

ETWALL PARISH COUNCIL

**Minutes of the Online Etwall Parish Council Meeting
Held on Monday 5th October 2020**

Present: Cllr A Kirke
Cllr A Muller
Cllr B Payton
Cllr N Ireland
Cllr A Whitehouse
Cllr S Murray
Cllr V Hobson
Cllr D Smith

In attendance: District Councillor David Muller, County Councillor Martyn Ford and 2 members of the public present.

20/10/4515 **Apologies for Absence**
Councillors Neal and Mann and District Councillor Brown.

20/10/4516 **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.
Councillor Whitehouse and Smith declared an interest in agenda item 10 (c) Parking along Portland Street.

20/10/4517 **Public Speaking –**
A member of the public raised the following questions:

- Would like to know why he hadn't had a response from the Council back in August where he was asking on behalf of a senior professional football team in South Derbyshire enquiring if they could use the pitch at Sandypits for training purposes for the month on August. Unfortunately, the message was not received by anyone of the Council and alternative arrangements were made.
- Punjab United home pitch is recorded as Sandypits, they are not aware that they make any contribution to the Parish Council. They are concerned over the parking and social distancing problem when playing at home. They were informed that this is only a temporary arrangement, until 17th October, when they will, hopefully, return to their home ground.
- Christmas lights – they are looking forward to seeing these switched on but fully understand and accept this may not be a public event like previous years.
- Minutes from Parish Council meeting on the 7th September were missing from the website. This would be rectified as soon as possible.

Cllr Ford (DCC) gave an update on the potential local Government and the Planning White Paper reform. This will have significant impact on South Derbyshire if and when it goes ahead. It was expected that the White Paper on Government reform would be published at the end of September, however, it now looks like this has been deferred by at least 1-month, potentially even into next year. It has been 18-months of hard work, working with other County, District and Borough councils to

find an alternative that the Government will accept rather than going into a Unitary Authority.

Cllr Muller (SDDC) – Reiterated everything Cllr. Ford has spoken about on the Government Reform and White Paper.

He reported that he is attending an Alms Meadow (buffer zone) site meeting tomorrow and some point in the future there would be a steering group committee set up for Alms Meadows.

Bonfire smoke – he is currently dealing with a situation with the Clerk where a resident is having a large number of bonfires in their garden which is causing problems for local residents. Although it is not illegal its more the times of day. If it continues to happen, we will revisit if necessary.

20/10/4518 **Minutes of the meeting held on 7th September 2020**

These minutes were approved and signed by the Chair.

20/10/4519 **Minutes of the Youth, Recreation and Allotment Committee and Frank Wickham Hall Committee Meetings held on Tuesday 22nd September 2020**

These minutes were approved and signed by the Chair.

20/10/4520 **Actions from the Previous Meeting –**

- 20/9/4503 (a) - Risk Assessment training presentation circulated to Councillors.
- 20/9/4503 (b) - List of policies the Clerk has at other Councils sent to Cllr. Muller, further work on this will be done in the coming weeks.
- 20/9/4505 (c) - Planning Regulations Consultation – no comments received.
- 20/9/4511 - School traffic – the Clerk has written to the liaison at John Port.

20/10/4521 **Chairman's Announcements**

Cllr Kirke welcomed the new Clerk, Rachel Male to her first solo meeting. He added that looking at recent statistics on Co-vid 19 we are possibly heading into further restrictions. As a Parish Council we need to be able to respond to any changes swiftly and support the village best we can.

20/10/4522 **Derbyshire Association of Local Councils**

All correspondence had been circulated. Clerk to investigate the necessary Co-vid risk assessments for all staff members.

20/10/4523 **Website Accessibility – Update**

It was AGREED that an approximate quote of £895 given by a provider to provide a new website, carry out necessary accessibility work, support, and host for 1-year would be accepted. They cannot start this year and would require a third in advance. There may be a small charge to transfer the domain name, however, no more than £20. The Parish still needs to write to statement saying we are aware we are not compliant however a plan is in place and a new website will be built by May/June 2021. Clerk to action.

20/10/4524 **Report from the Planning Environment and Highways Committee**

(a) Planning applications considered by SDDC –

- 4 Grove Park – felling of Ash tree – Approved

(b) Planning applications requiring consideration –

- Hinton Grange, Sutton Lane – crown lift of 4 lime tress and 1 wych elm (including the pruning of branches) covered by a TPO – no objection.
 - 30 Bancroft – erection of first floor side extension and alterations – no objection.
 - 3 Broadlands – single storey rear extension (revised scheme to that approved under DMPA/2020/0060) – no objection.
 - John Port Spencer Academy – Hybrid Planning Application comprising (1) Outline application (matters of access to be considered now and all remaining matters reserved for later consideration) for a two-storey extension to the existing science (Toyota) building, a two-storey extension to the existing sixth-form building, and a new single storey (two-storey in scale) dining and kitchen building including associated external works and ancillary development; and (2) Full application for the restructure, resurfacing and expansion of the existing car park including associated landscaping – Parish Council to ask for clarification of car park surfacing and tree removal.
 - 29 Old Station Close – single storey rear extension – no objection.
 - The Old Post Office, 42 Main Street – demolition of existing single storey rear extension and the erection of a single storey extension to form garden room and first floor extension with associated works – no objection.
- (c) Parking along Portland Street – discussions took place about several residents of Portland Street who have approached Cllr. Whitehouse regarding the parking situation. Vehicles are parking along the wall just outside the pub on Portland Street and on the cobbled stones which is private land, this is causing problems for residents of the road to access and leave their property. Also, concerns are being raised over emergencies services accessing the road. Residents have requested bollards along the road where vehicles are parking. Peak times of concerns are drop off/pick up for John Port and busy times of the public house.
It was agreed that Councillor Ford (DCC) would ask Highway Engineers to attend the site and investigate further and report back.
- (d) Village Benches – it was agreed that the resident who has offered to re-paint the benches that are need of a some care in front of the church would be contacted to go ahead and materials would be reimbursed.

20/10/4525

Youth Recreation and Allotments Committee –

- (a) Etwall Football Club – feedback from club, dog bins, formal liaison – Cllr. Smith has recently met with a representative from the football clubs and the following was discussed:
- No donation is required for the U7 team, this has now been covered.
 - A general bin is needed on the jitty. Cllr. Smith proposed we should go ahead and have one fitted. It was agreed that more signs would be pointless, however, it was suggested that the clubs younger children could do a poster competition saying ‘we play here please pick up after your dogs’ which could be laminated.
 - They are happy not to have removable goal posts.
 - Car Park – has lots of potholes. It was agreed that once we have looked through our finances, we can look at obtaining some quotes. However, any work is unlikely to be done in this financial year.

- Car owners are continuing to park in front of the padlocked gate to the field which is for emergency services to gain access should the need arise. Clerk will investigate costs for a sign to be put on the gate.
 - The football club have given permission to Punjab United to play on the field until 17th October on condition they say the pitch is in good condition. Since had an email from the Punjab saying everything they are doing to try and ensure social distancing, risk assessments completed to FA standard and track and trace in place.
 - From now on, if other clubs wish to play, they will need to contact the Clerk to book as the pitch belongs to the Council, Etwall Football will continue to have priority.
 - Etwall FC mentioned they are looking into the drainage and lighting of the pitch as the FA are offering out grants for such things.
 - Cllr. Smith will speak with the Football Club asking them to nominate an individual who could join the Youth Recreation and Allotments Committee as a non-voting member.
- (b) King George V Playing field equipment – Budget – Cllr. Ireland has sent through the budget for Cllr. Smith to go through. He will now arrange a sub-committee playground meeting to move forward. Clerk to contact SDDC to find out the deadline for drawing down on the S106 monies.
Drainage – Clerk to chase the contractors for quotes.
- (c) Sandypits Lane – streetlight blocked by tree – this has been reported to DCC, Highways to cut back overgrown ivy.
- (d) Christmas Tree Festival (St Helen's) – it was agreed we would display a Christmas tree at the Church. Clerk will contact St Helen's to confirm.
- (e) Allotments – Waiting list - after discussion IT WAS AGREED that anyone requesting a plot who lives outside the parish would have to pay double the rent (normal bond payment would be payable) however they must live in the South Derbyshire District.

20/9/4526

Finance -

- (a) Items of expenditure: -
- (i) Provision of additional bin/dog bin at Sandypits Lane Playing Field – It was AGREED to place a new large bin by the jitty on Sandypits Lane (next to Lodge Close). The Clerk will investigate costs (including the fitting and emptying by SDDC) and email all Councillors.
 - (ii) Provision of mobile goalposts for Sandpits Lane Playing Field – it was agreed after speaking with the football club that we would not fund mobile goals posts.
- (b) Accounts for payment for the Parish Council totalling £5351.44 were approved and accounts totalling £574.15 for the Frank Wickham Hall Charity were also approved. Spend against the main budget headings were reported. Income - £917.99 had been received since the last meeting for the Parish Council and £1972.73 had been received by the Frank Wickham Hall Charity. A total of £18.99 had been paid out of the FWH improvements Account. Charges for paying in cheques would be investigated, the Clerk will write to Allotment holders asking if next year, holders could pay by Bank transfer to avoid unnecessary expenditure.
- (c) Budget Appraisal – budgets were reported and Cllr Ireland mentioned we are approaching that point in the year where committees need to start thinking of budgets for next year as the precept will need to be set December/January.

- (d) Change of bank account - King George V Playing field Charity – the Clerk is working with RBS to make the necessary changes which are required by the bank. Once this is complete the Clerk will look to close the account and move to another supplier.

As we are governed by a trust, we will be required to get a certified copy of the trust deed, which a solicitor will need to do. It was AGREED we would contact a local solicitor to see if they would do this for us.

20/10/4527

Frank Wickham Hall

- (a) Co-Vid 19 Update - Rural Action Derbyshire advice is being followed. The Hall is reported as closed on website with the exception of Preschool and other educational uses – currently there are 2 “education” hires, a school dance group and Primary school Karate. The Hall is now registered for NHS test & trace with T&T poster on display. Use of hall by other Covid compliant organisations is currently allowed by Covid rules and permitted hires will be reviewed (for use after refurbishment works). WI and other regular hirers are considering returning in New Year.

- (b) Phase 2 Construction Update - B&K will commence on Monday 26th October for 5 weeks. There may be some material supply problems (plasterboard etc), B&K will keep us informed of current situation.

As no hall users are booked for w/c 26th October, work which may affect hall users will be scheduled (isolate water etc, repairs to worktop).

The FWH committee discussed “phase 3” and Cllr Neal will progress ideas after Phase 2 commitment.

Wifi needs to be installed when Hall re-opens as it was included in the SDDC Grant application for “computer training courses” etc.

All necessary guidelines are being followed with regards to the cleaning and use of the Hall, Rural Derbyshire provide weekly updates of necessary changes.

20/10/4528

Clerk’s Report

- (a) Report from Parish Council Employees – nothing to report.

- i. Mower – the Groundsman have reported to the Clerk that one of their well-used mowers will need replacing for the start of the mowing season next year. The Clerk will investigate some quotes and report back at the next meeting.

- (b) + (c) Correspondence – See below.

20/10/4529

Website and Facebook – nothing to report.

20/10/4530

Any Other Business –

- (a) It was reported that a leaflet distributed by the primary school advertising an Etwall Village Walk. The Council raised concerns to this and will feedback to South Derbyshire who appear to have organised. Clerk to action.

- (b) Crumbling Wall on Main Street – Clerk to chase DCC, Highways.

- (c) It was suggested we move the meeting start time to 7pm from 7:30pm however not all Councillors would be able to make it.

- (d) Toilet signs – need removing by SDDC.

- (e) Cllr. Whitehouse reported that his name has been put forward to become a Governor at the primary school and to also become a liaison for the community and he has accepted. There is not currently a liaison with the Primary School – it was suggested to try to organise this moving forward.

20/10/4531 **Dates of Committee Meetings** – none set.

20/10/4532 **Date of Next Meeting**
Monday 2nd November at 7.30 pm online.

Signed

Date

DRAFT

Minute No. 20/10/4528 (a) & (b)

1	Correspondence Requiring Action		Action
1.1	Resident (09.09.20)	Smoke (garden waste), Church Hill	Cllr. Kirke spoken with resident and reported to Cllr. D. Muller (SDDC)
1.2	DCC (12.09.20)	Road Closure notice, Etwall Road, Eggington	Sent to Cllrs. Information on facebook.
1.3	St Helen's (14.09.20)	Christmas Tree festival	Agenda item
1.4	SDDC (24.09.20)	Payphone removal	Reply stating, we object to the removal.

2	Correspondence for Information		
2.1	DALC (07.09.20)	Playground Inspections and Safety training	Noted
2.2	Waterplus (07.09.20)	Acknowledgement of closure	Noted
2.3	SDDC (07.09.20)	Consultation of Hilton, Marston and Dove & Noon Neighborhood Development Plan	Noted
2.4	DALC (11.09.20)	AGM Notification, 20th October	Noted
2.5	Unity Trust Bank (17.09.20)	Cash and Cheque Charges	Noted
2.6	DALC (24.09.20)	September Newsletter	Noted

3	Correspondence for reading		
----------	-----------------------------------	--	--

4	Correspondence relating to Frank Wickham Hall		
4.1	Rural Action Derbys (11.09.20)	Interim update on new social distancing regulations.	Noted
4.2	Rural Action Derbys (16.09.20)	Interpretation on how new 'rule of 6' affects community halls	Noted
4.3	Rural Action Derbys (22.09.20)	ACRE Information Sheet 6 now available. Further restrictions however may be imminent	Noted
4.4	Rural Action Derbys (25.09.20)	Test and Trace QR codes – what halls need to know!	Noted and actioned.

ETWALL PARISH COUNCIL - 5th October 2020

PAYMENTS

Invoice Date	Cheq No	Payee	Description	Gross	VAT	Admin	Wages	Agency	S137	PEH	YRA	TEN	FWH										
Invoices already paid but requiring approval																							
08.09.20	BT	Anthony Ford	Fallen branch KGV	£	80.00						£	80.00											
28.09.20	BT	DALC	Training	£	100.00	£	100.00																
28.09.20	BT	GoCablesTies	Cable ties for poppies	£	34.74	£	5.79			£	28.95												
28.09.20	BT	NU-Blades	New belt	£	127.92	£	21.32			£	106.60												
29.09.20	BT	Unity	Service Charge	£	24.15	£	24.15																
29.09.20	BT	Unity	Cheque pay in charge	£	0.90	£	0.90																
Invoices requiring approval																							
06.10.20	BT	PT Groundsman	Salary	£	591.93		£	591.93															
06.10.20	BT	Clerk	Salary	£	601.80		£	601.80															
06.10.20	BT	Booking Clerk	Salary	£	474.68		£	474.68															
06.10.20	BT	Groundsman	Salary	£	1,226.54		£	1,226.54															
06.10.20	BT	Clerk	Mileage & mobile	£	42.69	£	12.99	£	29.70														
06.10.20	BT	HMRC (Mth 6)	Tax & NI	£	995.03		£	995.03															
06.10.20	BT	HMRC (Mth 7)	Tax & NI	£	743.94		£	743.94															
06.10.20	DD	NEST	Pensions	£	194.23		£	194.23															
06.10.20	BT	Smith of Derby	Clock winding	£	78.00	£	13.00	£	65.00														
12.10.20	BT	Lloyds Credit Card	Mthy Fee and fuel	£	34.89	£	4.32	£	9.00	£	21.57												
TOTAL				£	5,351.44	£	44.43	£	147.04	£	4,857.85	£	65.00	£	-	£	157.12	£	80.00	£	-	£	-
CUMULATIVE				£	50,363.94	£	798.29	£	3,728.49	£	29,509.15	£	1,261.00	£	133.00	£	1,570.81	£	10,901.68	£	7.50	£	269.99
BUDGET				£	106,165.00	£	-	£	6,780.00	£	58,800.00	£	2,340.00	£	3,000.00	£	6,575.00	£	15,670.00	£	490.00	£	12,510.00

INCOME 2020/21

Date	In No	Paying From	Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Wages	Loan	Sup Grant/ Pre	
03.08.20	BT	Preschool	PAT Testing	£	50.00					£	50.00			
11.08.20	BT	Plot 8c	Allot bond	£	50.00					£	50.00			
15.09.20	BT	Plot 9A	Allot Rent	£	24.00					£	24.00			
15.09.20	BT	Plot 6b	Allot Rent & Bond	£	74.00					£	74.00			
16.09.20	BT	Plot 17a	Allot Rent	£	24.00					£	24.00			
16.09.20	BT	Plot 11b	Allot Rent	£	24.00					£	24.00			
17.09.20	BT	Plot 17b	Allot Rent	£	24.00					£	24.00			
17.09.20	BT	Plot 18b	Allot Rent	£	12.00					£	12.00			
18.09.20	BT	Plot 1b + 14c	Allot Rent	£	24.00					£	24.00			
18.09.20	BT	Plot 15b	Allot Rent	£	24.00					£	24.00			
21.09.20	BT	Plot 7a	Allot Rent	£	24.00					£	24.00			
21.09.20	BT	Plot 3b	Allot Rent	£	24.00					£	24.00			
21.09.20	BT	Plot 11a + 12a	Allot Rent	£	48.00					£	48.00			
21.09.20	BT	Plot 13a	Allot Rent	£	24.00					£	24.00			
22.09.20	104	FWH Charity	Reimburse Fridge	£	269.99								£	269.99

INCOME 2020/21

Date	Paying		Description	Total	Ad	Ag	Int	Ten	PEH	YRA	Wages	Loan	Sup Grant/ Pre			
	In No	From														
22.09.20	BT	Plot 7b	Allot Rent	£ 24.00						£ 24.00						
23.09.20	BT	Plot 16a	Allot Rent	£ 24.00						£ 24.00						
23.09.20	BT	Plot 6a	Allot Rent	£ 24.00						£ 24.00						
29.09.20	BT	Plot 14a+b	Allot Rent	£ 36.00						£ 36.00						
01.10.20	BT	Plot 4	Allot Rent	£ 48.00						£ 48.00						
01.10.20	BT	Plot 1a	Allot Rent	£ 42.00						£ 42.00						
TOTAL				£ 917.99	£ 25.05	£ -	£ -	£ -	£ -	£ 648.00	£ -	£ -	£ -	£ -	£ -	£ 269.99
CUMULATIVE				£ 56,838.22	£ 25.05	£ 230.00	£ -	£ -	£ 1,466.00	£ 1,184.22	£ -	£ -	£ 50,037.00	£ 2,416.93	£ -	£ 269.99
BUDGET				£ 115,171.00	£ -	£ 315.00	£ -	£ 960.00	£ 860.00	£ 1,550.00	£ 9,000.00	£ 30,000.00	£ 49,986.00	£ -	£ 22,500.00	£ -

FWH Improvement Account PAYMENTS 2020/21

Date	Paying		Description	Total
	In No	From		
30.09.20	BT	Unity Trust Bank	Bank charges	£ 18.00
TOTAL				£ 18.00
CUMULATIVE				£ 78,581.21

**FRANK WICKHAM HALL CHARITY 5th October 2020
ACCOUNTS 2020/21**

PAYMENTS

Invoice	Cheq						Cleaning	Misc		Council	Repairs &	Safety	Waste	Specific	
Date	No	Payee	Description	Total	Utilities	Admin	Materials	Equip	PRS Lic	Tax	Maint	Checks	Disposal	Items	Reserves
Invoices already paid but requiring approval															
04.08.20	DD	Waterplus	Water	£ 200.15	£ 200.15										
15.09.20	DD	CAF Bank	Monthly Fee	£ 5.00		£ 5.00									
15.09.20	DD	Pennon Water	Water	£ 32.00	£ 32.00										
15.09.20	DD	EDF Energy	Gas	£ 183.00	£ 183.00										
15.09.20	DD	EDF Energy	Electricity	£ 154.00	£ 154.00										
			TOTAL	£ 574.15	£ 569.15	£ 5.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
			CUMULATIVE	£ 5,398.56	£ 2,670.16	£ 81.25	£ 289.81	£ -	£ -	£ 302.08	£ 703.81	£ 50.00	£ -	£ -	£ 294.99
			BUDGET	£ 38,175.00	£ 5,000.00	£ 10,550.00	£ 750.00	£ 125.00	£ 475.00	£ 350.00	£ 2,000.00	£ 700.00	£ 225.00	£ 8,500.00	£ 9,500.00

RECEIPTS

Date	Paying in				Hall	Hall	Hall	Hall	Library			Sale of
Date	No	Received from	Description	Total	Hire	Hire	Hire	Hire	Rent	Interest	Donation	Assets
					Preschool	Clubs/Soc	Commercial	Individuals				
04.08.20	BACS	Preschool	Hall hire	£ 1,311.23	£ 1,311.23							
12.08.20	BACS	John Port	Hall hire	£ 25.00			£ 25.00					
17.08.20	BACS	FP Defence Lab Rubio	Hall hire	£ 203.50				£ 203.50				
14.09.20	BACS	DCC	Library land rent	£ 125.00					£ 125.00			
02.10.20	BACS	Dancetec	Hall hire	£ 144.00			£ 144.00					
05.10.20		Various	Hall hire	£ 164.00		£ 104.00	£ 60.00					
			TOTAL	£ 1,972.73	£ 1,311.23	£ 104.00	£ 229.00	£ 203.50	£ 125.00	£ -	£ -	£ -
			CUMULATIVE	£ 15,193.16	£ 3,496.33	£ 185.25	£ 685.00	£ 274.50	£ 250.00	£ -	£ 10,302.08	£ -