

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Council Meeting  
Held on Monday 7th November 2022 at 7.30pm**

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

In attendance: Clerk, Rachel Male, County Councillor M. Ford, District Councillors L. Brown and D. Muller and members of the public.

22/11/5040 **Apologies for Absence**  
Apologies were received from Cllr R. Fearn.

22/11/5041 **Variation of Order of Business (if required)**  
Not required.

22/11/5042 **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 B. Payton and N. Ireland declared an interest in agenda item 9. Planning Applications d) DMPA/2022/1318 as they are Trustees of the Almshouses.  
Cllr. N. Ireland declared an interest in agenda item 9. Planning Applications d) DMPA/2022/1334 as this is a neighbour's house.

22/11/5043 **Public Speaking**  
(a) Members of the Public:  
- Concern was raised over the possible SHELAA site 121 being included in the South Derbyshire Local Plan and asked that the Parish Council do everything they can to prevent this.  
- Concern was raised over the communities understanding of the recent Issues and Options Consultation/SHELAA call for sites and how it differs to the Neighbourhood Plan.

(b) County and District Councillors:  
District Councillors L. Brown and D. Muller explained the process of the South Derbyshire Issues and Consultation process and what would be next

County Councillor M. Ford:  
A draft copy of the Est Midlands Councils Combined Authority has been issued, the proposal for Upper Tier Councils in Derbyshire and Nottinghamshire to form a "Combined Authority" which will take devolved powers from Westminster, together with over a billion pounds of funding over 30 years. Consultation on this begins on the 14th November.

EMA Future Airspace document, EMA with the Civil Aviation Authority (CAA) are looking to review how the airport manages the airspace above and around the airport, up to 7,000 feet.

- 22/11/5044 **To confirm and agree as a true record the non-confidential Minutes of the Etwall Parish Council meeting held on 3rd October 2022**  
**RESOLVED** that these minutes were an accurate recording of the above meeting.
- 22/11/5045 **To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**  
Not required.
- 22/11/5046 **Chairman's announcements**  
None.
- 22/11/5047 **Clerk's Report on outstanding matters and matters of information**  
Attached.
- 22/11/5048 **Planning Applications**
- a) DMOT/2022/1349 - The pruning of London Plane and Sycamore trees covered by South Derbyshire District Council Tree Preservation Order no. 505 at 82 Main Street, Etwall. **NOTED.**
  - b) DMPA/2022/1334 - Removal of old deteriorating garage and replacement with new garage at 24 Blakelow Drive, Etwall. **NOTED.**
  - c) DMPA/2022/1295 - The extension and conversion of existing outbuilding to form a dependant relative living space as an annexe to the main house at 7 Gravel Pit Cottages, Eggington Road, Etwall **NOTED.**
  - d) DMPA/2022/1318 - Installation of double-glazing windows at 10 Almshouses, Church Hill, Etwall. **NOTED.**
- 22/11/5049 **Neighbourhood Plan Update**
- a) To note and agree the recommendations from the Working Group  
The meeting on the 26th September went really well and the working group feel there is enough support from the community to move to the next stage.  
Recommendations to be agreed at December's meeting.
  - b) Designating an area for Etwall's Neighbourhood Plan  
To be deferred to December's meeting.
- 22/11/5050 **South Derbyshire Local Plan – Issues and Options Consultation**  
Cllrs Fearn, Neal and Rowley are putting their comments together in readiness for Council approval in December. Work is on-going.
- 22/11/5051 **East Midlands Freepport Update**  
No update.
- 22/11/5052 **KGV and Play area update**  
Benches / Picnic tables - have now been ordered. When delivery is confirmed, Clerk will source updated quotes for fitting.
- Etwall Community Project – wish to purchase a spinning egg cup. Clerk to obtain a quote.
- FWH footpath – awaiting quotes.

Playground fence and youth hut painting – awaiting prices.

Youth hut (concrete standing) – awaiting a date.

DCC tree planting scheme – 240 trees have been allocated to the Council, these should be delivered towards the end of the year.

#### Gym equipment

Clerk has now had permission from Fields in Trust to install new equipment.

Gym equipment is the preferred option for the field. Clerk to progress to the next stage.

22/11/5053

#### **Correspondence for discussion or determination**

a) Emails from residents – request to pollard bowling green tree

Clerk to confirm which tree, how much this will cost to pollard and defer to December's meeting.

b) Email from resident – regarding the footpaths and flooding on The Nook building site

Noted.

c) Emails from residents – concern over the local plan / SHELAA

Noted.

22/11/5054

#### **Frank Wickham Hall – verbal update**

Cllr. Neal gave a brief update including:

- All tube lighting requires replacement, prices to be obtained.
- Heaters in the main hall - two heaters have failed and the fans are not working. Cllr. Neal will obtain quotes.

22/11/5055

#### **Christmas Celebrations**

Clerk to investigate permission for planting a possible Christmas tree on the green in front of the church.

Cllr. Hobson to plant the artificial tree on the FWH triangle for this year.

22/11/5056

#### **Lamppost flowers**

Summer 2023 displays. **RESOLVED** to budget £3,000 in 2023/2024 subject to available funds.

22/11/5057

#### **Kings Coronation Celebrations**

**AGREED** the Council are planning to host a family fun day on Monday 8th May 2023. To be discussed in more detail at the December meeting.

22/11/5058

#### **Finance – Income and payments to 7th November 2022 (EPC + FWH)**

To approve the income and payments to 7th November 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.

22/11/5059

#### **To confirm and agree the accounts to 31st October 2022**

**RESOLVED** that the accounts and bank reconciliation for Etwall Parish Council and Frank Wickham Hall to 31st October as submitted, be agreed (attached).

22/11/5060

#### **Dates of next meeting and committee Meetings**

It was **RESOLVED** that our next meeting would be Monday 5th December 2022 at 7.30pm in the Frank Wickham Hall.

**RESOLVED** to hold a Finance Committee meeting on the 12<sup>th</sup> December 2022.

22/11/5061 **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.**

22/11/5062 **Update on recruitment of a Parish Clerk (exempt as this is a personnel matter)**  
**RESOLVED:** Interviews to be held and delegation to be given to the Staffing Committee to appoint a new assistant Clerk.

22/11/5063 **Frank Wickham Hall, Booking Clerk cover (exempt as this is a personal matter)**  
**RESOLVED:** Groundsman to cover holiday and sickness of current booking Clerk.

22/11/5064 **Meeting close – 20.58.**

Signed .....

Date .....

## Etwall Parish Council – Clerk’s Report

7th November 2022

### 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).

**Updated: a photo has been sent to Royal Mail showing how it is now being used as a rubbish bin.**

### 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.

**Updated: to be carried out over the winter months.**

### **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.

Etwall 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 emailed 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 – replacement bin liner fitted.**

#### 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 - 7th November 2022

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

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>VAT</b>	<b>Amount (inc VAT)</b>
06.10.22	Nest	Pension		£ 425.06
17.10.22	Pennon Water	Allotments		£ 114.38
24.10.22	Tesco Mobile	Mobile		£ 12.99
01.11.22	Staff	Salaries		£ 4,432.51
03.11.22	Nest	Pension		£ 212.53

**Invoices to be authorised for payment:**

	Royal British Legion	Remembrance wreath + poppies		£ 115.00
	Glasdon UK Limited	Bin insert to replaced damaged one (brick bus stop)	£ 12.67	£ 76.00
	Clerk	Expenses (Mileage + Ink)	£ 7.50	£ 71.99
	Hirer	Room hire donation for heart screening (S137)		£ 342.00
09.11.22	Lloyds Credit Card	Monthly fee		£ 6.00
		<b>Total</b>	<b>£ 20.17</b>	<b>£ 5,808.46</b>

**Income since last meeting**

17.10.22	Plot Holder	Allotment rent	£ 24.00
		<b>Total</b>	<b>£ 24.00</b>

**Frank Wickham Hall**

**Payments already made but requiring approval**

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
03/10/2022	BT	Wi-Fi	£ 32.34
17/10/2022	CAF Bank	Bank Charges	£ 5.00
17/10/2022	South Staffordshire Water	Water rates	£ 85.50
17/10/2022	EDF	Electric	£ 63.00
17/10/2022	EDF	Gas	£ 458.00
24/10/2022	Hirer	Refund of deposit	£ 100.00
24/10/2022	O Heap & Son	Fire extinguisher service	£ 440.64
31/10/2022	BT	Wifi	£ 32.34

**Invoices to be authorised for payment:**

	PPL PRS Ltd	Music Licence	£ 431.62
	D. Neal	Expenses (clothes, hooks and batteries)	£ 24.49
	O. Heap & Son	Replace 2 emergency lights	£ 261.71
		<b>Total</b>	<b>£ 1,934.64</b>

**Income 01.10.22 - 31.10.22**

	Various hirers	Hall hire	£ 1,749.75
		<b>Total</b>	<b>£ 1,749.75</b>

**ETWALL PARISH COUNCIL - Bank Reconciliation**  
**Meeting 7th November 2022**

<b><u>Opening Balance 30th September 2022</u></b>	<b>£</b>	<b>106,197.56</b>
Add Total Receipts	£	24.00
Less Total Payments	£	16,789.35
	<b>TOTAL £</b>	<b>89,432.21</b>
Represented by:		
Unity Trust Account T1 at 31.10.22	£	1,261.42
Unity Trust Account T2 at 31.10.22	£	88,170.79
	<b>TOTAL £</b>	<b>89,432.21</b>
Plus receipts not banked		
Less payments made		
<b>Closing balance at 31st October 2022</b>	<b>TOTAL £</b>	<b>89,432.21</b>

**FRANK WICKHAM HALL ACCOUNTS****Bank Reconciliation**

<b><u>Opening Balance 30th September 2022</u></b>	<b>£ 47,664.18</b>
Add Total Receipts	£ 1,749.75
Less Total Payments	£ 1,683.86
	<b>TOTAL £ 47,730.07</b>
Represented by:	
CAF Bank at 31.10.22	£ 37,589.66
Virgin Account at 31.10.22	£ 10,140.41
	<b>TOTAL £ 47,730.07</b>
Plus receipts not banked	
Less payments made	
<b>Closing balance at 31st October 2022</b>	<b>TOTAL £ 47,730.07</b>