

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 14th May 2018**

Present: Cllr D Neal Cllr D Muller
Cllr I Bennett Cllr B Payton
Cllr N Ireland Cllr P Sanders
Cllr A Kirke Cllr D Smith
Cllr D McDonald Cllr A Whitehouse (part)
Cllr A Muller

In attendance: County Councillor Ford
No members of the public

- 18/5/4043 **Apologies for Absence** – District Councillor Brown, Cllr R Warbarton
- 18/5/4044 **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.
- 18/5/4045 **Election of Chair** – Cllr Neal was proposed, seconded and duly elected Chair.
- 18/5/4046 **Election of Vice-Chair** – Cllr McDonald was proposed, seconded and duly elected Vice-Chair
- 18/5/4047 **Public Speaking**
Cllr Ford reported on the library consultation. Representatives of the library service were to be invited to our meeting on 11th June. Anyone wishing to object to the proposals should write to Cllr Ford.
Cllr Ford updated the meeting on the issue at the Carriers Road/Egginton Road crossroads. Rumble strips had now been discounted due to local resident objection and a report from DCC Highways was awaited.
Cllr Ford was congratulated on becoming Leader of South Derbyshire District Council.
Cllr Muller reported that due to the issues with potholes a new telephone number had been set up to report potholes with the intention that all potholes reported would be repaired within 48 hours. This telephone number to be publicised.
- 18/5/4048 **Minutes of the meeting held on 9th April 2018** - These minutes were approved and signed by the Chair.
- 18/5/4049 **Actions from the Previous Meeting**
- 18/4/4035 - Reply received from Trent Barton. They said that 8 out of 9 journeys were operated within a window of tolerance (1 minute early or 5 minutes late). They had had problems due to the snow and floods and they have apologised for inconvenience caused to passengers.
 - 18/4/4036(b) - The new sheeting had been put down on the vacant allotment plots and the new table had arrived at the Frank Wickham Hall.
 - 18/4/4040 - Defibrillator training still to be organised
- 18/5/4050 **Chairman's Announcements** – The Chair announced the resignation of Rebecca Warburton and thanked her for all her work for the Parish Council, particularly during her protracted time as Chair.
Cllr Neal also reported on the recent Parish and Town Council Liaison Forum that he had attended. Items of particular interest included the future management of libraries and school crossing patrol funding.

- 18/5/4051 **Derbyshire Association of Local Councils** – The latest circulations had been forwarded to members. The update of the Standing Orders was to be referred to the Finance Committee.
- 18/5/4052 **Review of Membership of Committees** – See attached.
- 18/5/4053 **Review of Representation on Outside Bodies** – See attached.
- 18/5/4054 **Consultation on Handover of Library to the Community** – The consultation was now available on the DCC website. The first drop-in session was to be held at the library on 24th May between 10 am and 12 noon. Cllr Neal agreed to Chair the meeting organised by the Parish Council on 11th June at the Frank Wickham Hall at 7.00 pm. It was generally felt that the management of the public library was not something that members of the Parish Council wished to take on.
- 18/5/4055 **Commemoration of the end of World War 1** – It was reported that the joint churches were planning events and it was hoped to illuminate the tree on the village green for the occasion. The Clerk to write to the local schools to ask if they were planning to commemorate this date. It was suggested the students be given poppy seeds to plant. This was to be an agenda item for the next meeting.
- 18/5/4056 **Youth Recreation and Allotments Committee**
- (a) Cllr McDonald suggested that a meeting be held the following week with the Guides/Scouts and footballers to discuss the provision of storage and use of Sandypits Lane changing rooms.
- (b) A discussion took place on the provision of a new roof for the garage used by the bowlers and footballers. The Clerk to contact SDDC and Marley for additional advice.
- 18/5/4057 **Report from the Planning Environment and Highways Committee**
- (a) Update on previous planning applications – The following applications had been determined by SDDC:-
- The erection of extensions at 37 Egginton Road – Granted
 - The erection of extensions and alteration to 7 Egginton Road – Refused
 - The erection of an extension at 10 Lawn Avenue – Refused
 - Revised windows and doors (re-application) at 42 Chestnut Grove – Granted
 - The erection of an extension at 7 Mill Meadow Way – Granted
 - The erection of an extension at 8 Gravel Pit Cottages, Egginton Road – Refused
 - Conversion of outbuilding into a dwelling at Blakely Lodge, Egginton Road - Granted
- (b) Planning applications already considered - None
- (c) Planning applications requiring consideration – No objections were raised to the following planning applications.
- 9 2018 0395 – Removal of condition 1 of planning permission 9/2013/0901 to enable permanent retention of agricultural worker’s dwelling at Madtrax Midlands, Heage Lane – No objections
 - 9 2018 0404 – Change of use from agricultural use to domestic garden at Pine Cottage, Heage Lane – No objections
 - 9 2017 1191 – O/A for residential development for up to 50 dwellings with open spaces, drainage and associated works on land at SK 2730 1591 east of Egginton Road and north of Jackson’s Lane – The Parish Councils previous objections to be reiterated.

Objections were raised to the following planning application

- 9 2018 0458 – The erection of a detached garage at 22 Egginton Road – object on the basis that the building is beyond the building line.
- (d) Burnaston Cross – No comments at this time.
- (e) Litter Bin – Egginton Road – SDDC investigating cost of replacing this with a larger bin and whether this would be a cost to the Parish Council.
- (f) Highway Issues – A report had been received from DCC Highways. IT WAS DECIDED to ask the owners of the property on Burnaston Lane to meet members of the Parish Council to consider possible land availability. All other items to be discussed at a PEH Committee meeting together with priorities for dropped kerbs.
- (g) Carrier's Road Crossroads – See public speaking above.
- (h) Lighting of Christmas Tree – One quotation had been received with two options. Further quotations were awaited.
- (i) Lamp Post Poppies – IT WAS DECIDED to purchase additional poppies. To be an agenda item for the next meeting.
- (j) 106 Monies – The bus shelter had been installed but the electricity was still to be connected. Complaints had been received from a local resident and email of thanks had also been received. The position of the shelter was decided by DCC Highways. Once full costs were available we would know what remaining funds were available for the resurfacing of Ivan Way.

18/5/4058

Finance

- (a) Items of expenditure:-
- (i) IT WAS DECIDED to organise training for two new members at a cost of £45 each.
 - (ii) IT WAS DECIDED to purchase spraying equipment for the Groundsman at a cost of £133.98.
 - (iii) IT WAS DECIDED to approve expenditure up to the higher quote of £1055.53 but, after checking, if the lower quotation gave the same cover this was to be accepted.
 - (iii) IT WAS DECIDED to renew subscription to LCR Magazine at a cost of £17.00.
 - (iv) IT WAS DECIDED to defer a decision on a new roof for the storage garage until more information was available.
 - (v) IT WAS DECIDED to postpone work on the hedge at King George V Playing Field until the winter.
 - (vi) A decision on a contribution towards the costs of storage for the Scouts/Guides to be deferred to the next meeting when more would be known about the feasibility of a storage building and its ownership should the Parish Council purchase it.
- (b) Accounts for payment totalling £22818.25 from the parish council's account were approved and accounts totalling £836.35 from the Frank Wickham Hall Charity were also approved.
- (c) Income of £27879.28 was received by the Parish Council since the previous meeting and £3434.50 was banked by the Frank Wickham Hall Charity.
- (d) Spend against the main budget headings were reported together with the bank reconciliation for April.
- (e) School Crossing Patrol – IT WAS DECIDED not to fund the school crossing patrol as this was felt to be an education matter.
- (f) The Internal Audit report was considered and noted.
- (g) The Unity Trust bank mandate was updated to include new signatories and IT WAS AGREED that

- the people named on the form will be authorised signatories of all accounts
- the instructions and changes will be given in line with the mandate
- that we are aware Unity Trust Bank may not make enquiries before acting on instructions given by any authorised signatory
- we will notify Unity Trust Bank of any changes to the organisation in writing.

(h) The CAF Bank mandate was also updated to include new members.

(i) IT WAS AGREED to pay the sewage charges for the Frank Wickham Hall by direct debit.

18/5/4059 **Frank Wickham Hall –**

(a) It was reported that the CCTV camera had been moved so permission was now given for work to go ahead on the canopy over the children’s play area.

(b) Cllr Bennett updated members on the various plumbing issues.

(c) The timetable for the design work on the hall floor project had slipped by one week, this is not currently critical for works in the summer holiday period.

18/5/4060 **Clerk’s Report**

(a) Report from Employees – An advertisement had been sent out to sell the old ride-on mower. It was agreed that tenders would be opened before the meeting on 11th June started.

(b) Correspondence – See attached.

18/5/4061 **Website and Facebook** – Cllr Ireland reported that page hits and downloads were up 29% on the previous month. Cllrs Smith and Ann Muller agreed to take over responsibility for the Facebook page.

18/5/4062 **Any Other Business**

(a) The Clerk to find out when the basket swing was likely to be repaired.

(b) There were complaints regarding the cyclists and the number of cycling events in the village. Cllr Muller to raise this at the Area Forum.

(c) A letter had been received from the Cricket Club asking for a donation. This was to be an agenda item for the next meeting.

18/5/4063 **Dates of Committee Meetings** – Monday 21st May – PEH and YR&A Committee.

18/5/4064 **Date of Next Meeting** – Monday 4th June 2018 at 7.30 pm in the Frank Wickham Hall preceded by the Finance and Frank Wickham Hall Committee’s at 7.10 pm.

EXEMPT ITEM – Members of the public excluded from this part of the meeting.

18/5/4065 **Implementation of NJC Pay Award** – This was agreed.

Signed

Date

AGREED MEMBERSHIP OF COMMITTEES 2018/19

Frank Wickham Hall Committee

Cllr I Bennett
Cllr D Neal
Cllr D McDonald
Cllr N Ireland
Cllr B Payton
Cllr A Whitehouse
Cllr A Muller
Cllr P Sanders

Planning Environment and Highways Committee

Cllr D Neal
Cllr D McDonald
Cllr N Ireland
Cllr B Payton
Cllr D Muller
Cllr A Kirke
Cllr A Whitehouse
Cllr P Sanders

Finance Committee

Cllr N Ireland
Cllr D Neal
Cllr D McDonald
Cllr B Payton
Cllr I Bennett
Cllr D Muller
Cllr D Smith

Youth Recreation and Allotments Committee

Cllr D Neal
Cllr D McDonald
Cllr N Ireland
Cllr B Payton
Cllr A Kirke
Cllr D Smith
Cllr A Muller

ETWALL PARISH COUNCIL

Representatives on Outside Bodies

2018/19

Trustees of John Port Almshouses	Norman Ireland & Barrie Payton
Etwall Welfare Trust	Norman Ireland & Barrie Payton
Toyota Liaison Committee	Chair and Vice-Chair
Neighbourhood Watch	Norman Ireland
Joint Meeting with SDDC, DCC & PCs	Chair/Vice Chair
Etwall Age Concern	Karen Bailey (subject to checking)
Safer Neighbourhood Group	Norman Ireland
Biffa Liaison Committee	Ian Bennett
Footpaths	Dan Smith/Paul Sanders
John Port Liaison	David Neal, David Muller, Norman Ireland and Ian Bennett

ETWALL PARISH COUNCIL
14th May 2018

1	Correspondence Requiring Action		Action
1.1	British Legion	Lamp Post Poppies	See minutes
1.2	LCR	Subscription	See minutes
1.3	VSF Group	Quote for new roof on garage	See minutes
1.4	NALC	National Salary Award	See minutes
1.5	Resident	Complaint re new bus shelter	See minutes
1.6	SDDC	Civic Council meeting	Cllrs Muller to attend
1.7	HMRC	VAT 126 Claim – new code	Clerk to action
1.8	Signs Express	Quote for sign on Ivan Way	Defer
1.9	Midland Roofing Services	Quote for new roof on garage	See minutes
1.10	DVLA	Licensing new mower	Clerk to action

2	Correspondence for Information		
2.1	Etwall Primary School	Library Service	See minutes
2.2	Guides/Football Club	Storage container	See minutes
2.3	Resident/DCC Highways	Various highway issues	Deferred to PEH Ctte
2.4	Christmas tree WP	Minutes	See minutes
2.5	Etwall Primary School	School Crossing Patrol	See minutes
2.6	Internal Auditor	Report	See minutes
2.7	Trent Barton	Poor performance	See minutes
2.8	SDDC	Safer Neighbourhoods meeting (2)	Noted
2.9	SDDC	Flood Liaison Meeting	Noted
2.10	Burton Skip Hire	Prices	Noted

3	Correspondence for reading		
3.1	Clerks & Councils Direct	Magazine	
3.2	Various	Advertising	

4	Correspondence relating to Frank Wickham Hall		
4.1	JLR Plumbing	Quotation	Noted
4.2	Zurich	Insurance renewal	See minutes
4.3	Insure Your Village Hall	Quotation for insurance	See minutes
4.4	Severn Trent	Water/Sewerage choice of retailer	Noted
4.5	CAF Bank	Changes to terms and conditions	Noted
4.5	Invictus	Quote for moving CCTV camera	Actioned

ETWALL PARISH COUNCIL - 14th May 2018					
Opening Balance					£72,974.64
Add Total Receipts					£25,451.30
Less Total Payments					£22,218.40
				TOTAL	£76,207.54
Represented by:					
Unity Trust Account		76,107.54			
Petty Cash		100			
				TOTAL	£76,207.54
Closing balance 27th April 2018					£76,207.54
Less cheques to clear					£2,060.44
Plus receipts not cleared					£602.80
Closing balance 14th April 2018					£74,749.90

Invoice	Cheq													
Date	No	Payee	Description	Gross	VAT	Admin	Wages	Agency	S137	PEH	YRA	TEN		
14/05/2018	BT	Clerk	Exp - Membrane	76.76	12.8					63.96				
14/05/2018	BT	Clerk	Exp - Pegs	25.98						25.98				
14/05/2018	BT	Talbort Turf	Fertiliser	39.60	6.60						33.00			
18/05/2018	BT	HMRC	Tax & NI	571.23			571.23							
			TOTAL	22818.25	2948.00	1438.64	4003.61	0.00	85.04	14167.17	175.97	0.00		
			CUMULATIVE	24208.84	3033.00	1982.22	4246.39	0.00	85.04	14375.49	304.38	182.50		
			BUDGET	95455.00	0.00	7200.00	52850.00	2865.00	5800.00	9870.00	16680.00	190.00		
INCOME														
		Paying												
		Paying											Sup Grant/	VAT
													Pre	Reim
Date	In No	From	Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Wages	Pre	Reim	Exp
09/04/2018	BACS	SDDC	Precept	23886.00									23886.00	
10/04/2018		Parish Plan Group	Balance on account	57.41										
10/04/2018	BACS	SDDC	Public toilet maint	1900.00						1900.00				
10/04/2018	68	FWH Charity	PAT testing	50.00					50.00					
10/04/2018	68	FWH Charity	EDF - Electricity	312.72	312.72									
11/04/2018	BACS	HMRC	Vat reimbursment	1074.85									1074.85	
18/04/2018		Plot 17B	Allotment rent	12.00						12.00				
27/04/2018	BACS	EM Army Cadets	Rent - Sandypits	480.00				480.00						
02/05/2018	69	Etwall Bowls Club	Fertiliser donation	50.00						50.00				
08/05/2018	69	St Helens PCC	Weedkiller reimb	56.30					56.30					
14/05/2018	70	Etwall Bowls Club	Fertiliser donation	16.50						16.50				
			TOTAL	27879.28	312.72	0.00	0.00	480.00	106.30	1962.00	0.00	23886.00	1074.85	0.00
			CUMULATIVE	27937.60	312.72	0.00	0.00	480.00	156.30	1970.32	0.00	23886.00	1074.85	0.00
			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															
ACCOUNTS 2018/19															
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
			Balance b/f												
09/04/2018	332	SDDC	Council tax	290.87						290.87					
09/04/2018	331	R Houndsell	Window cleaning	357.00							357.00				
09/04/2018	334	Etwall PC	PAT testing	50.00								50.00			
09/04/2018	333	Wincone Prop Serv	Repairs to curtain track	25.00							25.00				
09/04/2018	335	Etwall PC	Electricity	312.72			312.72								
09/04/2018	336	RAD	Factsheet	12.00	12.00										
			TOTAL	1047.59	12.00	0.00	312.72	0.00	0.00	290.87	382.00	50.00	0.00	0.00	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
16/04/2018		CAF Bank	Account fee	5.00	5.00										
16/04/2018	DD	Pennon Water	Water	34.50			34.50								
27/04/2018	337	Waterplus	Surface water drainage	332.16			332.16								
14/05/2018	338	Clerk	Exp - Table	109.20				109.20							
14/05/2018	338	Clerk	Exp - Lightbulbs	15.20							15.20				
14/05/2018	338	Clerk	Exp - Ant powder, handwash	5.47		5.47									
14/05/2018	338	Clerk	Exp - Receipt books/postage	15.35	15.35										
14/05/2018	339	JLR Plumbing	Boiler Service	130.00								130.00			
14/05/2018	340	B Woodcock	Internal audit	53.47		53.47									
14/05/2018	341	Etwall PC	Electricity	141.00			141.00								
			TOTAL	841.35	20.35	58.94	507.66	109.20	0.00	0.00	15.20	130.00	0.00	0.00	0.00
			CUMULATIVE	1888.94	32.35	58.94	820.38	109.20	0.00	290.87	397.20	180.00	0.00	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