

# ETWALL PARISH COUNCIL

## Minutes of the Etwall Parish Council Meeting Held on Monday 3rd April 2023 at 7.30pm at Frank Wickham Hall

**Present:** Cllr. A. Kirke (Chair), Cllr. N. Ireland, Cllr. A. Muller, Cllr. U. Towne, Cllr. R. Fearn, Cllr. B. Payton, Cllr. V. Hobson, and Cllr J. McCallum

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

### **23/04/5171 To receive apologies for absence.**

Apologies Cllr. D. Neal. Cllr. C. Rowley, and Parish Clerk Rachel Male

### **23/04/5172 Variation of Order of Business (if required)**

None

### **23/04/5173 Declaration of members 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.

Cllr R Fearn and Cllr A Kirke declared a personal interest in agenda item 18 – flooding at Jacksons Lane as they are residents of Jacksons Lane.

### **23/04/5174 Public speaking**

#### a) Members of the Public

- A resident asked that the Parish Council reject any moves to further develop land at Main Street/Burnaston Lane (SHELAA 121) to protect the conservation area.
- A resident asked that the Parish Council keep abreast of the Freeport Development and any potential future impact for the Etwall.

#### b) County Councillor M. Ford

- Cllr. Ford advised on the update on potholes which had circulated to the Parish Council and stated there were no further updates from DCC on the Freeport at present.
- Cllr. R. Fearn thanked Cllr. Ford for the donation for the Etwall Coronation Celebration.

#### c) District Councillor L Brown

- Local Plan responses were reviewed at panel meeting, responses will be forwarded to Parish Council, it is anticipated that the plans will be delivered by end of 2024.
- Cllr Brown advised that this would be her final meeting at Etwall Parish Council as she would not be standing for re-election and thanked the Parish Council for their support over the last 16 years.

#### d) District Councillor D Muller

- Thanked Lisa for her support to him over the term of office on behalf of the District Council, and also expressed thanks to Cllr. B. Payne for his support as a Parish Councillor for Etwall.

### **23/04/5175 To confirm and agree as a true record the non-confidential Minutes of the Etwall Parish Council meeting held on Monday 6th March 2023**

It was **RESOLVED** that the minutes were a true and accurate record of the meeting held on 6th March 2023.

### **23/04/5176 To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**

None

### **23/04/5177 Chairman's announcements**

Cllr A Kirke expressed his thanks to Cllr. B. Payne for his years of dedicated service to the Parish Council and to Cllr. L. Brown for her work as a district Councillor and wished both councillors all the best for the future.

### **23/04/5178 Clerk's Report on outstanding matters and matters for information.**

Attached.

### **23/04/5179 Planning Applications**

a) DMPA/2022/1552 - Retrospective application for change of use to first floor flat (C3) to Dental Practice use (E(e)) and change of windows to front elevation at 44 Main Street, Etwall, Derby, DE65 6LP. **Noted**

b) DMPA/2023/0362 - Advertisement consent for 2no. welcome totems, 1no. timber leg totem, 1no. digital totem, 4no. flag poles, 1no. parking sign, 1no. mini timber leg totem and 1no. letter signage at Land off Egginton Road, Etwall. This is a retrospective application. **Noted**

### **23/04/5180 Derbyshire and Derby Minerals Local Plan**

Noted.

### **23/04/5181 Local Plan**

No action/update at present.

### **23/04/5182 Neighbourhood Plan**

Next meeting 12th April with Ian Hay (South Derbyshire District Council, S106 Officer) to discuss allocation of Section 106 monies.

It was **RESOLVED** to approve a page on the Etwall Parish Council Website specifically for updates on the Neighbourhood Plan, costing £275. The working group will be at both the Coronation and Well Dressing events to publicise the work on the plan.

### **23/04/5183 KGV and Play area update.**

FWH footpath – no update on quotes.

Gym equipment –Public consultation ends April 30th – after which funding application will be re-submitted.

Awaiting update from Etwall Community Project Group. Issue with plaque tarnishing will be followed up.

### **23/04/5184 KGV Playground Maintenance Agreement**

It was **RESOLVED** to accept quote for £17 per month to undertake basic monthly maintenance during monthly inspections and sign the agreement as previously agreed.

### **23/04/5185 KGV Playground equipment insurance.**

It was **RESOLVED** to add the playground to the existing public liability insurance. Reserve Funds could be started for future replacement of equipment.

### **23/04/5186 – BT Fence repair**

Contact to be made with BT.

### **23/04/5187 Flood issues Jacksons Lane**

The Parish Council continue to liaise with the flood authority and SDDC and await a site visit.

**23/04/5188 Kings Coronation**

The project group provided a verbal update; plans are well underway for an affordable and accessible event for all residents to enjoy. Thanks are given to East Midlands Airport Community Fund, Toyota and Derbyshire County Council for donations towards the event.

**23/04/5189 – St Helens Christmas Tree Festival**

It was **RESOLVED** that the Parish Council will take part in the event.

**23/04/5190 – Request for donation to Etwall Scouts Group**

It was **RESOLVED** that a £300 donation will be made to Etwall Scouts Group

**23/04/5191 – Request for memorial bench**

It was **RESOLVED** to give permission for placement of a memorial bench near the library.

**23/04/5192 - Frank Wickham Hall verbal update.**

Deferred to next meeting.

**23/03/5193 – Correspondence**

- a) **Letter from resident requesting Tree Preservation Order on trees in Sutton Lane**

More information is required, this will be investigated by the Parish Council.

**23/04/5194 – DALC Membership 2023/24**

It was **RESOLVED** to pay the enhanced membership for 2023/24

**23/04/5195 Finance – Income and payments to 3rd April 2023 (EPC and FWH)**

To approve the income and payments to 3rd April 2023 (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.

**23/04/5196 To confirm and agree the accounts to 31 March 2023 (for both EPC and FWH)**

**RESOLVED** that the accounts and bank reconciliation for Etwall Parish Council and Frank Wickham Hall to 31st March 2023 as submitted, be agreed (attached).

**23/04/5197 Date of next meeting and committee meetings**

Date of Next Meeting Monday 15th May.

No committee meetings planned.

**23/04/5198 Meeting close – 21.06**

Signed:.....

Date:.....

## **Etwall Parish Council – Clerk’s Report April 2023**

### Bollards on Church Hill

3 Bollards have been knocked down/damaged – Clerk will contact contractor to arrange repairs/replacement (approx. £200)

### Playground drainage

Drains filling up, been reported by a member of the public. Groundsman will keep an on them to keep clear.

### Public toilets outside lighting

Update: SDDC have repaired and is now working- to be reviewed in Autumn to ensure lights are on in dark evenings.

### **23/03/5134 Village flower displays**

Ordered.

### **23/01/5107 Village Signs and Highways Audit**

Councillors to split village and report findings to the Clerk for action by appropriate landowner/local authority by the April meeting.

### 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). 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.

### 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.

UPDATE: Agenda item at Full Council 06.03.23

### KGV/Bowls Club Hedge

Update: Concrete posts have been reduced in height. The Groundsman will now cut the hedge. May need to replace extending hedge cutter at a cost of approx. £100.

### 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. **Following Site meeting, Clerk will contact South Staffs Water to ascertain if there is still a leak.**

#### Allotments Lease

Clerk is continuing to chase our updated lease.

#### Litter bins

Litter bin (opposite leisure centre, Hilton Road by the traffic light crossing)

**Update: replacement now fitted.**

#### Severn Trent noise Survey

Clerk is continuing to chase SDDC Planning

#### Bus Stop (outside leisure centre)

Damage reported to SDDC as the asset owner.

Update: broken panel has been removed. Awaiting a new one to be fitted. Looks like all the glass is all over the floor... Earl has now removed Glass.

## **DCC Highways issues reported:**

#### Egginton Road (junction by KGV/public toilets)

**One of the no-entry signs is faded. This has been reported. 21.12.22**

#### Egginton Road (opposite vets)

**Leaning tree over hanging footpath. Reported 29.12.22**

#### **22/12/5082 Correspondence for discussion or determination (b)**

Email from resident – regarding condition of verges following works on The Bancroft

Clerk has emailed Highways and Open Reach. December 2022.

**Update: Forwarded to both DCC and SDDC. No reply from Open Reach.**

#### 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.

#### Cheshunt Grove – shop parking

Awaiting a site visit from Highways (DCC)

#### Overhanging Hedge Main St near Burnaston Lane

Reported to DCC FS-Case-510123008

**Etwall Parish Council**

Meeting - 3rd April 2023

MINUTE NUMBER ONCE APPROVED:

**Expenditure****Payments to be authorised**

Date	Payee	Description	VAT	Amount (inc VAT)
21.03.23	Staff + HMRC	Salaries and NI/Tax		£ 4,587.59
22.03.23	Tesco	Mobile		£ 12.99
23.03.23	Nest	Pension		£ 178.76
30.03.23	R. Fearn	Coronation Expenses	£ 6.00	£ 44.00
30.03.23	FWH	S133 Grant 2022/2023		£ 270.00
30.03.23	V. Hobson	Coronation Expenses	TBC	£ 44.94
30.03.23	R. Fearn	Coronation Expenses	£ 26.05	£ 156.36
31.03.23	Unity Bank	Bank charges - T1 account		£ 18.00
31.03.23	Unity Bank	Bank charges T2 account		£ 27.75

**Invoices to be authorised for payment:**

	Contractor	Updated Pride of Etwall Board		£ 50.00
	SDDC	Litter bin emptying	£ 288.69	£ 1,732.12
	Contractor	Floodlights installation (final invoice)	£ 2,134.16	£ 12,804.99
	DALC	Annual Subscription		£ 990.88
	Coronation booking	deposit		£ 80.00
	Lloyds credit card	Monthly Fee and groundsman equipment		£ 60.38
		<b>Total</b>	<b>£ 2,422.85</b>	<b>£ 21,058.76</b>

**Income since last meeting**

14.03.23	East Midlands Army Cadets	Rent x 2 years	£ 1,920.00
Various	Allotment rent/bonds	Allotment rent	£ 174.00
27.03.23	DCC	Rights of Way Maintenance 22 23	£ 385.00
29.03.23	FWH	Reimbursement for Booking Clerks salary	£ 9,912.10
		<b>Total</b>	<b>£ 12,391.10</b>

**Frank Wickham Hall**

**Payments made since last meeting (including those authorised at the last meeting and direct debits)**

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
03/03/2023	BT	Wifi	£ 32.34
15/03/2023	CAF Bank	Bank Charges	£ 5.00
15/03/2023	South Staffordshire Water	Water rates	£ 85.50
15/03/2023	EDF	Electric	£ 214.00
15/03/2023	EDF	Gas	£ 1,177.00
29/03/2023	Contractor	Building maintenance	£ 44.00
29/03/2023	O Heap & Son	Fire alarm service	£ 338.70
29/03.2023	EPC	Booking Clerk's salary 2022/2023	£ 9,912.10
31/03/2023	BT	Wifi	£ 32.34

**Invoices to be authorised for payment:**

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
	Atlas	Cleaning materials	£ 189.78
<b>Total</b>			<b>£ 12,030.76</b>

**Income 01.03.23 - 31.03.23**

Various	Hall hirers	Hall hire	£ 274.00
01/03/2023	EDF Energy	Gas refund	£ 1,650.28
13/03/2023	DCC	Library Rent	£ 125.00
27/03/2023	CAF Bank	Interest	£ 19.51
30/03/2023	EPC	S133 Grant 2022/2023	£ 270.00
<b>Total</b>			<b>£ 2,338.79</b>

**ETWALL PARISH COUNCIL - Bank Reconciliation**  
**Meeting 3rd April 2023**

<b>Opening Balance 28th February 2023</b>	£	<b>65,150.40</b>
Add Total Receipts		£12,391
Less Total Payments	£	10,023.76
	<b>TOTAL</b>	<b>£ 67,517.74</b>
Represented by:		
Unity Trust Account T1 at 31.03.23	£	1,225.42
Unity Trust Account T2 at 31.03.23	£	66,292.32
	<b>TOTAL</b>	<b>£ 67,517.74</b>
Plus receipts not banked		
Less payments made		
<b>Closing balance at 31st March 2023</b>	<b>TOTAL</b>	<b>£ 67,517.74</b>



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

<b>Opening Balance 28th February 2023</b>	<b>£ 49,453.85</b>
Add Total Receipts	£ 2,365.45
Less Total Payments	£ 11,917.98
	<b>TOTAL £ 39,901.32</b>
Represented by:	
CAF Bank at 31.03.23	£ 29,734.25
Virgin Account at 31.03.23	£ 10,167.07
	<b>TOTAL £ 39,901.32</b>
Plus receipts not banked	
Less payments made	
<b>Closing balance at 31st March 2023</b>	<b>TOTAL £ 39,901.32</b>