

**Parish Council Meeting**  
**Minutes of Shipley Parish Council Meeting**  
**Tuesday 23<sup>rd</sup> March 2021**  
**By Zoom Remote commencing at 7.00 p.m.**

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**In Attendance: -**

Acting Chairman Cllr Mrs. T. Skelton

Councillors Mrs. S. Bamford, Mrs. S. Iliffe, G. Kearton, G. MacDonald, Dr. C. Perko & D. Watson.

Also present S. Trower Clerk

**87/2021 APOLOGIES FOR ABSENCE**

Apologies received from Amber Valley Borough Councillor Richard Iliffe.

**88/2021 DECLARATIONS OF INTEREST**

Councillors Mrs. S. Bamford & Mrs. T. Skelton declared a non-pecuniary interest reference Shipley Parish Rooms

Councillors Mrs. S. Iliffe & G. Kearton declared a non-pecuniary interest reference SEAG.

The Councillors did not take part in the voting on any of the above matters.

**89/2021 MINUTES**

Minutes of the Council meeting held 26<sup>th</sup> January 2021 received.

**RESOLVED: -**

That the Minutes of the meeting held 26th January 2021 approved and to be signed on resumption of face-to-face meetings.

**90/2021 PUBLIC PARTICIPATION**

No attendance.

**91/2021 BOROUGH COUNCIL REPORT COUNCILLOR R. ILIFFE**

No report.

**92/2021 COUNTY COUNCIL REPORT COUNCILLOR A. STEVENSON**

No report. Confirmation dog waste bins had been installed by Cllr A. Stevenson at Dog Kennel Lane and bridleway to Pit Lane pending authorisation from Derbyshire County Council.

**93/2021 DERBYSHIRE CONSTABULARY** No report. Report of sheds and garages plus intruders visiting properties at The Field allotment site & Hardy Barn; Shipley Wood properties also affected by garage burglary. Police aware.

## **94/2021 FINANCE REPORT**

### **RESOLVED: -**

Receipts and payments for the period January to 23<sup>rd</sup> March 2021 approved as per attached schedule: -

- (a) 1<sup>st</sup> April 2020 – March 23<sup>rd</sup> 2021 - £27,324.15 payments
- (b) Total income 2020 – 2021 at 23<sup>rd</sup> March 2021 £16228.48 plus opening balance 1/4/2020 £21441.68

## **95/2021 TO RECEIVE REPORTS**

- (a) **Report of the Acting Chairman Cllr Mrs. T. Skelton** – no report.
- (b) **Notice of Casual Vacancy** It was reported Amber Valley Borough Council had advised at the closing date of 18<sup>th</sup> February 2021 no call for an election to fill one casual vacancy had been received.  
**RESOLVED** a public notice inviting applications for co-option to be placed on the website and noticeboards with a closing date of 30<sup>th</sup> April 2021.
- (c) **Shipley Allotment Gardens** Cllr Watson updated on the site. Update on applications for vacant plot. Water issues remain at the site due to lack of access to supply. Installation through Severn Trent Water Board estimated at around £3000.00. The former interior tank installed had collapsed. Discussion of standpipe access through STWA. Grant applications discussed. Hedge report received from Amber Valley Borough Council noted. Cllr Watson agreed to seek additional information for next meeting regarding water supply costs.
- (d) **Shipley Parish Rooms Trust** Cllrs Bamford & Skelton addressed the meeting. Update on AGM held March 2021; opening dates not yet confirmed. Working Party to prepare the rooms. Confirmation two trustees would be stepping down from the organisation in due course. Noted the Parish Council would be required to take over the Parish Rooms should the Trust cease.
- (e) **Shipley Environmental Trust** Cllr Kearton updated on the work at the site. The meeting acknowledged the sad loss of group member Carl who had recently passed away. Pond under preparation, shed quarters base down. Covid restrictions remained at the site but it was hoped the Greenfolk Festival due to take place 29<sup>th</sup> May 2021 would be able to go ahead. Hot and cold refreshments planned, demonstrations, Derbyshire Wildlife Trust presence, plant sales, folk music. Police would attend event. To run from 10 a.m. until 4 p.m.
- (f) **Parish Warden Report** The Warden addressed the meeting with details of his involvement in keeping the parish clean and tidy; litter picking, inspection of recreation ground at Pit Lane; some turf had been removed from the pitch; climbing frame loose rope removed. Parking on grass verges around garage premises on Hassock Lane causing damage. **RESOLVED** a letter to be sent to the proprietor of the garage premises requesting attention to the matter.
- (g) **Pit Lane Recreation & Football Site** Report noted in Parish Warden update.

## **96/2021 ANNUAL MAINTENANCE CONTRACT SHIPLEY**

Contract to include: -

- a) Mowing of Pit Lane recreation ground and strimming of play area
- b) Hedges maintenance Pit Lane recreation ground
- c) Hedges maintenance Community Garden Hassock Lane
- d) Hedges maintenance at Shipley Allotment Gardens allotment site subject to request

### **RESOLVED: -**

Steeple to provide environmental contract to Shipley Parish Council for the 2021 – 2022 period.

### **97/2021 FLORAL PLANTERS 2021**

A quotation received from specialist company Plantscape to provide floral displays within the parish as per information distributed: -

Planter (half) £33.50 each

Maintenance quotation to service 9 full planters £646.80

Delivery £25.00

Lamp post testing £15.00 per post

Sites to be identified

#### **RESOLVED: -**

That 14 full baskets for siting within the parish during the growing season 2021 to be provided, installed and maintained with Plantscape to carry out testing of the lamp standards to seek approval for use through Derbyshire County Council.

### **98/2021 FESTIVE DECORATIONS 2021**

A quotation provided by specialist company Plantscape to supply and install solar festive trees at designated locations within the parish circulated to Council.

#### **RESOLVED: -**

That alternative designs sought for further consideration.

### **99/2021 CLERK REPORT**

- a) Shipley Parish Council HSBC Bank Account It was reported the safeguarding information requested by the bank had been submitted. Due to the pandemic, many banks would not consider new accounts until after lockdown restrictions lifted.
- b) Parish Map Cllr Watson updated on the completion of the map for expansion and display in the parish noticeboards. Proposed that local schools invited to produce identification plan for the parish with a further discussion at the next meeting.
- c) Emergency First Aid at Work Course through Safety Maintenance Company at £100.00 per staff member.

#### **RESOLVED: -**

That (a), (b) and (c) above approved.

### **100/2021 PLANNING MATTERS**

The following matters approved by the planning authority Amber Valley Borough Council: -

- a) AVA/2021/0059 55 Hardy Barn Shipley Single storey & side rear extension
- b) AVA/2021/0119 7 Hassock Lane North Shipley single storey rear extension & rear workshop
- c) AVA/2021/0037 64 Hardy Barn Shipley Demolition of existing garage & rebuild 2 storey side extension with part first floor rear extension
- d) AVA/2020/0782 Counter Solutions the Field Shipley Outline application to erect 4 dwellings

### **101/2021 ROAD SAFETY ISSUES**

It was reported Derbyshire County Council required removal of the barriers installed on footpath 8 due to legal requirements. This work had been completed under urgent business at a cost of £950.00 nett by T. Fearn & Sons. The barriers were delivered to Shipley Hall Cricket Club as agreed.

**RESOLVED: -**

Endorsement for the removal of the barriers cost in the sum of £950.00 nett.

Request for appropriate signage through Derbyshire County Council for installation on the lane to determine the legal definition  
That the matter agenda item for next meeting.

**102/2021 DATE OF NEXT MEETING**

It was reported meetings held prior to 7<sup>th</sup> May 2021 could be conducted through the remote system prior to reinstatement of legislation for face-to-face meetings.

**RESOLVED: -**

The next meetings of the Parish Council amended and approved as follows: -

Amendment to date for Annual Parish Meeting to Tuesday 4<sup>th</sup> May 2021 at 6.30 p.m. by remote

Amendment to date for Annual Parish Council Meeting to Tuesday 4<sup>th</sup> May 2021 at 7.00 p.m. by remote.

There being no further business, the Acting Chairman closed the meeting at 8.32 p.m.

**Appendice 1 Reference Minute 94/2021 (a) and (b) approved:-**

<b>Cleared</b>	<b>Cheque</b>	<b>Payee</b>	<b>Details</b>	<b>Nett</b>	<b>VAT</b>	<b>Gross</b>
323	200025	Staff	Salary/expenses	456.93	0.00	456.93
324	200033	HMRC	April payment	33.60	0.00	33.60
323	200034	Staff	Salary/expenses April 2020	364.12	0.00	364.12
325	200035	AVG	Computer security	47.80	9.56	57.36
325	200036	Amazon	Office chair	53.45	0.00	53.45
325	200037	Staff	Salary/expenses	320.34	0.00	320.34
325	200038	HMRC	Payment	48.80	0.00	48.80
325	200039	DCC	Litter picking	360.00	0.00	360.00
325	200040	Came & Co	Insurance 2020/21	938.74	0.00	938.74
325	200041	B. Wood	Internal audit 19/20	37.50	0.00	37.50
325	200042	Pells	Payroll 19/20	175.00	35.00	210.00
326	200043	Cir-Comm	Ipads for Cllrs	2972.79	594.56	3567.35
326	200044	AVBC	Ann playground inspection	35.00	7.00	42.00
326	200045	AVBC	Allotment annual lease	50.00	0.00	50.00
326	200046	Staff	Salary/expenses	336.64	0.00	336.64
326	200047	HMRC	Payment	48.60	0.00	48.60
327	200048	Cir-Comm	Setting up Zoom & laptop work	50.00	10.00	60.00
327	200049	Cir-Comm	Dell laptop, Office, setup	914.46	182.89	1097.35
327	200050	Cir-Comm	Set up Office 365 emails x 9	150.00	30.00	180.00
327	200051	Cir-Comm	Ipads guide & training onsite	150.00	30.00	180.00
326	200052	Staff	Salary/expenses July 2020	336.64	0.00	336.64
326	200053	Zoom	Annual subscription	119.90	23.98	143.88
0	200054		cancelled lost in post	0.00	0.00	0.00
0	200055		Lost in post	0.00	0.00	0.00
0	200056		Lost in post	0.00	0.00	0.00
327	200057	D. Stones	Materials timber bus shelter	155.40	0.00	155.40
327	200058	D Stones	Repairs bus shelter Hassock Ln	650.00	0.00	650.00
327	200059	DTX	Domain renewal, hosting website	290.00	0.00	290.00
328	200060	Staff	Salary & expenses August 20	336.64	0.00	336.64
328	200061	Plantscape	Lamp post testing	135.00	27.00	162.00
328	200062	Plantscape	Floral planters & maintenance	1008.00	201.60	1209.60
328	200063	Derwent	Skip hire	120.00	24.00	144.00
333	200064	D Stones	Repairs shelter opp Pit Lane	200.00	0.00	200.00
333	200064	D Stones	Filling skip with shelter debris	30.00	0.00	30.00
328	200065	Broxap	6 new litter bins for parish	377.00	75.40	452.40
329	200066	Dewbar	2 barrier gates & installation	2240.34	448.07	2688.41
329	200067	HMRC	September payment	48.60	0.00	48.60
329	200068	Staff	September salaries/expenses	336.64	0.00	336.64
330	200069	Air Ambulance	Section 137 Grant	250.00	0.00	250.00
0	200070	cancelled		0.00	0.00	0.00
330	200071	Bailey Printers	Road signage	252.00	50.40	302.40

330	200072	Staff	October salaries & expenses	328.20	0.00	328.20
330	200073	DCC	Litter picking contract	360.00	0.00	360.00
0	200074	cancelled		0.00	0.00	0.00
330	200075	K. Stevenson	Locks reimburse	66.46	0.00	66.46
331	200076	Amber Electrics	Road signage	457.80	91.57	549.37
331	200077	HMRC	October payment	48.80	0.00	48.80
330	200078	Community Heartbeat	Annual maintenance defib	60.00	0.00	60.00
331	200079	HMRC	November payment	48.60	0.00	48.60
331	200080	Staff	November payment	336.59	0.00	336.59
333	200081	Royal British Legion	Poppy wreath	25.00	0.00	25.00
0	200082	cancelled		0.00	0.00	0.00
333	200083	Derbys CC	Room hire	10.00	0.00	10.00
333	200084	Community Heartbeat	Annual Support Cost	126.00	0.00	126.00
333	200085	Safety Maintenance	H&S training x 2	250.00	50.00	300.00
333	200086	Staff	Salary & expenses Dec	336.59	0.00	336.59
333	200087	HMRC	December payment	48.60	0.00	48.60
332	200088	Staff	December payment Staff 2	268.80	0.00	268.80
334	200089	Staff	Jan-21	339.59	0.00	339.59
335	200090	Interflora	Civic Gift	37.00	0.00	37.00
333	200091	A. J. Steeples	Grounds maintenance 2020	1792.00	358.40	2150.40
334	200092	HMRC	Payment January 21	48.60	0.00	48.60
334	DD	HMRC	Payment February 2021	48.60	0.00	48.60
	200093	Staff	January	208.00	0.00	208.00
	200094	Staff	February 21	339.59	0.00	339.59
334	200095	SEAG	Section 137 Grant	1000.00	0.00	1000.00
335	200096	Fitzmark	PPE	223.99	44.80	268.79
0	200097	lost in post	arrived 6.4.2021 cancelled	0.00	0.00	0.00
335	200098	DALC	Annual subs 2021 - 2022	420.62	0.00	420.62
0	200099	cancelled		0.00	0.00	0.00
335	200100	Amazon	Printer cartridges	47.97	0.00	47.97
335	200101	Staff	Salary February 21	308.00	0.00	308.00
	200102	Staff	Salary February 21	329.59	0.00	329.59
335	200103	S. Walters	Removal of road barriers	950.00	190.00	1140.00
335	200104	CirCom	Computer maintenance	100.00	20.00	120.00
335	200105	CirCom	Computer system	450.00	90.00	540.00
Un	200106	Safety Maintenance	1st Aid Training	166.67	33.33	200.00
Un	200107	Derbys CC	Litter picking contract	360.00	0.00	360.00
335	200108	Staff	Salaries March 2021	285.00	0.00	285.00
Un	200109	Safety Maintenance	Balance of training	33.34	6.66	40.00
				<b>24689.93</b>	<b>2634.22</b>	<b>27324.15</b>

