

ETWALL PARISH COUNCIL

**Minutes of the Etwall Parish Annual Council Meeting
Held on Monday 6th June 2022 at 7.30pm**

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

In attendance: Clerk, Rachel Male, District Councillor David Muller and County Councillor Martyn Ford.

22/06/4915 **Apologies for Absence**
Apologies were received from Cllr J. McCallum and District Councillor Lisa Brown.

22/06/4916 **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 Payton and Ireland declared an interest in agenda item 13. Planning Applications (DMPA/2022/0313 – b) Extension of existing drive & creation of 5 parking spaces with new brick wall, lights and car charging point at Alms Houses, Church Hill. Etwall, Derby DE65 6LW) as they are trustees to the Alms Houses.
Cllr R Fearn declared a personal interest in agenda item 16. Severn Trent Noise Survey on fields off Jacksons Lane as she is a resident.

22/06/4917 **Public Speaking –**
(a) Members of the Public:
No members of the public were present.

(b) County and District Councillors:
District Councillor Muller reported that flooding issues along Springfield Road are being looked into.
He is aware of the parking situation on the site of the Jacksons Lane development and will keep on at the developers.
County Cllr Ford reported on the following issues:
Chestnut Grove – he is aware of the residents’ concerns. This was investigated a number of years ago, however the village population has grown since then. He will ask Highways to re-visit the area.
Egginton Road/Carriers Road junction – the junction has been re-painted, and the issue has been raised with our local cabinet member on next steps.

22/06/4918 **To confirm and agree as a true record the non-confidential Minutes of the Etwall Annual Parish Council meeting held on 9th May 2022**
RESOLVED that these minutes were an accurate recording of the above meeting.

22/06/4819 **To note and agree the recommendations within the non-confidential Minutes of the Finance Committee Meeting held on 9th May 2022**
RESOLVED to receive and agree the recommendations within the non-confidential Minutes of the Finance Committee Meeting held on 9th May 2022.

- 22/06/4820 **To note and agree the recommendations within the non-confidential Minutes of the Staffing Committee Meeting held on 30th May 2022**
RESOLVED to receive and agree the recommendations within the non-confidential Minutes of the Staffing Committee Meeting held on 30th May 2022.
- 22/06/4821 **To note the non-confidential Minutes of the Youth, Recreation and Allotments Committee Meeting held on 30th May 2022 (recommendations to be discussed at agenda item 21.)**
RESOLVED to receive the non-confidential Minutes of the YRA Committee Meeting held on 30th May 2022.
- 22/06/4822 **To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**
Not required.
- 22/06/4823 **Chairman’s announcements**
The Chair attended the Baby Group fun day which appeared to go well. He also noted that the Alms Houses had open day to reveal the new sun dials.
- 22/06/4824 **Clerk’s Report on outstanding matters and matters of information**
Attached.
- 22/06/4825 **Carriers Road / Egginton Road Junction**
RESOLVED to share the petition (the village would like to see long term solutions for safe traffic management at this junction) on Facebook and add to the next article of the Etwall Express encouraging people to sign. Clerk will continue to ensure we are kept up to date with any actions from DCC.
- 22/06/4826 **Planning Applications**
- a) DMPA/2022/0054 - Retention of 2 stable blocks and 6 floodlights Barleyfields Equestrian Centre, Ash Lane, Etwall, Derby, DE65 6HT – **Noted.**
 - b) DMPA/2022/0313 - Extension of existing drive & creation of 5 parking spaces with new brick wall, lights and car charging point at Alms Houses, Church Hill. Etwall, Derby DE65 6LW – **Noted.**
 - c) DMPA/2022/0460 - The raising of roof and loft conversion with rear dormer at 35 Old Station Close, Etwall, Derby, DE65 6PQ – **Noted.**
 - d) DMPA/2022/0495 - The erection of a single storey rear extension at 3 Springfield Road, Etwall, Derby, DE65 6JZ – **Noted.**
 - e) Update on Bowling Green, flood lights application
SDDC, Steffan Saunders, Head of Planning has visited the site and listened to the concerns of the resident. We now await a decision.
- 22/06/4827 **Planning Obligations Supplementary Development Plan Document Consultation**
RESOLVED to send in our concerns around built facilities, the Local Plan, education, healthcare and transport.
- 22/06/4828 **Neighbourhood Plan Update**
To consider and agree the following:
- a) Update on number of responses to the survey
66 responses have been received, we will look to close the survey shortly and respond to residents acknowledging their response.

- b) Next steps
Working group to get together and look to arrange a meeting with the community in the future to move forward.
- c) Application for a grant
Working Group to discuss and update the Council at the next meeting.

22/06/4829 **Severn Trent Noise Survey on fields off Jacksons Lane**

Awaiting a quote.
District Cllr. Lisa Brown has been asked to find out what consideration would be given to a survey if we were to go ahead. She has come back saying she has discussed with the Head of Planning Steffan Saunders and asked him to either attend the next area forum (7th July) or attend the next Council meeting.

22/06/4830 **Trial of Speed Indicator Devices**

RESOLVED to the suggest Sutton Hill area as a location for a device should we get the grant.

22/06/4831 **East Midlands Freeport Update**

a) Planning Consultant funding.

Quote has been received for 8 days of work at £550 per day + expenses.
It was **RESOLVED** to accept this (£4427 over the next two financial years) to employ a consultant. Suggesting a split with Egginton Parish Council (80% Etwall and 20% Egginton).

b) Communications to the Village.

RESOLVED to carry out a leaflet drop around the village, informing as many people what is happening with Freeport in conjunction with information about the Neighbourhood Plan.
This would be added as an article in the Etwall Express/social media/notice board and the website.

22/06/4832 **Correspondence for discussion**

a) Email from resident – ivy on fence by Bowls Club.

RESOLVED to obtain quotes for the removal of all the ivy overgrowth.

b) Email from Etwall PTA – KGV field use for an event in May 2023.

RESOLVED to allow the use of the field.

22/06/4833 **Frank Wickham Hall – verbal update**

Cllr. Neal gave an update on issues with the hall including the new PA system and the possible purchase of some new tables.

22/06/4834 **YRA Meeting 30.05.2022**

RESOLVED to purchase the benches and picnic tables as per the YRA minutes.

RESOLVED to purchase gym equipment assuming we are successful in the below grant once 3 quotes obtained.

RESOLVED to apply for an Awards for All £10,000 grant to fund the purchase of the gym equipment.

RESOLVED to request permission for the installation of the gym equipment from the King George V Trust.

RESOLVED to give delegated powers to the Clerk to accept the best quote for some concrete hard standing under the youth shelter up to £1,000.

Playground fence painting – Clerk to obtain quotes (separate prices for the fence, equipment and youth shelter).

Tree Planting Project Update - Treescapes grant application is going to be submitted 06.06.22.

- 22/06/4835 **Parish Council Vacancies**
a) *To note the resignation of Andrew Whitehouse.*
RESOLVED to accept his resignation and advertise a casual vacancy.
b) *Advertising of 1 vacancy*
RESOLVED to re-advertise when we have permission from SDDC for the above vacancy.
- 22/06/4836 **Councillor training**
RESOLVED to give retrospective approval for 1 Councillor attending climate Change Webinar (25th May 2022) and **RESOLVED** to approve ongoing training at short notice so long as the Council remains in budget for this cost heading.
- 22/06/4837 **Payroll Services**
RESOLVED to outsource our payroll to South Derbyshire CVS.
- 22/06/4838 **CCTV Signage**
RESOLVED to replace currently signs on the Hall and play area signs at an approx. cost of £80 plus VAT. Clerk to speak with SDDC re the play area signage.
- 22/06/4839 **Finance – Income and payments to 6th June 2022**
To approve the income and payments to 6th June 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.
- 22/06/4840 **To confirm and agree the accounts to 31st May 2022**
RESOLVED that the accounts and bank reconciliation for Etwall Parish Council and Frank Wickham Hall to 31st May as submitted, be agreed (attached).
- 22/06/4841 **To approve and note the Internal Audit Report for 2021/2022**
RESOLVED to note the Internal Audit Report.
- 22/06/4842 **Annual Governance Statement 2021/2022**
RESOLVED that the Annual Governance Statement 2021/22 be approved.
- 22/06/4843 **Accounting Statement 2021/2022**
RESOLVED that the Accounting Statement 2021/22 be approved.
- 22/06/4844 **Approval of the 2021/2022 Frank Wickham Hall Charity Accounts**
RESOLVED that the Frank Wickham Hall Charity Accounts 2021/22 be approved.
- 22/06/4845 **Approval of the 2021/2022 King George V Charity Accounts**
RESOLVED that the King George V Charity Accounts 2021/22 be approved.
- 22/06/4846 **Public Rights of Way Maintenance Agreement 2022/2023**
RESOLVED the Council would take part in this scheme, Clerk to complete the necessary paperwork.
- 22/06/4847 **Equality and Diversity Policy**
RESOLVED to adopt this policy.

- 22/06/4848 **Dates of Committee Meetings**
Youth, Recreation and Allotments – date to be confirmed.
Finance – date to be confirmed.
- 22/06/4849 **Date of Next Meeting**
It was **RESOLVED** that our next meeting would be Monday 4th July 2022 at 7.30pm
in the Frank Wickham Hall.
- 22/06/4850 **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.**
- 22/06/4851 **Parish Council Employees (exempt as this is a personnel matter)**
Clerk to discuss with the part-time Groundsman as agreed and report back to
Council next month.
- 22/06/4852 **Recruitment of a Parish Clerk (exempt as this is a personnel matter)**
Role to be advertised as agreed.
- 22/06/4853 **Meeting close – 9:41pm**

Signed

Date

Etwall Parish Council – Clerk's Report

6th June 2022

Lamppost flowers

Date confirmed as 14th June to be erected.

Carriers Road/Etwall Road Junction

Agenda item.

Church Hill green space – 2 posts need replacing

Contractor is having difficulty with suppliers, he will replace as soon as possible.

Neighbourhood Development Plan

Agenda item.

Sheep worrying/dogs on leads

Awaiting signage from SDDC. Clerk has chased Environmental Services.

Etwall Speedwatch – equipment purchase

Waiting for hi-vis jackets.

Chestnut Grove – abandoned Royal Mailbox

Clerk continues to request for its removal.

Playarea surface

A report was received that one of the railings was loose, this has been investigated by the contractor and fixed. Whilst this was being repaired it was noted that another bolt has rusted and broken away. Awaiting a site visit and quote for the replacement.

A50 footbridge

Clerk has written to Tynfield Court Care Home regarding the lighting over the A50 footbridge to ask if they plan to repair/replace.

Reply received May 2022 –

This is in hand to be done June/July as they have to do the work in line with the shutdown of the A50 for safety of the electricians

Bin replacements (KGV field)

2 replacement bin covers – to be delivered IN NEXT 5 DAYS.

20's Plenty Campaign

No update.

Public toilet lighting

No update from SDDC on our request for potential outside lighting. Clerk will continue to chase.

Etwall Scouts Group

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

Abandoned car on Boundary Road

All debris removed.

Notice boards

The Clerk has been contacted by several residents saying notices are being removed from notice boards for no apparent reason. The Clerk will remind residents that the notice boards are for the use of the community and villages events.

Sandypits Car Park

Contractor has been instructed to fill the pot-holes.

Allotment tree

Contractor has been instructed to remove the low hanging branch.

Etwall Parish Council

Meeting - 6th June 2022

MINUTE NUMBER ONCE APPROVED:

22/06/4839

Expenditure**Payments to be authorised**

Date	Payee	Description	VAT	Amount (inc VAT)
17.05.22	HMRC	Tax + NI		£ 1,185.71
17.05.22	Staff	Salaries		£ 3,546.47
23.05.22	Tesco Mobile	Mobile		£ 12.99
23.05.22	Groundsman	Fuel reimbursement	TBC	£ 43.94

Invoices to be authorised for payment:

	Glasdon	Replacement litter bin hoods for KGV	£ 53.88	£ 323.26
	Groundsman	Fuel reimbursement	TBC	£ 39.00
	Clerk	Mileage and expenses		£ 54.95
	V.Hobson	Reimburse for FWH triangle planting		£ 186.32
	Brian Wood	Audit of Accounts		£ 162.75
09.06.22	Lloyds Credit Card	Mthly fee, Climate webinar, weedkiller, lopper	£ 36.67	£ 225.99
	Total		£ 90.55	£ 5,781.38

Updated from £189.32 |

Income since last meeting

	Total			£ -

FRANK WICKHAM HALL ACCOUNTS**Bank Reconciliation**

<u>Opening Balance 30th April 2022</u>	£ 41,744.05
Add Total Receipts	£ 3,956.00
Less Total Payments	£ 1,597.63
	TOTAL £ 44,102.42
Represented by:	
CAF Bank at 31.05.22	£ 33,962.01
Virgin Account at 31.05.22	£ 10,140.41
	TOTAL £ 44,102.42
Plus receipts not banked	
Less payments made	
Closing balance at 31st May 2022	TOTAL £ 44,102.42

£ -

ETWALL PARISH COUNCIL - Bank Reconciliation
Meeting 6th June 2022

<u>Opening Balance 1st May 2022</u>	£ 73,903.50
Add Total Receipts	£ -
Less Total Payments	£ 6,760.99
	TOTAL £ 67,142.51
Represented by:	
Unity Trust Account T1 at 31.05.22	£ 1,297.42
Unity Trust Account T2 at 31.05.22	£ 65,845.09
	TOTAL £ 67,142.51
Plus receipts not banked	
Less payments made	
Closing balance at 31st May 2022	TOTAL £ 67,142.51

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

Date	Ledger No.	Payee	Description	Amount
16/05/2022	12	Monthly Account Fee		£ 8.00
16/05/2022	13	DD PENNON WATER SRVCS 3461715001		£ 85.50
16/05/2022	14	DD EDF ENERGY 671102995321		£ 9.00
16/05/2022	15	DD EDF ENERGY 671128378553		£ 335.00
25/05/2022	16	Hirer Deposit Refund		£ 100.00
25/05/2022	17	Hirer Deposit Refund		£ 166.00
31/05/2022	18	DD BT GROUP PLC GP00902011-000009		£ 32.34

Invoices to be authorised for payment:

		Atlas	Cleaning materials (Invoices 85024 + 87212)	£ 277.79
		Etta	Service and gas safety inspection	£ 234.00
Total				£ 1,247.63

Income 01.05.22-31.05.22

	10-18	Various hirers	Hall hire	£ 3,956.00
Total				£ 3,956.00