

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting
Held on Monday 3rd October 2022 at 7.30pm**

Present: **Cllr A Kirke** **Cllr B Payton**
Cllr N Ireland **Cllr V Hobson**
Cllr R Fearn **Cllr C Rowley**
Cllr D Neal **Cllr U Towne**
Cllr A Muller

In attendance: Clerk, Rachel Male

- 22/10/5014 **Apologies for Absence**
Apologies were received from Cllr J. McCallum, County Councillor Martyn Ford and District Councillors David Muller and Lisa Brown.
- 22/10/5015 **Variation of Order of Business (if required)**
Not required.
- 22/10/5016 **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 A. Kirke and R. Fearn declared a personal interest in agenda item 9. Planning Applications b) DMPA/2022/0719 as they are nearby residents.
- 22/10/5017 **Public Speaking**
(a) Members of the Public:
No members of the public present.

(b) County and District Councillors:
No County and District Councillors present.
- 22/10/5018 **To confirm and agree as a true record the non-confidential Minutes of the Etwall Parish Council meeting held on 5th September 2022**
RESOLVED that these minutes were an accurate recording of the above meeting.
- 22/10/5019 **To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**
Not required.
- 22/10/5020 **Chairman's announcements**
The Chair thanked Cllrs Rhia Fearn, Chris Rowley and Ursula Towne for their hard work for the successful Neighbourhood Plan meeting on the 26th September.
- 22/10/5021 **Clerk's Report on outstanding matters and matters of information**
Attached.
- 22/10/5022 **Planning Applications**

- a) DMPA/2022/1170 - Replace car port with proposed detached annexe with studio above & erection of new front boundary wall at 5A Egginton Road, Etwall, Derby, DE65 6NB – **NOTED**.
- b) DMPA/2022/0719 - Residential development comprising the erection of 65 dwellings, with open space, drainage and associated works at Etwall Common, Land at SK 2730 1591, East of Egginton Road and North of Jacksons Lane, Etwall Common, Derby – **RESOLVED** to object as follows:
There should be no pedestrian access through H7. Besides damaging hedgerows and undergrowth, this is hazardous for pedestrians as well (there is no street lighting or pavement). Jacksons Lane is a single carriageway.

As a matter of public safety and environmental conservation, the hedgerows that surround the development should be strengthened rather than weakened.

According to the Design & Access Statement, the nearest bus stop is 50 metres away on two separate occasions (pg 7 & 25). When, in fact, and as noted in previous documents, the nearest bus stop is 0.8 miles away. This affects the additional planning application as 15 families will need to use their cars. There will be a minimum of four parking spaces provided for each dwelling, which further aggravates this problem. By doing this, we actively encourage people to own more vehicles, which is not conducive to a move towards carbon neutrality.

22/10/5023

Neighbourhood Plan Update

Meeting on the 26th September went really well (revised date due to the Queen's funeral) and was well supported by the community. The working group would now like to move forward with the plan and will meet again next week to discuss next steps. Another meeting will be taking place with the community in October.

22/10/5024

South Derbyshire Local Plan – Issues and Options Consultation to comment on 10th October

RESOLVED to convene a small working group (Cllrs Fearn, Neal and Rowley) to compile a response from the Parish Council, to be signed off by Full Council at the December meeting.

22/10/5025

East Midlands Freeport Update

Cllr. Neal reported that the impact report is completed as far as it can be until we hear from Developer on next steps.

22/10/5026

KGV and Play area update

Benches / Picnic tables - **RESOLVED** to order 3 benches (including a memorial bench for the Queen) and 2 picnic tables, however delivery will not be for 22-weeks. Total cost £3490 (excluding VAT).

AGREED to add a memorial plaque for the Queen which will increase the price by £60 (excluding VAT).

When delivery is confirmed, Clerk will source updated quotes for fitting.

FWH footpath – another contractor is meeting Cllr. Hobson shortly. Clerk to ask for a quote for a tarmac option also.

Clerk has contacted SDDC asking when/if there is a plan to paint the play equipment.

Youth hut (concrete standing) – awaiting a date.

DCC tree planting scheme – no update.

Gym equipment

Clerk has chased Fields in Trust for permission to install new equipment.
Clerk to send out options for equipment for Councillors to research ahead of the next meeting.

- 22/10/5027 **Correspondence for discussion or determination**
a) Letter from a resident – request for a donation towards the hire the of Frank Wickham Hall to facilitate heart screenings over 2 weekends.
RESOLVED to donate the full cost of hire.
- b) Email from Royal Derby Hospital – request for a donation towards the hire of the Frank Wickham Hall to hold a works children's Christmas party.
RESOLVED to check what the group has been charged – should be Group 2.
- 22/10/5028 **Remembrance Day Wreath and poppies**
RESOLVED to order 20 new lamppost poppies and a wreath. Total donation agreed was £115.
- 22/10/5029 **Frank Wickham Hall – verbal update**
A new hot water pump is to be replaced in next week.
Litter – there have been a few comments with regards to litter around the hall at the weekends following bookings. The situation will be monitored.
- 22/10/5030 **Parish Council Insurance**
Council is in a Long-Term Agreement - **RESOLVED** to renew at a cost of £1496.74.
- 22/10/5031 **Christmas Celebrations**
Options for lights around the trunk of the tree (in front of the church) were discussed. Options to be looked into ahead of the next meeting.
- 22/10/5032 **Lamppost flowers**
Feedback received from residents on this year's displays has been very positive.
Clerk to investigate prices for next year.
- 22/10/5033 **Finance – Income and payments to 3rd October 2022 (EPC + FWH)**
To approve the income and payments to 3rd October 2022 (attached) for the Parish Council and Frank Wickham Hall. All invoices were available for inspection.
RESOLVED that all income and payments as submitted be agreed.
- 22/10/5034 **To confirm and agree the accounts to 30th September 2022**
RESOLVED that the accounts and bank reconciliation for Etwall Parish Council and Frank Wickham Hall to 30th September as submitted, be agreed (attached).
- 22/10/5035 **2021/22 External Audit Report**
RESOLVED to note the completion of the 2021/22 Audit and Limited Assurance Review.
- 22/10/5036 **Dates of next meeting and committee Meetings**
It was **RESOLVED** that our next meeting would be Monday 7th November 2022 at 7.30pm in the Frank Wickham Hall.

All committees to meet earlier on the 7th November to discuss budgets.

22/10/5037 **Exclusion of the Press and Public RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.**

22/10/5038 **Update on recruitment of a Parish Clerk (exempt as this is a personnel matter) RESOLVED to advertise for an assistant Clerk for 7 hours per week at £13.75 p/hr. Current Clerk would go down to 10 hours.**

22/10/5039 **Meeting close – 21.05.**

Signed

Date

Etwall Parish Council – Clerk’s Report
3rd October 2022

Lamppost flowers

Contractor have scheduled the collection of the planters for the evening of **the 19th October** (revised date from last month).

Sheep worrying/dogs on leads

Update from SDDC 30.06 - As soon as our stocks of signs are replenished, I will look at getting some deployed in the area.

Chestnut Grove – abandoned Royal Mailbox

Royal Mail have confirmed that they have submitted the Council’s request for the box removal.
Note: Please be aware that this process can take a number of weeks to complete (up to 25 weeks).

Playarea fencing

A bolt on one of the metal fence panels has rusted and broken away. Awaiting a site visit and quote for the replacement.

Etwall Scouts Group

Boundary fence move and lighting in guides container – no update.

Allotment tap

There is a leak at the stop tap, so a plumber is required to investigate further. Clerk to arrange.

22/06/4832 a) Email from resident – ivy on fence by Bowls Club.

RESOLUTION: obtain quotes for the removal of all the ivy overgrowth.

Clerk is obtaining quotes alongside potential path works in the Frank Wickham Hall car park.

Cheshunt Grove – shop parking

Awaiting a site visit from Highways (DCC)

KGV/Bowls Club Hedge

Groundsman to remove 3ft from the posts and cut the hedge.

22/09/4997 Bowls Club Water Leak

RESOLUTION: to instruct the contractor to carry out the works required at £969 + VAT per day.

Clerk has instructed the contractor. Awaiting next steps.

22/09/4998 DCC Snow Warden Scheme 2022-2023

RESOLUTION: to take part in the scheme.

Grit

Clerk to order 10 x bags of grit we do not receive this from DCC.

22/09/4995 Trial of Speed Indicator Devices/new village signage

RESOLUTION: to not pursue the devices and the Clerk will investigate, for the 3 entrances to the, new signage advertising we are Community Speed Watch village. Ongoing.

22/09/4999 Public Toilets

Future plans of possible re-opening

SDDC have asked the Council if they support the re-opening of the toilets. Clerk to speak with SDDC stating we would be interested in the re-opening if they were brought up to the right standard. Clerk to also ask SDDC what they are considering.

Update: Clerk has emailed SDDC awaiting a reply.

Etwell Primary School have raised concerns to the re-opening of the toilets. The Clerk will speak with the school to keep them posted on the current situation.

To discuss and agree cost of installing outdoor lighting

SDDC are happy to procure the installation of two motion sensing security lights, however they would require the Parish Council's agreement to bear the cost and become the billing authority for the electricity supply to the closed toilets.

Installation cost would be approx. £500 + VAT.

The Clerk will speak with SDDC asking them to go ahead with sourcing an accurate quote and the Clerk will report back to Council.

Clerk has email SDDC, awaiting a reply.

Allotments Lease

Clerk is continuing to chase our updated lease.

Litter bins

Egginton Road bin (by the footbridge) – ordered, awaiting delivery.

Litter bin (opposite leisure centre, Hilton Road by the traffic light crossing) – Clerk has raised with SDDC that this bin in particular seems very small for the amount of people passing- a high volume of John port children walk past it with litter, as well as residents, and the grass area often gets littered as the bin overflows so litter blows away. Also, the door is hanging off. A delivery of bins has been received by SDDC and they will now request a job for it to be replaced.

Brick bus stop – Clerk has ordered a replacement liner (due to fire damage), cost £76 inc VAT. Awaiting delivery.

Severn Trent noise Survey

Clerk is continuing to chase SDDC Planning

Road Markings – Hilton/Egginton and Main Road Junction

A resident has raised concern of the state of the road marking on this junction (opposite John Port). Clerk has raised the issue with DCC Highways, Martyn Ford and asked all Councillors to report the issue.

Etwall Parish Council

Meeting - 3rd October 2022

MINUTE NUMBER ONCE APPROVED:**Expenditure****Payments to be authorised**

Date	Payee	Description	VAT	Amount (inc VAT)
08.09.22	Nest	Pension		£ 212.53
09.09.22	Lloyds Credit Card	Monthly fee		£ 6.00
15.09.22	South Staff Water	Bowling Green Water		£ 118.59
20.09.22	Abacus	Floodlights payment 1 of 3	£ 833.33	£ 5,000.00
22.09.22	Tesco Mobile	Mobile		£ 12.99
30.09.22	Unity Bank	T1 Service Charge		£ 18.00
30.09.22	Unity Bank	T2 Services		£ 25.05

Invoices to be authorised for payment:

	Staff	Salaries		£ 5,526.21
	PKF Littlejohn	External Audit	£ 80.00	£ 480.00
	Frank Wickham Hall	Hire of hall for NDP meetings x 3		£ 109.25
	Eric Roy Consulting	Website Annual Fee		£ 165.00
	Gallagher Insurance	Parish Council Insurance		£ 1,496.74
	SDDC	Summer holiday provision	£ 208.00	£ 1,248.00
	SDDC	Land Rent		£ 7.50
	Heatherose Ltd	Heating control panel replacement for FWH (S133 Grant)	£ 922.00	£ 5,532.00
	A. Muller	Reimburse for NDP meeting refreshments		£ 21.39
10.10.22	Lloyds Credit Card	Fuel, stationery, NDP printing, groundsman boots	£ 8.17	£ 243.03
		Total	£ 2,051.50	£ 20,222.28

Income since last meeting

05.09.22	HMRC	VAT Return 21-22	£ 9,157.97
12.09.22	Nest	Pension Refund	£ 8.38
16.08.22	Etwall Bowls Club	Floodlights	£ 4,166.67
		Total	£ 13,333.02

Frank Wickham Hall

Payments already made but requiring approval

Date	Payee	Description	Amount
15/09/2022	CAF Bank	Bank Charges	£ 5.00
15/09/2022	South Staffordshire Water	Water rates	£ 85.50
15/09/2022	EDF	Electric	£ 63.00
15/09/2022	EDF	Gas	£ 458.00
TBC	O.Heap	Fire alarm service and emergency lighting testing	£ 232.50
TBC	Burton Glass	Window replacement	£ 144.00
TBC	Atlas	Cleaning materials	£ 90.54
Total			£ 1,078.54

Awaiting authorisation on CAF banking system

Income 01.09.22 - 30.09.22

	Various hirers	Hall hire	£ 2,210.99
Total			£ 2,210.99

ETWALL PARISH COUNCIL - Bank Reconciliation
Meeting 3rd October 2022

<u>Opening Balance 31st October 2022</u>	£	103,562.46
Add Total Receipts	£	13,333.02
Less Total Payments	£	10,697.92
	TOTAL £	106,197.56
Represented by:		
Unity Trust Account T1 at 30.09.22	£	1,261.42
Unity Trust Account T2 at 30.09.22	£	104,936.14
	TOTAL £	106,197.56
Plus receipts not banked		
Less payments made		
Closing balance at 30th September 2022	TOTAL £	106,197.56

FRANK WICKHAM HALL ACCOUNTS**Bank Reconciliation**

Opening Balance 31st August 2022	£ 46,064.69
Add Total Receipts	£ 2,210.99
Less Total Payments	£ 611.50
	TOTAL £ 47,664.18
Represented by:	
CAF Bank at 30.09.22	£ 37,523.77
Virgin Account at 30.09.22	£ 10,140.41
	TOTAL £ 47,664.18
Plus receipts not banked	
Less payments made	
Closing balance at 30th September 2022	TOTAL £ 47,664.18