

**SHIPLEY PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
MONDAY 27TH NOVEMBER 2023
COMMENCING AT 7:00 PM**

IN ATTENDANCE

Councillors:- Mrs L. Adcock (Chairman), Mrs S. Bamford, Dr C. Perko, Mrs T. Skelton Mr D. Watson & Mrs D. Watson

Clerk M. Bullock and E. Hart (Chair Shipley Parish Rooms Trust)

51-2023/24 Apologies for absence

Apologies received from Cllr Mr R. Garland, Cllr Mr G. Kearton, Amber Valley Borough Councillors A. Paget & L. Pizzey and Derbyshire Police.

52-2023/24 To receive declarations of interest

Cllr Mrs Bamford and Cllr Mrs T. Skelton declared a non-pecuniary interest in Shipley Parish Rooms Trust (agenda item 9a).

Cllr Mr D. Watson and Cllr Mrs D. Watson declared a non-pecuniary interest in Shipley Allotment Gardens (agenda item 9c).

53-2023/24 Variation of order of business

Resolved:- Move item 10d to public exemption

54-2023/24 Suspension of Standing Orders to allow the following:

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

55-2023/24 Reports

A. Public forum (15 minutes with 3 minutes allowed per parishioner)

No public in attendance

B. Police matters

No report – apologies received

C. Amber Valley Borough Council report (Cllr A. Paget and L. Pizzey)

No report – apologies received

D. Derbyshire County Council report (Cllr A. Stevenson)

No report

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56-2023/24 Reinstatement of Standing Orders

Resolved:- To reinstate Standing Orders

57-2023/24 To confirm minutes of meeting of Shipley Parish Council– 24th October 2023

Amendment - Cllr Bamford apologies.

Resolved:- To agree the minutes of the meeting held 24th October 2023 as a true and accurate record with the above amendment, Cllr Mr D Watson proposed, Cllr Perko seconded.

58-2023/24 Financial Report (page 4)

a) Income and expenditure report 1st September to 31st October 2023 (page 5)

Resolved:- To agree income and expenditure report 01/09/2023 – 31/10/2023. Cllr Skelton proposed, Cllr Mr D Watson seconded.

b) Bank Reconciliation 11th October 2023 (page 6) and 31st October 2023 (page 7)

Resolved:- To agree Bank Reconciliation 11/10/2023 and 31/10/2023 Cllr Skelton proposed, Cllr Mrs D Watson seconded.

c) To Consider HSBC bank account and new account with TSB

Resolved:- Open two new accounts with TSB, Cllr Skelton proposed, Cllr Bamford seconded.

d) Review NS&I account

Resolved:- Close NS&I account Cllr Skelton proposed, Cllr Mr D Watson seconded.

59-2023/24 To receive reports from outside bodies

a) Shipley Parish Rooms Trust Report (E. Heart - Chair Shipley Parish Rooms Trust)

Discussion on future of SPRT

Resolved:- To hold an extraordinary meeting on Monday 8th January to discuss further arrangements for the management of Shipley Parish Rooms.

Resolved:- Parish Council to explore options for taking over the running of the Parish Rooms Clerk to explore options for managing the bookings and accounts. Clerk to write letter to SPRT explaining Council resolved to take over.

Resolved:- Cllr Mr D Watson to make leaflets, Erica to approve for display in Shipley Parish noticeboards.

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b) Shipley Eco Action Group Report (Cllr G Kearton)

No report - Apologies

c) Shipley Allotments Association Report (Cllr Mr D. Watson)

Resolved:- Cllr Watson to prepare tree report on condition of trees on allotment site.

60-2023/24 Clerk's report

- a) Defibrillator at Pit Lane recreation ground and defibrillator at The Field, Shipley
- b) Update on Pit Lane Recreation ground.
- c) CCTV update
- d) Complaint from resident – deferred to public exemption

Resolved:-

- a) **Defer as Clerk to look at options for sighting defibrillator closer to Shipley Lakeside development.**
- b) **Clerk to explore further options for repairs to playground matting**
- c) **Clerk to seek quotes for installation of CCTV**

61-2023/24 Environmental Report including Parish Warden .

None

62-2023/24 Planning Matters

App ref: TRE/2023/0376

App address: Weleda (UK) Ltd Agricultural Store The Field Shipley Heanor Derbyshire DE75 7JH

Proposal: Various tree works

Resolved:- No objections

63-2023/24 Date and agenda items for next meeting

Extraordinary meeting on Monday 8th January

Tuesday 30th January 2024 - 7:00pm

64-2023/24 Exclusion of Press and Public

Resolved:- To exclude press and public due to confidential nature of items to be discussed.

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65-2023/24 Staff Matters – Appointment of Parish Clerk following Parish Council interview process

Resolved:- To appoint Matthew Bullock as Clerk to Shipley Parish Council. Cllr Skelton proposed, Cllr Perko seconded.

Item 10d Clerk’s report - Public complaint

Clerk presented email received from parishioner.

Resolved:- To explore publication of a Parish Newsletter at January meeting.

Resolved:- Minutes not to be published on website until approved by Council

Meeting closed at 8:20p.m.

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

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

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Income and expenditure report 1st September to 31st October 2023

September Payments

Date	Net	VAT	Total	Description	Supplier
11/09/2023	£13.00	£0.00	£13.00	Bank charges	HSBC
			£13.00		

October Payments

Date	Net	VAT	Total	Description	Supplier
02/10/2023	£13.00	£0.00	£13.00	Bank charges	HSBC
02/10/2023	£135.00	£0.00	£135.00	Office expenses (September)	Staff
02/10/2023	£210.17	£0.00	£210.17	Salary (September)	Staff
25/10/2023	£338.80	£0.00	£338.80	Tax & NI	HMRC
27/10/2023	£33.69	£0.00	£33.69	Salary (July)	Staff
27/10/2023	£33.69	£0.00	£33.69	Salary (September)	Staff
27/10/2023	£210.17	£0.00	£210.17	Salary (July)	Staff
27/10/2023	£135.00	£0.00	£135.00	Office expenses (July)	Staff
27/10/2023	£210.17	£0.00	£210.17	Salary (October)	Staff
27/10/2023	£135.00	£0.00	£135.00	Office expenses (October)	Staff
			£1,454.69		

Income report

September Payments

Date	Net	VAT	Total	Description	Customer
29/09/2023	£8,591.00	£0.00	£8,591.00	Precept	Amber Valley Borough Council
			£8,591.00		

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30 October 2023 (2023-2024)

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 11/10/2023		
	Cash in Hand 01/04/2023		785.77
	ADD Receipts 01/04/2023 - 11/10/2023		18,606.74
			19,392.51
	SUBTRACT Payments 01/04/2023 - 11/10/2023		7,226.52
A	Cash in Hand 11/10/2023 (per Cash Book)		12,165.99
	Cash in hand per Bank Statements		
	Petty Cash 11/10/2023	0.00	
	NS&I 11/10/2023	358.07	
	HSBC 11/10/2023	11,807.92	
			12,165.99
	Less unrepresented payments		
			12,165.99
	Plus unrepresented receipts		
B	Adjusted Bank Balance		12,165.99
	A = B Checks out OK		

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21 November 2023 (2023-2024)

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 31/10/2023		
	Cash in Hand 01/04/2023		785.77
	ADD Receipts 01/04/2023 - 31/10/2023		18,606.74
			19,392.51
	SUBTRACT Payments 01/04/2023 - 31/10/2023		8,323.04
A	Cash in Hand 31/10/2023 (per Cash Book)		11,069.47
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2023	0.00	
	NS&I 31/10/2023	358.07	
	HSBC 31/10/2023	10,711.40	
			11,069.47
	Less unrepresented payments		11,069.47
	Plus unrepresented receipts		
B	Adjusted Bank Balance		11,069.47
	A = B Checks out OK		