

**SHIPLEY PARISH COUNCIL
MINUTES OF ANNUAL PARISH COUNCIL MEETING
HELD AT THE PARISH ROOMS, THE FIELD, SHIPLEY, DE75 7JH
TUESDAY 27TH MAY 2025
COMMENCING AT 7:00 PM**

IN ATTENDANCE

Parish Councillors:- A. Abernethy. L. Adcock, S. Bamford, J. Gent and Z. Keats.

Amber Valley Borough Councillor L. Pizzey. County Councillor Richard Morgan.

Clerk M. Bullock and five members of the public.

01-2025/26 - To elect a Chairman for 2025-2026 followed by signature of Declaration and Acceptance of Office

Cllr Adcock proposed by Cllr Gent and seconded by Cllr Keats

Resolved:- To elect Cllr Adcock as Chairman for 2025-2026 year. Cllr Adcock signed and read aloud the Declaration of Acceptance of Office.

02-2025/26 – To receive apologies for absence

Apologies received from Cllr Dr C. Perko and Cllr L. Spowage.

03-2025/26 – To elect a Vice-Chairman for 2025-2026 followed by signature of Declaration and Acceptance of Office

Cllr Keats proposed by Cllr Abernethy and seconded by Cllr Gent

Resolved:- To elect Cllr Keats as Vice-Chairman for 2025-2026. Cllr Keats signed and read aloud the Declaration of Acceptance of Office.

04-2025/26 – To note Register of Interest forms from members (if updating required).

Noted

05-2025/26 – To receive declarations of interest from Councillors

Cllr Adcock and Cllr Bamford declared a non-pecuniary interest agenda item 7D - Shipley Parish Rooms Trust.

06-2025/26 – Public forum (15 minutes with 3 minutes allowed per parishioner)

A member of the public raised the new care unit. Clerk invite representatives to next meeting.

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A member of the public raised speeding along Hassocks Lane and previously submitted petition.
Clerk to resubmit petition to County Councillor Morgan.

07-2025/26 – To receive reports from outside bodies (for noting only).

A. Report from Derbyshire Police

None in attendance

B. Reports from Amber Valley Borough Councillors

Cllr Pizey updated on Borough Council matters. AVBC not able to take over emptying of bins.

C. Report from Derbyshire County Councillor

Cllr Morgan updated on County Council matters. DCC disposing of Nottingham Lodge, going to auction on 24th July. The Parish Council raised the lack of life buoys around Shipley Lake, Cllr Morgan contacting property services regarding the provision of rescue equipment around the lake.

D. Shipley Parish Rooms Trust report

No report, next meeting in July.

E. Shipley Eco Action Group report

No report

F. Shipley Allotment Gardens

No report

08-2025/26 – To confirm minutes of Shipley Parish Council meeting – 29th April 2025

Resolved:- To agree the minutes of the meeting held 29th April 2025 as a true and accurate record.
Cllr Abernethy proposed, Cllr Gent seconded.

09-2025/26 – To approve and adopt Standing Orders for Shipley Parish Council 2025-2026

Resolved:- To adopt Standing Orders for 2025-2026. Cllr Adcock proposed, Cllr Abernethy seconded.

10-2025/26 To approve and adopt Financial Regulations for Shipley Parish Council 2025-2026

Resolved:- To adopt Financial Regulations for 2025-2026. Cllr Adcock proposed Cllr Keats seconded

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11-2025/26 – To approve Shipley Parish Council Asset Register 2025-2026

Resolved:- To approve Asset Register 2025-2026. Cllr Abernethy proposed Cllr Gent seconded.

12-2025/26 – To adopt Parish Council Policies 2025-2026

- 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**
- H. Press and Media policy**

Resolved:- To adopt policies, Cllr Adcock proposed, Cllr Keats seconded.

13-2025/26 – Financial Report

- A. To receive and approve the report of the Internal Auditor on Shipley Parish Council Accounts 2024 – 2025** The Clerk informed the Council of the outcome of the Internal Audit Report and auditor's findings.

Resolved:- To approve Internal Audit Report for 2024-2025 accounts. Cllr Adcock proposed, Cllr Gent seconded.

- B. To receive and approve the Annual Governance Statement 2024 – 2025**

Resolved:- To approve the Annual Governance Report 2024-2025. Cllr Adcock proposed, Cllr Gent seconded.

- C. To receive and approve the Accounting Statement 2024 – 2025**

Resolved:- To approve the Accounting Statement 2024-2025. Cllr Adcock proposed, Cllr Abernethy seconded

- D. To confirm Certificate of Exemption for Shipley Parish Council 2024-25**

Resolved:- To Confirm Certificate of Exemption for Shipley Parish Council 2024-25. Cllr Adcock proposed, Cllr Gent seconded.

- E. To approve signatories for Parish Council bank accounts – Unity Trust Current Account –**

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

- F. To consider closure of HSBC account**

Resolved:- Resolved to close HSBC account. Cllr Adcock proposed, Cllr Gent seconded.

- G. To note Payments and Receipts report 01/04/25 – 30/04/25 (attached on page 5)**

Resolved:- To note Payments and Receipts report. Cllr Adcock proposed Cllr Keats seconded.

- H. To note Bank Reconciliation 30/04/25 (attached on page 6)**

Resolved:- To note bank reconciliation 30/04/25. Cllr Gent proposed, Cllr Bamford seconded.

- I. To Consider renewal of insurance for 2025-26**

Resolved:- To renew insurance with existing provider (Gallagher), Cllr Adcock proposed, Cllr Bamford seconded.

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J. To consider grant to Sunnyside Football Club

Resolved:- To Grant £400 to Sunnyside Football Club, Cllr Gent proposed, Cllr Keats seconded.
Grant awarded under Local Government (Miscellaneous Provisions) Act 1976 s19 (3)(a)

K. To consider revised costs for new website.

The Clerk provided an update on revised costs for the new website. Clerk advised Council that part of next year's audit process will require the council use a .gov domain and individual councillor emails.

Resolved to:- Agree new website costs, Cllr Adcock proposed, Cllr Bamford seconded.

14-2025/26 – To appoint representatives to outside bodies

i. Shipley Parish Rooms Trust

Resolved:- To appoint Cllr Mrs S Bamford and Cllr Adcock to SPRT. Cllr Gent proposed, Cllr Abernethy seconded.

15-2025/26 – To agree request for Sunnyside Football Club to apply for Grass Pitch maintenance fund at Pit Lane Recreation ground

Clerk presented a request from Sunnyside Football Club to apply to the Football Association for a grant towards maintenance of the football pitch at Pit Lane. Councils permission needed for the club to apply due to break clause in current lease of football pitch.

Resolved to:- Agree request for Sunnyside Football club to apply for grass pitch maintenance fund. Cllr Adcock proposed, Cllr Keats seconded.

16-2025/26 – Clerk's report

a) To note update on Parish newsletter

Clerk reported on progress with newsletter draft. Clerk to share draft once artwork complete.

17-2025/26 – Update from Cllr Stevenson regarding provision of bins within Shipley Parish

Defer to next meeting due to Cllr Stevenson's absence

18-2025/26 – To note planning applications and to consider any responses

RefVal: [AVA/2025/0325](#)
Address: 8 Westlake Drive, Shipley, Heanor, Derbyshire, DE75 7WZ
Proposal: Proposed single storey rear extension linking garage to the house
Date Valid: 2/May/2025

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Decision Expected: 20/Jun/2025

RefVal: [AVA/2025/0332](#)

Address: 145 Hassock Lane South, Shipley, Heanor, Derbyshire, DE75 7JE

Proposal: Single storey side and rear extensions

Date Valid: 5/May/2025

Decision Expected: 23/Jun/2025

Resolved:- No comments

19-2025/26 – Date and agenda items for next meeting

Tuesday 24th June 2025 – 7:00pm.

Parish hall, Bins, Cllr Stevenson to provide details of agenda items

Payments and Receipts report 01/04/25 – 30/04/25

April Payments

Date	Net	VAT	Total	Description	Supplier	Bank
01/04/2025	£14.00	£0.00	£14.00	Bank charges	HSBC	HSBC
03/04/2025	£16.17	£0.00	£16.17	Stationary	Staff	Unity Trust Current Account
17/04/2025	£240.00	£48.00	£288.00	Supplies	Pells	Unity Trust Current Account
25/04/2025	£343.60	£0.00	£343.60	Payroll fee	HMRC	Unity Trust Current Account
28/04/2025	£242.10	£0.00	£242.10	Tax & NI	Staff	Unity Trust Current Account
28/04/2025	£208.00	£0.00	£208.00	Salary	Staff	Unity Trust Current Account
30/04/2025	£6.00	£0.00	£6.00	Salary	Staff	Unity Trust Current Account
	£1,069.87	£48.00	£1,117.87	Bank charges	Unity Trust Bank plc	Unity Trust Current Account

April Receipts

Date	Net	VAT	Total	Description	Customer	Bank
16/04/2025	£100.00	£0.00	£100.00	Allotment rent	Shipley Allotments Association	HSBC
28/04/2025	£11,305.88	£0.00	£11,305.88	Precept	Amber Valley Borough Council	Unity Trust Current Account
	£11,405.88	£0.00	£11,405.88			

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

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A	Bank Reconciliation at 30/04/2025		
	Cash in Hand 01/04/2025		6,090.01
	ADD Receipts 01/04/2025 - 30/04/2025		11,405.88
	SUBTRACT Payments 01/04/2025 - 30/04/2025		17,495.89
			1,117.87
	Cash in Hand 30/04/2025 (per Cash Book)		16,378.02
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2025	0.00	
	HSBC 30/04/2025	2,131.09	
	Unity Trust Current Account 30/04/2025	13,746.01	
	Unity Trust Instant Access 18/05/2025	500.92	
			16,378.02
	Less unrepresented payments		
			16,378.02
	Plus unrepresented receipts		
	Adjusted Bank Balance		16,378.02
	A = B Checks out OK		