRA	TEN	
Items already paid but requiring approval													
14/02/2018	DD	NEST	Pensions	137.43			137.43						
27/02/2018	BT	Staff	Wages	2930.94			2030.94						
27/02/2018	BT	St Helen's PCC	Donation	1000.00					1000.00				
Items requiring approval													
05/03/2018	BT	DALC	GDPR Training	20.00		20.00							
05/03/2018	BT	Wincone Prop Ser	Adding backing to notice bo	100.00						100.00			
05/03/2018	BT	Wincone Prop Ser	New notice board	50.15						50.15			
05/03/2018	BT	SDDC	Bin emptying	1435.20	239.20			1196.00					
05/03/2018	BT	Chair	Bars for chain of office	58.00		58.00							
05/03/2018	BT	Clerk	Expenses	48.68			48.68						
05/03/2018	BT	Clerk	Exp - Postage	23.76		23.76							
05/03/2018	BT	Clerk	Exp - Hand truck and trolley	129.98						129.98			
05/03/2018	BT	FWH Charity	Hall hire	240.00		240.00							
15/03/2018	DD	South Staffs Water	Water - Allotments	40.01							40.01		
18/03/2018	BT	HMRC	Tax & NI	674.15			674.15						
			TOTAL	6888.30	239.20	341.76	2891.20	1196.00	1000.00	280.13	40.01	0.00	
			CUMULATIVE	65667.65	1169.39	4786.99	47689.98	1221.00	3134.74	4300.93	3174.62	190.00	
			BUDGET	96027.00		5792.00	51900.00	2865.00	4800.00	8750.00	14430.00	190.00	
INCOME													
	Paying										Sup Grant/	Conc	
Date	In No	From	Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Pre	VAT	Exp
16/02/2018	BACS	DCC	Footpath maintenance	230.00		230.00							
22/02/2018	BACS	SDDC	Section 106	19838.00					19838.00				
22/02/2018	BT	Resident	Allotment rent	12.00						12.00			
			TOTAL	20080.00	0.00	230.00	0.00	0.00	19838.00	12.00	0.00	0.00	0.00
			CUMULATIVE	92368.67	0.00	230.00	0.00	700.00	21922.90	3402.55	42743.00	1188.22	22182.00
			BUDGET	72459.00	0	315	0	700	550	1888	42492		20514

FRANK WICKHAM HALL CHARITY - 5th March 2018														
ACCOUNTS 2017/18														
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
14/02/2018	DD	Scottish Power	Electricity - final	258.40			258.40							
15/02/2018		CAF Bank	Account fee	5.00	5.00									
05/03/2018	327	ACRE	GDPR Information s	10.00	10.00									
05/03/2018	328	Etwall PC	Crosscharge	6020.61										6020.61
05/03/2018	329	O Heap	Fire safety checks	140.40								140.40		
15/03/2018	DD	EDF Energy	Electricity	141.00			141.00							
			TOTAL	6575.41	15.00	0.00	399.40	0.00	0.00	0.00	0.00	140.40	0.00	6020.61
			CUMULATIVE	28668.45	1296.65	682.65	3630.16	98.79	376.99	282.61	1008.34	238.98	200.43	20852.85
RECEIPTS														
None														
Receipt	Paying				Hall	Hall	Hall	Hall	Library					
Date	in No	Received from	Description	Total	Hire	Hire	Hire	Hire	Rent	Interest	Donation	Reimb		
					Preschool	Clubs/Soc	Commercial	Individuals						
			CUMULATIVE	18392.91	7518.85	4384.50	2700.83	1547.62	500.00	0.00	75.00	1666.11		