

**SHIPLEY PARISH COUNCIL
MINUTES OF ANNUAL PARISH COUNCIL MEETING
TUESDAY 28TH MAY 2024
COMMENCING AT 7:00 PM**

IN ATTENDANCE

Councillors:- Mrs L. Adcock, Mrs S Bamford, Mr G Kearton, Mrs T Skelton Mr D Watson & Mrs D Watson.

Amber Valley Borough Councillor Cllr A. Paget, Clerk M. Bullock and nine members of the public.

01-2024/25 - Election of Chairman 2024-2025 followed by signature of Declaration and Acceptance of Office

Cllr Adcock proposed by Cllr Skelton and seconded by Cllr Bamford.

Cllr Mr D Watson proposed by Cllr Kearton and seconded by Cllr Mrs D Watson.

Resolved:- To elect Cllr Adcock as Chairman for 2024-2025 year. Cllr Adcock signed and read aloud Declaration of Acceptance of Office.

02-2024/25 – Apologies for absence

Apologies received from Cllr R. Garland, Cllr Dr C. Perko and Amber Valley Borough Councillor L. Pizzey

03-2024/25 – Election of Vice-Chairman 2024-2025 followed by signature of Declaration and Acceptance of Office

Cllr Dr C Perko proposed by Cllr Kearton and seconded by Cllr Mr D Watson.

Resolved:- To elect Cllr Dr C. Perko as Vice-Chairman for 2023-2024. Cllr Perko to sign Declaration of Acceptance of Office by next meeting.

04-2024/25 –Register of Interest forms from Members if updating required.

Noted

05-2024/25 – To receive declarations of interest

Cllr Mr D. Watson declared a non-pecuniary interest in Shipley Allotment Gardens

Cllr Mr G Kearton declared a non-pecuniary interest in Shipley Eco Action Group.

Cllr Mrs Bamford and Cllr Skelton declared a non-pecuniary interest in Shipley Parish Rooms Trust

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06-2024/25 – Suspension of Standing Orders

Resolved:- to suspend Standing Orders to allow the following:

Open Forum

A. Police matters

Cllr Watson presented a printed report on behalf of PC Mosley regarding crime over the last 12 months.

B. Public forum (15 minutes with 3 minutes allowed per parishioner) – None

Parishioner commented on the details of the minutes, informed members of the public should not be named in minutes.

Question on how long a Chair should be elected for and how often they should change. Chair elected annually and no legal reason why Chair should change every year or a Chair could be re-elected to the role for a number of years in succession.

07-2024/25 – Reinstatement of Standing Orders

Resolved:- To reinstate Standing Orders.

08-2024/25 – Reports of Borough and County Councillors

A. Amber Valley Borough Council report

Cllr Paget updated the Council with regard to Borough matters. Appeal at Wheystone’s development successful. Cllr Paget to look at drainage issues raised in Parish meeting. Cllrs raised Motorbikes and antisocial behaviour within Shipley park and unregulated fishing on Shipley Lakeside leading to unfortunate incident and loss of family dog due to ingestion of fishing line.

B. Derbyshire County Council report

No report

09-2024/25 – To confirm minutes of Shipley Parish Council meeting – 26th March 2024

Resolved:- To agree the minutes of the meeting held 26th March 2024 as a true and accurate record.

10-2024/25 – To approve and adopt Standing Orders for Shipley Parish Council 2024-2025

Resolved:- To adopt Standing Orders for 2024-2025.

11-2024/25 To approve and adopt Financial Regulations for Shipley Parish Council 2024-2025

Resolved:- To adopt Financial Regulations for 2024-2025.

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12-2024/25 – To confirm Parish Council Policies 2024-2025

- A. Complaints policy**
- B. Co-option policy**
- C. Data protection policy**
- D. Equality and Diversity policy**
- E. Freedom of Information policy**
- F. Grants policy**
- G. Persistent and Vexatious Complaints policy**

Resolved:- Proposed to defer to next meeting for consideration of amendments.

13-2024/25 – Financial Report

A. To receive the report of the Internal Auditor on Shipley Parish Council Accounts 2023 – 2024

The Clerk informed the Council of the outcome of the Internal Audit Report and auditors findings. The auditor had made a number of recommendations for action. Royal British Legion wreath and Civic gift to be classed as S137 grant in 2023-24 accounts. Other issues identified, reported and resolved.

Resolved:- To approve Internal Audit Report for 2023-2024 accounts.

B. To receive the Annual Governance Statement 2023 – 2024

Resolved:- To approve the Annual Governance Report 2023-2024.

C. To receive the Accounting Statement 2023 – 2024

Resolved:- To approve the Accounting Statement 2023-2024.

D. To confirm Certificate of Exemption for Shipley Parish Council 2023-34

Resolved:- To Confirm exemption Certificate of Exemption for Shipley Parish Council

E. To approve signatories for Parish Council bank accounts –

Resolved:- Cllrs Mrs L. Adcock, Mrs T. Skelton, Dr C Perko and Clerk M Bullock as signatories.

F. Payments and Receipts report 01/04/24 – 30/04/24 (page 6)

Resolved:- To agree Payments and Receipts report.

G. Bank Reconciliation 30/04/24 (page 6)

Resolved:- To agree bank reconciliation 30/04/24.

14-2024/25 – Shipley Parish Council Asset Register 2023-2024

Resolved:- To adopt Asset Register 2024-2025.

15-2024/25 – To appoint representatives to outside bodies

i. Shipley Parish Rooms Trust

Resolved:- To appoint Cllr Mrs S Bamford and Cllr Mrs T. Skelton to SPRT

ii. Shipley Environmental Action Group

Resolved:- To appoint Cllr Mr G Kearton and Cllr Mrs D. Watson to SEAG

iii. Shipley Allotment Gardens

Resolved:- To appoint Cllr Mr D. Watson to SAG

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16-2024/25 – To receive reports from outside bodies

Shipley Parish Rooms Trust – Cllr Mrs T Skelton reported SPRT matters. Meetings due to be held once every quarter, Trustees required to fill vacancies.

Shipley Eco Action Group – Cllr Mr G Kearton reported on events at SEAG. Family wildlife day successful with two families from Lakeside development and a family from Birmingham attending, £160 raised for Brinsley animal rescue and hedgehog society. Next event 22nd June 10-2.

Shipley Allotment Gardens – Cllr Mr D. Watson reported SAG matters, Trees need pruning, contact C Dean to undertake works.

17-2024/25 – Clerk's report

- a) Pit Lane Recreation ground
 - Repairs to playground matting and equipment.
 - Grass cutting
- b) Insurance renewal
- c) CCTV update
- d) Website
- e) Facebook page
- f) Parish newsletter,.
- g) Bins

Resolved to:-

- a) Email Cllr Paget list of outstanding repairs. Clerk to contact AVBC with regards to spraying of Glyphosate around park area.
- b) Renew insurance for 2024-25 with Hiscox Insurance Company Limited
- c) Clerk to contact Trust with regards to supply of electricity to CCTV from Parish Rooms, hosting of recording equipment and reimbursement of cost.
- d) Clerk to contact website suppliers regarding new website using .gov website clerk to explore other websites and contact other councils.
- e) Clerk to set up Facebook page for Shipley Parish Council, for future events, sharing of information. Clerk and Chair to be admin
- f) Councillors to send bios for content.
- g) Cllr Paget to enquire with Amber Valley Borough Council regarding future emptying.

18-2024/25 – Planning Matters

No planning matters

19-2024/25 – To agree calendar of meetings 2023-2024

- Tuesday 25th June 2024 – 7 00pm
- Tuesday 30th July 2024 – 7:00pm
- Tuesday 24th September 2024 – 7 00pm
- Tuesday 29th October 2024 – 7 00pm

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- Monday 25th November 2024 – 7 00pm
- Tuesday 28th January 2025 – 7 00pm
- Tuesday 25th February 2005 – 7:00pm
- Tuesday 26th March 2025 – 7 00pm
- Tuesday 29th April 2025 – 7 00pm
- Annual Parish meeting – Tuesday 27th May 2025 – 6:30pm
- Annual Parish Council meeting – Tuesday 28th May 2025 – 7:00pm

Resolved:- To agree calendar of meeting dates 2024-25.

20-2024/25 Date and agenda items for next meeting

Tuesday 25th June 2024 – 7:00pm.

Meeting closed at 8.30 p.m.

Signed Chairman..... Date.....

Signed Clerk..... Date.....

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April Financial Report

Payments

Voucher

No	Date	Net	VAT	Total	Description	Supplier
1	01/04/2024	£10.00	£0.00	£10.00	Bank charges	HSBC
2	03/04/2024	£345.17	£0.00	£345.17	Salary (March) DALC Annual	Staff
3	11/04/2024	£351.75	£0.00	£351.75	Subscription	DALC
4	23/04/2024	£230.00	£46.00	£276.00	Payroll fee	Pells
		£936.92	£46.00	£982.92		

Receipts

Voucher

No	Date	Net	VAT	Total	Description	Customer
1	08/04/2024	£100.00	£0.00	£100.00	Allotment rent	ShipleY Allotments Association
2	29/04/2024	£9,518.50	£0.00	£9,518.50	Precept	Amber Valley Borough Council
		£9,618.50	£0.00	£9,618.50		

ShipleY Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/04/2024			
	Cash in Hand 01/04/2024		3,818.60
	ADD		
	Receipts 01/04/2024 - 30/04/2024		9,618.50
			13,437.10
	SUBTRACT		
	Payments 01/04/2024 - 30/04/2024		982.92
A	Cash in Hand 30/04/2024 (per Cash Book)		12,454.18
	Cash in hand per Bank Statements		
	Petty Cash 30/04/2024	0.00	
	HSBC 30/04/2024	12,085.49	
	NS&I 30/04/2024	368.69	
			12,454.18
	Less unrepresented payments		12,454.18
	Plus unrepresented receipts		
B	Adjusted Bank Balance		12,454.18
	A = B Checks out OK		