

**SHIPLEY PARISH COUNCIL**  
**Parish Council Meeting**  
**MINUTES OF PARISH COUNCIL MEETING**  
**TUESDAY 24<sup>th</sup> JANUARY 2023**  
**COMMENCING AT 7.00 P.M.**

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**In Attendance: -**

Councillor Mrs. T. Skelton (Chairman)

Councillors Mrs. L. Allcock, Mrs. S. Bamford, R. Garland, Dr. C. Perko & D. Watson.  
Also present 11 members of the public, representative from Weleda, Clerk S. Trower.

**73/2023 APOLOGIES FOR ABSENCE**

Apologies received from Cllr G. Kearton; Amber Valley Borough Council representative Cllr R. Iliffe.

**74/2023 DECLARATIONS OF INTEREST**

- a) **SPRT** Cllrs Mrs. S. Bamford & Mrs. T. Skelton declared a personal interest in agenda item 9 (b) Shipley Parish Rooms Trust. The Members discussed updates at the Parish Rooms but did not participate in discussion or voting regarding financial matters relating to the declared interest.
- b) **Shipley Environmental Action Group** none.
- c) **Shipley Allotments Association & Planning application Waystone Development** Cllr D. Watson declared a non-pecuniary interest in the matters. The Member discussed an update on the allotment site.

**75/2023 MINUTES**

**RESOLVED: -**

Minutes of the Shipley Parish Council meeting held Tuesday 22<sup>nd</sup> November 2022 approved as a correct record and signed by the Chairman.

**76/2023 SUSPENSION OF STANDING ORDERS**

**Resolved approved.**

**77/2023 PUBLIC PARTICIPATION**

- a) Representative from Weleda addressed the meeting with an update about potential development of the company facilities within the parish to create better links with the local community. Alternative access to the community gardens from Pit Lane proposed. Further details to be provided at a future meeting.
- b) Members of the public addressed the Council regarding planning application submitted by Waystone for diversion of the Nutbrook Trail (AVA/2022/1007). Residents expressed concern with regard to protection of the existing greenbelt and remainder of the park areas. The Chairman reported the Parish Council had considered the application at its September 2022 meeting with no comments raised. Noted local opposition to the application had been submitted to the Planning Authority.
- c) Anti-social activities within the parish noted including incidents of fly tipping. The Chairman confirmed the Parish Council did not hold responsibility for dealing with such matters, which were in hand by the Borough & County Council.
- d) A request for a gating of The Field. The Chairman reported the lane was the responsibility of Derbyshire County Council, along with street lighting. Referral to the Powers and Duties of Parish Councils within website.
- e) Powers and duties of Town & Parish Councils would be installed on the website.
- f) Correspondence received from members of the public noted.

**78/2023 DERBYSHIRE COUNTY COUNCIL MATTERS – Cllr A. Stevenson** No report.

The Clerk reported Derbyshire County Council had agreed to install bollards on the Nutbrook trail section between The Field and Marlpool to further reduce access for anti-social activities including fly tipping.

Matters regarding the status of The Field, Shipley, street lighting and requests for gating and maintenance were the responsibility of the County Council; a request would be forwarded to the County Council representative.

Bridge giving access into The Field noted for condition. It was reported the condition of the bridge had previously been reported to the authorities.

Public footpath adjacent to the allotment site and residential properties ownership queried, which would require the County Council to confirm status and ownership.

It was reported Derbyshire County Council had confirmed fly tipping on the Nutbrook Trail would be removed by the authority 26<sup>th</sup> January 2023.

**79/2023 AMBER VALLEY BOROUGH COUNCIL MATTERS – Cllr R. Iliffe** No report.

**80/2023 POLICE MATTERS** No report.

Cllr Watson reported on moto-cross motorbikes travelling through the park and village.

It was reported a revolver had been found in Shipley Park; the matter had been reported to Police.

Request for Officer to attend the next meeting; request to Police Inspector with reference to non-attendance of Police Officers.

Public to be advised when Police to attend meeting.

**81/2023 REPORT OF THE CHAIRMAN**

**Report of the Chairman Cllr Mrs. T. Skelton:-**

- a) Good feedback on the festive lights in the parish over Christmas 2022.
- b) Several incidents of fly tipping in the parish over the December and January 2023 period.
- c) Information for circulation to new residents on the Lakeside Development.
- d) Reference to forthcoming elections for May 2023.

**82/2023 TO RECEIVE REPORTS**

- a) **Allotments** Cllr Watson reported documents had been forwarded to the Parish Council with reference to the proposed improvement to fencing to the allotment site, to include piping for forthcoming water installation.
- b) **Shipley Parish Rooms Trust** No report apologies for attendance to Trust meeting had been submitted. Reference to online banking and booking system under consideration, quotations to be sought for improvements to room and front porch. Good bookings for rooms noted.
- c) **SEAG** No report.
- d) **Pit Lane Recreation Ground** Warden continued to carry out regular checks on the recreation ground play equipment; repairs carried out to gate area. Cllr Adcock requested consideration be given to installation of additional defibrillator at Pit Lane area.
- e) **Resolved:** Clerk to source information regarding installation of additional defibrillator and enquire for support from developers.
- f) **Parish Warden Report** updates submitted; defibrillator checks completed; Pit Lane playground checks completed.

**83/2020 CLERK REPORT**

- a) To consider adoption of updated Code of Conduct
- b) To consider note of Powers and Duties of Parish Councils for website.

**Resolved: -**

- i. That the updated National Association of Local Councils Code of Conduct adopted.
- ii. That information reference the Powers and Duties of Town & Parish Councils publicised on the Parish Council website.

**84/2023 PLANNING MATTERS**

AVA/2022/1047 Derby Lodge Café, The Field, Shipley DE75 7JJ. Listed building consent for full rewire, existing lighting to be upgraded internally and externally. **Resolved:** - No comments.

## 85/2023 BUDGET AND PRECEPT 2023 – 2024

**Resolved:-** that no increase in the Council Tax for the period 2023 – 2024 with a precept requirement of £17,182.00 approved.

## 86/2023 FINANCIAL REPORT JANUARY 2023

**Resolved: -**

Payments 1<sup>st</sup> April to 31<sup>st</sup> December 2022 with reconciliation approved 24<sup>th</sup> January 2023.

### **Shipley Parish Council payments 1st April 2022 to 31st December 2022**

#### **Voucher**

<b>No</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>	<b>Description</b>	<b>Supplier</b>
89	21.00	0.00	21.00	Bank charges	HSBC
88	38.99	0.00	38.99	Printer and cartridges	Amazon
87	201.64	0.00	201.64	Salary	Staff
86	208.00	0.00	208.00	Salary	Staff
85	150.00	30.00	180.00	Fencing Pit Lane	Ilkeston Joinery
84	4000.00	0.00	4000.00	Bank transfer	HSBC
83	2623.00	524.60	3147.60	Christmas decorations	Plantscape
82	1533.33	306.67	1840.00	Environmental matters	Andrew Steeples Farmer
81	10.00	0.00	10.00	Parish Rooms Rental	Derbyshire County Council
80	400.00	0.00	400.00	Allotment hedge maintenance	Chris Dean
79	126.00	25.20	151.20	Defibrillator	Community Heartbeat
78	639.00	127.80	766.80	Litter picking	Broxap (Broxap 75)
77	540.00	0.00	540.00	Office expenses	Staff
76	135.00	0.00	135.00	Office expenses	Staff
75	194.54	0.00	194.54	Salary	Staff
74	15.46	0.00	15.46	Bank charges	HSBC
73	173.27	0.00	173.27	Salary	Staff
72	120.00	0.00	120.00	Delivery of leaflets	Staff
71	0.25	0.00	0.25	Bank charges	HSBC
70	2.50	0.00	2.50	Bank charges	HSBC
69	173.27	0.00	173.27	Salary	Staff
68	50.00	0.00	50.00	Annual insurance premium	Gallagher
67	961.18	115.34	1076.52	Annual insurance premium	Gallagher
66	485.00	97.00	582.00	Accounting system	Starboard Systems Limited
65	60.00	12.00	72.00	Defibrillator	Community Heartbeat Shipley Allotments Association
64	1500.00	0.00	1500.00	Section 137 Grant	Association
63	135.00	0.00	135.00	Office expenses	Staff
62	194.54	0.00	194.54	Salary	Staff
61	91.74	0.00	91.74	Tax & NI	HMRC
60	5000.00	0.00	5000.00	Bank transfer	HSBC
59	194.54	0.00	194.54	Salary	Staff
58	135.00	0.00	135.00	Salary	Staff
57	1135.00	227.00	1362.00	Noticeboard	Ilkeston Joinery
56	135.00	0.00	135.00	Office expenses	Staff
55	194.54	0.00	194.54	Salary	Staff
54	173.27	0.00	173.27	Salary	Staff
53	50.00	0.00	50.00	Civic Gift	Staff

52	15.20	3.04	18.24	Administration	Bailey Brook House
51	275.82	0.00	275.82	Salary	HMRC
50	2.50	0.00	2.50	Bank charges	HSBC
49	15.00	0.00	15.00	Bank charges	HSBC
48	15.00	0.00	15.00	Bank charges	HSBC
47	16.00	0.00	16.00	Bank charges	HSBC
46	173.27	0.00	173.27	Salary	Staff
45	135.00	0.00	135.00	Office expenses	Staff
44	194.54	0.00	194.54	Salary	Staff
43	16.00	0.00	16.00	Compost for Pit Lane tree planting	G. Kearton
42	12.00	0.00	12.00	Bank charges	HSBC
41	92.00	0.00	92.00	Salary	HMRC
40	367.00	0.00	367.00	Architects fee for Pit Lane	SEB Design
39	1758.00	351.60	2109.60	Floral baskets	Plantscape
38	60.00	12.00	72.00	Administration	CirComm
37	628.00	0.00	628.00	Parish Rooms Rental	Shipley Parish Rooms Trust
36	135.00	0.00	135.00	Office expenses	Staff
35	194.54	0.00	194.54	Salary	Staff
34	173.27	0.00	173.27	Salary	Staff
33	92.00	0.00	92.00	Tax & NI	HMRC
32	60.00	12.00	72.00	Ipad repair	CirComm
31	290.00	0.00	290.00	Website fee	DTX
30	750.00	0.00	750.00	Section 137 Grant	Shipley Hall Cricket Club
29	142.38	28.48	170.86	Severn Trent Water Authority	Severn Trent Water Authority
28	173.27	0.00	173.27	Salary	Staff
27	135.00	0.00	135.00	Office expenses	Staff
26	194.54	0.00	194.54	Salary	Staff
25	24.00	0.00	24.00	Bank charges	HSBC
24	101.66	20.33	121.99	Stamps	Bailey Brook House
23	173.27	0.00	173.27	Salary	Staff
22	112.55	0.00	112.55	Printer and cartridges	Amazon
21	34.05	0.00	34.05	Ink cartridges	Amazon
20	443.27	0.00	443.27	DALC Annual Subscription	DALC
19	100.00	0.00	100.00	Delivery of leaflets	Staff
18	251.96	0.00	251.96	Tax & NI	HMRC
17	329.54	0.00	329.54	Salary	Staff
16	173.27	0.00	173.27	Salary	Staff
15	73.50	0.00	73.50	Audit fee	Brian Wood Amber Valley Borough Council
14	50.00	0.00	50.00	Allotment lease fee	Council
13	185.00	37.00	222.00	Payroll fee	Pells
12	420.00	84.00	504.00	Noticeboard	Ilkeston Joinery
11	45.00	0.00	45.00	Bank charges	HSBC
10	146.60	0.00	146.60	Administration	Amazon
9	988.62	0.00	988.62	Salary	Staff
8	329.54	0.00	329.54	Salary	Staff
7	173.27	0.00	173.27	Salary	Staff
6	173.27	0.00	173.27	Salary	Staff
5	210.00	42.00	252.00	Environmental matters	Amber Electrical Limited

	4	360.00	0.00	360.00	Litter picking	Derbyshire County Council
	3	789.00	157.80	946.80	Environmental matters	Broxap
	2	135.00	0.00	135.00	Office expenses	Staff
	1	194.54	0.00	194.54	Salary	Staff
		33932.30	2213.86	36146.16		
		<b>33932.3</b>	<b>4427.72</b>	<b>36146.16</b>		
less		5000	0	5000	Bank transfer reference line 60	
		<b>28932.3</b>	<b>4427.72</b>	<b>31146.16</b>		

Payments and salaries outstanding from 2021 - 2022 paid within this current financial year due to the bank review freezing HSBC account.

<b>Bank Reconciliation at 31/12/2022</b>			
	Cash in Hand 01/04/2022		13,267.67
	<b>ADD</b> Receipts 01/04/2022 - 31/12/2022		26,458.90
			39,726.57
	<b>SUBTRACT</b> Payments 01/04/2022 - 31/12/2022		36,146.16
<b>A</b>	<b>Cash in Hand 31/12/2022</b> (per Cash Book)		<b>3,580.41</b>
<b>Cash in hand per Bank Statements</b>			
	Petty Cash	31/12/2022	49.18
	NS&I	31/12/2022	362.53
	HSBC	31/12/2022	6,746.94
			<b>7,158.65</b>
	Less unrepresented payments		3,578.24
			3,580.41
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>3,580.41</b>
<b>A = B Checks out OK</b>			

### **87/2023 EXCLUSION OF PUBLIC ORDER**

**Resolved** that agenda item 13 staff matters required the exclusion of public and press in accordance with the Public Bodies (admission to meetings) Act 1960 for matters pertaining to confidential or exempt information.

### **88/2023 STAFF APPRAISALS 2022 – 2023**

**Resolved:-**

Staff appraisals completed 24<sup>th</sup> January 2023 by Council for Parish Clerk and Parish Warden both to a high and acceptable standard.

### **89/2023 DATE OF NEXT MEETING**

The date of the next meeting Tuesday 28<sup>th</sup> March 2023 commencing at 7.00 p.m. at the Shipley Parish Rooms.

The Chairman closed the meeting at 8.50 p.m.