

ETWALL PARISH COUNCIL

**Minutes of the Online Etwall Parish Council Meeting  
Held on Monday 7th September 2020**

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

No member of the public present.

- 20/9/4497 **Apologies for Absence** – District Councillor Brown and District Councillor Muller.
- 20/9/4498 **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.
- 20/9/4499 **Public Speaking** – No members of the public present.
- 20/9/4500 **Minutes of the meeting held on 3rd August 2020** - These minutes were approved and signed by the Chair.
- 20/9/4501 **Actions from the Previous Meeting** –
- 20/8/4482 - Cost of notice board emailed to Cllr Muller.
  - 20/8/4482 - RBS bank mandate updated and returned however RBS are now asking for documents which do not exist. It was agreed that the Clerk would investigate other accounts with a view to transfer the funds and then close RBS.
  - 20/8/4487(d) - Tree Officer requested that the ivy be removed from the base of the tree then he will reinspect. The Groundsman have carried this out and the tree officer has been informed.
  - 20/8/4488(a)(ii) - Form submitted to combine water and wastewater charges at FWH.
  - 20/8/4488(a)(iii) - New fridge was delivered on 18th August. Old fridges removed and all working as it should.
  - 20/8/4488(a)(iv) - Leak caused by not sealing around hole in worktop when kitchen was originally installed therefore not valid for insurance claim. No longer going to be pursued.
  - 20/8/4488(a)(v) - Mobile phone purchased for new clerk. Rachel had to buy it herself and will move the contract over to the PC after 3 months, in the meantime the Clerk will be reimbursed.
  - 20/8/4493 - Stone snake has been made back into a snake shape again but will now be removed as time has been given for people to collect their painted stones.
- 20/9/4502 **Chairman's Announcements** – Cllr Kirke welcomed the new Clerk, Rachel Male to her first meeting and thanked Lynne Gardner for all her hard work over the past 15 years.
- 20/9/4503 **Derbyshire Association of Local Councils** – All correspondence had been circulated.
- (a) Report from Risk Assessment Training – Cllr Muller and Cllr Whitehouse reported on the recent risk assessment training they attended. The Clerk will circulate the PowerPoint from the presentation to all Councillors for their information and ensure the Groundsman and FWH booking clerk are completing the most up to date assessments.

- (b) Policies Required – Cllr Muller reported that following a DALC Chairs meeting she attended she now has a list of policies which are required as a Parish Council. The new Clerk reported that she may have most of these with the other Councils she Clerk's for and would review what policies are needed and circulate once amended for review.

20/9/4504

**Website Accessibility – Update**

A discussion took place regarding the best way to meet the new regulations. It was agreed that we would plan to ask a provider who currently maintains another Parish Council's website to build a new one to our specifications, taking into account latest accessibility regulations and write our statement on a new platform which the new Clerk is familiar with, so it can be easily maintained. Approximate cost would be between £750 – £1150 which is to build the new website and maintain for the first year. Thereafter an annual bill of approximately £140 will be payable to maintain. It was agreed that the Clerk would speak with the provider and investigate further with the plan being that our new website with a completion date of May/June 2021 so it can be budgeted from next year's accounts. She would also get confirmation from DALC that this is acceptable.

In the meantime, the current provider would continue as usual. It was agreed that we would inform the Church and Art Club of our plans as they appear to be the only groups who do not have their own website however general information would still be available on the new website.

In the meantime, it was agreed that all Councillors would look at the website to see what does need changing/is out of date and no longer required.

20/9/4505

**Report from the Planning Environment and Highways Committee**

(a) Planning applications considered by SDDC –

- 98 Belfield Road – Single storey rear extension – Approved
- 14 Church Hill – The felling of a Holly and Sycamore tree and pruning of Lime trees - Approved
- Certificate of Lawfulness for proposed two additional areas of yard for car storage at Toyota Manufacturing – Approved

(b) Planning applications requiring consideration –

- 4 Grove Park – The felling of an Ash tree covered by South Derbyshire District Council Tree Preservation Order no. 22 together with other tree work – Members had no objects to the tree works but requested that the SDDC Tree Officer look at the Ash tree to ensure that there were no other options than to fell the tree.
- Refurbishment with minor alterations and the erection of a single storey extension to the Barn for the proposed change of use from storage to additional seating/restaurant space at the Hawk and Buckle, Main Street – No objections.
- Two storey rear extension and single storey front extension at 55 Belfield Road – No objections

(c) Changes to planning regulations consultation –an email from DALC was sent out to Councillors for any comments they wish to make. Please let the Clerk have comments no later than 16th September.

(d) Remembrance Sunday Commemoration to take account of Covid-19 – the Clerk will contact the Church to see what their plans are for this years' service. Whether a service takes place or not, the Parish Council would still like to lay a wreath. IT WAS DECIDED the Clerk would purchase a wreath.

20/9/4506

**Youth Recreation and Allotments Committee –**

- (a) Report from King George V Playing Field Play Equipment Group – they have agreed what they want move forward with and Cllr Smith is trying to obtain quotes for the painting of the play equipment and railings, so far only one company have quoted. It was agreed that the Clerk would speak to some other Councils to see who they use and report back.
- (b) Funding for improvements to play equipment – Kind George V Playing Field – since the agenda was published the drainage report has been received which we now need a quote for then we will know how much money will be left over in this year's budget.

20/9/4507

**Finance -**

- (a) Items of expenditure:-
  - (i) Request for a donation – Etwall Under 7's Football Team – it was agreed that more information on what the grant was for would be requested. Cllr. Smith would follow up and report back.
  - (ii) Provision of additional bin/dog bin at Sandypits Lane Playing Field – dog mess has been issue and another bin would be welcomed plus more signage. Someone has reported that the existing bin is also rotten. Val to visit tomorrow and take pictures It was agreed we would discuss at the next meeting once Cllr. Hobson has visited the area. Plus costings. . The area the large bin is currently is covered in stingy nettle asking the groundsman to sort.
  - (iii) Provision of mobile goalposts for Sandpits Lane Playing Field - it was agreed that more information was needed. Cllr. Smith would follow up and report back.
  - (iv) Quotation for provision of CCTV at Sandypits Lane playing field car park – a quote was obtained for the CCTV albeit fitting was not included however the Councillors agreed they did not find it practicable to install CCTV at this location.
- (b) Accounts for payment for the Parish Council totalling £12,022.29 were approved and accounts totalling £684.99 for the Frank Wickham Hall Charity were also approved. Spend against the main budget headings were reported.
- (c) Income - £227.90 had been received since the last meeting for the Parish Council and £40.00 had been received by the Frank Wickham Hall Charity. A total of £29975.00 had been received by the FWH improvements Account.
- (d) Change of bank account - King George V Playing field Charity – the Clerk is looking into change this account and will report in the coming weeks.

20/9/4508

**Frank Wickham Hall**

Cllr. Neal reported that SDDC have awarded us a grant of up to £25,000 which the Clerk will acknowledge. A letter of instruction to B&K can now be issued and a pre-start meeting can be scheduled (late September) with them along with Cllr's Neal and Payton and our booking Clerk. It is hopeful work will commence mid-October for a total of approximately 5-weeks.

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

Usage of the hall has increased slightly with preschool now back.

A brief discussion took place in respect of the halls lights as they need replacing. This will be discussed at a committee meeting.

20/9/4509

**Clerk's Report**

- (a) It was agreed that the Council's printer would be put into storage at the FWH.
- (b) Correspondence – See below.

- 20/9/4510      **Website and Facebook** – Cllr Ireland reported that website hits were averaging 45 per day. The Facebook page was also proving to be popular.
- 20/9/4511      **Any Other Business** – It was reported that the stone snake by the library had been vandalised. The Clerk to let the organiser know.
- 20/9/4512      **Dates of Committee Meetings** – Youth Recreation & Allotments and Frank Wickham Hall committees to be held online on Tuesday 22nd September commencing at 7.30pm.
- 20/9/4513      **Date of Next Meeting** – Monday 5th October at 7.30 pm online.

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

- 20/9/4514      **NALC Pay Review** – following an email from DALC circulating the NALC Legal Briefing for the National Salary Award 2020-21, IT WAS DECIDED to award the recommended pay increase for employees of 2.75% (backdated to 1st April 2020).

Signed .....

Date .....

**ETWALL PARISH COUNCIL**  
**7th September 2020**

Minute No. 20/9/4509

<b>1</b>	<b>Correspondence Requiring Action</b>		<b>Action</b>
1.1	Resident	Request for a donation for U7's football team	Agenda item
1.2	Came & Co	Insurance renewal	Noted.
1.3	Resident	Request for removable goalposts	Agenda item
1.4	SDDC	Playing Pitch Strategy	Noted.
1.5	Resident	Request for resurfacing of Common End	Clerk to reply.
1.6	DALC	Climate Emergency Group Survey	Noted.
1.7	Resident	Offer to repaint seats	To be discussed at the next meeting.
1.8	Resident	Tree damage – KGV	Actioned
1.9	RBS	Bank mandate update queries	Clerk to action.
1.10	SDDC	Request to remove ivy from tree at Sandypits	Clerk actioned
1.11	RBS	Change of bank account	Clerk to action.
1.12	Resident	Request for additional dog bin at Sandypits	Agenda item
1.13	DALC	Notes from Clerk and Chair Meeting 26.08.20	Noted.
1.14	DALC	National Salary Award	Agenda item

<b>2</b>	<b>Correspondence for Information</b>		
2.1	Doveridge PC	Reference	Noted.
2.2	Sudbury PC	Reference	Noted.
2.3	PWLB	Loan repayment schedule	Noted.
2.4	Norwood	PAT testing report	Noted.
2.5	STWA	Drainage Update	Noted.
2.6	NALC	Planning White Paper	Noted.
2.7	Came & Co	Online resource hub	Noted.
2.8	Charity Commission	Annual Public Meeting	Noted.

<b>3</b>	<b>Correspondence for reading</b>		
3.1	Clerks & Councils Direct	Magazine	
3.2			

<b>4</b>	<b>Correspondence relating to Frank Wickham Hall</b>		
4.1	Rural Action Derbys	Adjustments following lockdown easing	
4.2	South Staffs Water	Switching account	
4.3	Rural Action Derbys	Latest updates on lockdown easing measures	