

- 22/09/4989 **To note and agree the recommendations within the non-confidential Minutes of the Staffing Committee Meeting held on 18th July 2022**
RESOLVED to note and agree the recommendations from the Staffing Committee meeting held on 18th July 2022.
- 22/09/4990 **To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**
Not required.
- 22/09/4991 **Chairman’s announcements**
None.
- 22/09/4992 **Clerk’s Report on outstanding matters and matters of information**
Attached.
- 22/09/4993 **Planning Applications**
- a) DMPA/2022/0937 - The erection of a single storey rear extension and side extension over existing garage at 14 Mansfields Croft, Etwall – **NOTED.**
 - b) DMPA/2022/0975 - The erection of extensions at 9 Laburnum Way, Etwall – **NOTED.**
 - c) DMOT/2022/1012 - The felling of a lime tree covered by South Derbyshire District Council Tree Preservation Order no. 22 at Etwall Grove, Egginton Road, Etwall – **NOTED.**
 - d) DMPA/2022/0835 - Listed building consent for internal and external alterations to 'The Barn' including the addition of an oak framed extension with brick plinth at 46 Main Street, Etwall – **NOTED.**
- 22/09/4994 **Neighbourhood Plan Update**
Informal working group continue to meet every 2 weeks in preparation for the village meeting on the 19th September.
- 22/09/4995 **Trial of Speed Indicator Devices**
The proposed lamppost which was suggested can not have a device fitted so the Council would need to install a metal post which will increase the cost by around £1500-£2000.
RESOLVED to not pursue the devices and the Clerk will investigate, for the 3 entrances to the, new signage advertising we are Community Speedwatch village.
- 22/09/4996 **East Midlands Freeport Update**
Cllr. Neal continues to work with Egginton Parish Council and District Councillor Lisa Brown on the impact statement. An Issues and Options Report for the Freeport should be advertised soon.
- 22/09/4997 **Bowls Club Water Leak**
RESOLVED to instruct the contractor to carry out the works required at £969 + VAT per day.
- 22/09/4998 **DCC Snow Warden Scheme 2022-2023**
RESOLVED to take part in the scheme.

- 22/09/4999 **Public Toilets**
- a) To discuss and consider 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.
- b) 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.
- 22/09/5000 **Allotments**
- a) To consider an update to the agreement
RESOLVED to add a clause into the agreement as follows in respect of bonfires:
- Not obstruct any path set out by the Council for the use of the occupiers of the Allotment Gardens or cause any nuisance or annoyance to the occupier of any other Allotment Garden or neighbouring residential properties. Bonfires should be limited in size (to reduce smoke annoyance) and not lit during periods of fire risk.*
- b) Lease update
The Clerk is trying to get the lease updated and the rent paid.
- 22/09/5001 **Correspondence for discussion**
- a) Email from The Etwall Market Team – regarding Etwall Christmas Market 2022
RESOLVED to allow the use of the field on the 3rd December.
- 22/09/5002 **Frank Wickham Hall – verbal update**
New heating control panel has been fitted. The hot water pump has failed and a repair is awaited. Cllr. Neal gave a brief update on gas and electric costs and also potential phase 3 works once funding is secured.
There has been a report of litter on the KGV field following a party – the booking Clerk will advise the Groundsman when there is a weekend party to ensure the surrounding area is clear of litter.
- 22/09/5003 **KGV and Play area update**
Awaiting quotes for the fitting of benches and picnic tables and pathway works. New plants to be planted on the FWH triangle in the coming week.
- 22/09/5004 **Finance – Income and payments August 2022**
To note the income and payments made in August 2022.
- 22/09/5005 **Finance – Income and payments to 5th September 2022 (EPC + FWH)**
To approve the income and payments to 5th September 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.

- 22/09/5006 **To confirm and agree the accounts to 31st August 2022**
RESOLVED that the accounts and bank reconciliation for Etwall Parish Council and Frank Wickham Hall to 31st August as submitted, be agreed (attached).
- 22/09/5007 **2021/22 External Audit Report**
Deferred to the October meeting as the full report has not been received.
- 22/09/5008 **Smaller Authority Audit Appointments 2022 Opt-out Communication**
RESOLVED to stay opted in to the SAAA central external auditor appointment arrangements.
- 22/09/5009 **Dates of Committee Meetings**
Committee meetings to be held in October.
- 22/09/5010 **Date of Next Meeting**
It was **RESOLVED** that our next meeting would be Monday 3rd October 2022 at 7.30pm in the Frank Wickham Hall.
- 22/09/5011 **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.**
- 22/09/5012 **Update on recruitment of a Parish Clerk (exempt as this is a personnel matter)**
Awaiting job advert from DALC before proceeding with the advertising of the role.
- 22/09/5013 **Meeting close – 20.47pm**

Signed

Date

Etwall Parish Council – Clerk’s Report
5th September 2022

Lamppost flowers

Contractor has scheduled the collection of the planters for the evening of the 29th September.
A poll to go out on the Facebook asking for residents feedback.

Church Hill green space – 2 posts need replacing

Now been replaced and invoice paid.

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.

Etwall Speedwatch – equipment purchase

All equipment has now been purchased and delivered.

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.

A50 footbridge - lighting

All been replaced and working.

Public toilet lighting

Agenda item.

Etwall Scouts Group

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

Carriers Road / Egginton Road Junction

Cllr. R. Fearn has submitted the petition to the County Councils official petition address with a copy also to our local County and District Councillors. The total number of signatures with the two petitions added together was; 793.

Allotment tap

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

Sandypits Car Park

Pot holes now been filled and invoice paid.

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.

Allotment leaning fence repair

New posts erected along the fence to make it more secure is now complete, invoice is to be authorised and paid this evening.

Cheshunt Grove – shop parking

Awaiting a site visit from Highways (DCC)

Lamppost Poppies

Approx 20 new poppies are required. Suggested donation is £3.00 to Royal British Legion. To be added to the October agenda.

KGV/Bowls Club Hedge

The hedge previously cut by a contractor needs cutting again. Groundsman could maintain if the hedge was lower however this will involve grinding off 2-3ft off 13 concrete posts. Price to do this is approx. £780.

This hedge used to be cut by SDDC, Clerk to speak with them to see if they will recommence the hedge trimming otherwise Clerk to obtain a quote from a hedge cutter.

Grit

Clerk to order 10 x bags of grit.

Litter bins

Egginton Road bin (by the footbridge) – SDDC have confirmed we can install a bin. Total cost (including fitting and VAT) £369.74. Emptying costs will be £118.04 per year.

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.

Severn Trent noise Survey

Clerk is continuing to chase SDDC Planning

Bowling Green – Floodlights

First invoice will require payment later this month, the Bowls Club will transfer money minus the VAT to the Council account. Second will be once the materials have been delivered and the third will be on completion. Clerk has signed the necessary paperwork for grant funding on behalf of the PC.

Etwall Parish Council

Meeting - 5th September 2022

MINUTE NUMBER ONCE APPROVED:

Payments made since July meeting under delegated authority

Date	Payee	Description	VAT	Amount (inc VAT)
12.07.22	Staff	Salaries	-	£ 3,458.27
12.07.22	HMRC	Tax + NI	-	£ 1,014.52
15.07.22	Etwall Well Dressing	Grant	-	£ 180.50
22.07.22	Tesco Mobile	Mobile	-	£ 12.99
26.07.22	Plantscape	Lamppost flowers	£ 278.40	£ 1,670.40
26.07.22	M. Williamson	Church Hill replacement posts	-	£ 260.00
26.07.22	MJP Building Services	Sandypits car park	-	£ 250.00
04.08.22	Public Works Loan Board	Loan	-	£ 2,462.38
09.08.22	Lloyds Credit Card	Monthly Fee, leaflet printing and hi-vis jackets for CSW	-	£ 91.56
09.08.22	Booking Clerk	Salary	-	£ 554.32
09.08.22	Clerk	Salary	-	£ 853.00
09.08.22	HMRC	Tax + NI	-	£ 1,068.57
09.08.22	Groundsman	Salary	-	£ 1,399.55
09.08.22	PT Groundsman	Salary	-	£ 775.60
09.08.22	SDDC	Bins Collections (compost bins, Groundsmans Hut)	-	£ 104.00
11.08.22	Nest	Pension	-	£ 147.20
12.08.22	Nest	Pension	-	£ 147.20
16.08.22	Chair	Chair Allowance	-	£ 250.00
22.08.22	Tesco Mobile	Mobile	-	£ 12.99
		Total	£ 278.40	£ 15,564.05

Etwall Parish Council

Meeting - 5th September 2022

MINUTE NUMBER ONCE APPROVED:

Expenditure**Payments to be authorised**

Date	Payee	Description	VAT	Amount (inc VAT)
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Invoices to be authorised for payment:

	A. Ford	Fence repair - Allotments		£ 250.00
	Staff	Salaries		£ 3,548.79
	HMRC	Tax + NI		£ 1,059.97
	Almshouses	Rent for Groundsmans hut (2021 + 2022)		£ 392.00
	Clerk	Mileage		£ 54.00
	JMG Amenity	Bowls Green Maintenance	£ 198.80	£ 1,407.80
		Total	£ 198.80	£ 6,712.56

Income since last meeting

06.07.22	DCC	Rights of Way 2021 2022	£ 385.00
11.07.22	SDDC	Precept	£ 29,149.00
15.07.22	SDDC	Closed Churchyard	£ 388.50
26.07.22	HMRC	??	£ 4,242.71
04.08.22	Etwall Bowls Club	1/2 of maintenance cost	£ 609.50
11.08.22	Etwall Football Club	Changing rooms rent	£ 50.00
		Total	£ 34,824.71

Frank Wickham Hall**Payments already made but requiring approval**

Date	Payee	Description	Amount
15.07.22	CAF Bank	Bank Charges	£ 8.00
15.07.22	South Staffordshire Water	Water rates	£ 85.50
15.07.22	EDF	Electric	£ 63.00
15.07.22	EDF	Gas	£ 335.00
01.08.22	BT	Wifi	£ 32.34
09.08.22	SDDC	Trade waste collection	£ 195.00
09.08.22	D.Neal	Expenses - Floor cleaner	£ 185.00
09.08.22	Contractor	Building maintenance	£ 202.15
15.08.22	CAF Bank	Bank Charges	£ 5.00
15.07.22	South Staffordshire Water	Water rates	£ 85.50
15.07.22	EDF	Electric	£ 63.00
15.07.22	EDF	Gas	£ 335.00
18.08.22	Atlas Janitorial	Cleaning materials	£ 176.21
18.08.22	Hirer	Refund of deposit	£ 100.00
31.08.22	BT	Wifi	£ 32.34

Invoices to be authorised for payment:

		Total	£ 1,903.04

Income 01.07.22-31.08.22

	Various hirers	Hall hire	£ 3,636.25
		Total	£ 3,636.25

ETWALL PARISH COUNCIL - Bank Reconciliation
Meeting 5th September 2022

<u>Opening Balance 30th June 2022</u>	£	84,065.14
Add Total Receipts	£	34,824.71
Less Total Payments	£	15,327.39
	TOTAL £	103,562.46
Represented by:		
Unity Trust Account T1 at 30.06.22	£	1,279.42
Unity Trust Account T2 at 30.06.22	£	102,283.04
	TOTAL £	103,562.46
Plus receipts not banked		
Less payments made		
Closing balance at 31st August 2022	TOTAL £	103,562.46

FRANK WICKHAM HALL ACCOUNTS**Bank Reconciliation**

Opening Balance 30th June 2022	£ 44,581.77
Add Total Receipts	£ 3,636.25
Less Total Payments	£ 2,153.33
	TOTAL £ 46,064.69
Represented by:	
CAF Bank at 31.08.22	£ 35,924.28
Virgin Account at 31.08.22	£ 10,140.41
	TOTAL £ 46,064.69
Plus receipts not banked	
Less payments made	
Closing balance at 31st August 2022	TOTAL £ 46,064.69

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