

**IDRIDGEHAY & ALTON AND ASHLEYHAY PARISH COUNCIL**  
**ORDINARY MEETING**  
**Wednesday 8<sup>th</sup> May 2024 | 19:15**  
**St James The Great Church - Idridgehay**

**Members Present:**

- Cllr Jane Smith [Chairman]	- Cllr Philip Brooks [Vice Chairman]
- Cllr Mike Westbrooke	- Cllr Eric Matkin
- Cllr Dudley Ibbett	- Matthew Evans [Clerk]
- Cllr Car Hempshall	

**IAAP – 01/24 Election of Chairman for the ensuing year 2024/2025**

The Chairman invited members to propose candidates for the Office of Chairman for the ensuing Council year:

One proposal for Chairman was received for Cllr. Jane Smith.

Proposed: Cllr. Ibbett  
 Seconded: Cllr. Brooks

The sole nomination was put to a vote, and Cllr. Smith was duly elected by unanimous agreement to the office of Chairman of the Council for the ensuing Council year 2024/2025.

**IAAP – 02/24 Election of Vice Chairman for the ensuing year 2024/2025**

The Chairman invited members to propose candidates for the Office of Vice Chairman for the ensuing Council year:

One proposal for Vice Chairman was received for Cllr. Phillip Brooks.

Proposed: Cllr. Smith  
 Seconded: Cllr. Westbrooke

The sole nomination was put to a vote, and Cllr. Brooks was duly elected by unanimous agreement to the office of Vice Chairman of the Council for the ensuing Council year 2024/2025.

**IAAP – 03/24 Sign Declarations of Acceptance of Office – Chairman and Vice Chairman**

Cllr. Smith signed the Declaration of Acceptance of Office.

Cllr. Brooks signed the Declaration of Acceptance of Office.

**IAAP – 04/24 To receive apologies of absence:**

No apologies for absence were received.

**IAAP – 05/24 To receive any Declarations of Interest.**

Councillors made no Declarations of Interest.



**IAAP – 06/24 To approve the minutes of the Parish Council Meeting held on 13<sup>th</sup> March 2024**

The minutes were proposed by Cllr. Smith, seconded by Cllr. Hempshall and agreed upon unanimously.

**IAAP – 07/24 Questions from members of the public:**

There were no questions from members of the public.

**IAAP – 08/24 Reports from Borough & County Councillors and Derbyshire Police**

No reports were given.

**IAAP – 09/23 To consider any planning matters:**

AVA-2024-0279 - Seven Oaks Farm Rood Lane Idridgehay Belper Derbyshire DE56 2SS - Replacement of an existing summer house to include air source heat pump to east elevation

No Comment

AVA-2024-0221 - Mellowfield Old Hillcliff Lane Turnditch Belper Derbyshire DE56 2EA Replacement dwelling

It was proposed by Cllr. Smith and seconded by Cllr. Brooks that the Council object to the application on the grounds that it does not comply with the established Neighbourhood Plan, specifically polices: VIA L1 (B,C,D,E,F,G and H) and VIA H1 (A and D). This was agreed upon unanimously.

**IAAP – 10/24 To receive updates about progress on resolutions:****a) Cllr. Robert Tatler Memorial**

It was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Clerk investigate the costings associated with purchasing a memorial tree and plaque to remember Cllr. Tatler. with permission to be sought from the family and the PCC to plant the tree in the grounds of St. James the Great. This was agreed upon unanimously.

**IAAP – 11/24 Finances:****a) Statement of Accounts**

As of 30<sup>th</sup> April 2024, the following represents the amounts held by the Parish Council in its respective accounts:

Current Account: £768.48

Business Reserve Account: £12,2937.30

Cllr. Brooks proposed the statement of accounts, which was seconded by Cllr. Hempshall, and it was unanimously agreed upon.



**b) Approval of Payments**

The approval of payments was proposed by Cllr. Westbrooke and seconded by Cllr. Matkin. It was agreed upon unanimously, and the Chair signed off on both the accounts and schedule of payments.

(List of Payments Attached)

**c) Approval of Asset Register**

It was proposed by Cllr. Smith and seconded by Cllr. Ibbett, the asset register should be accepted as being accurate. This was agreed upon unanimously.

**d) Approval of Risk Register**

It was proposed by Cllr. Smith and seconded by Cllr. Hempshall that the risk register be accepted as being update and adequate. This was agreed upon unanimously.

**IAAP – 12/24 Year End****a) To receive and accept the Internal Auditor Report**

It was proposed by Cllr. Ibbett and seconded by Cllr. Smith that the Council accept the findings and recommendations of the Internal Auditor Report, and this was agreed upon unanimously.

**b) To agree that a Limited Assurance Review is not required**

It was proposed by Cllr. Ibbett and seconded by Cllr. Brooks that a Limited Assurance Review is not required, and this was agreed upon unanimously.

**c) To review and sign the Annual Governance Statement for 2023/2024**

It was proposed by Cllr. Smith and seconded by Ibbett that the Accounting Statement for 2023/2024 be accepted; this was agreed upon unanimously.

**d) To review and sign the Annual Accounting Statement for 2023/2024**

It was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Annual Accounting Statement for 2023/2024 is accepted; this was agreed upon unanimously.

**e) Elector's Rights – to note and agree that dates of the Exercise of Public Rights as Monday 3rd of June 2024 and ending on Friday 12 July 2024.**

It was proposed by Cllr. Smith and seconded by Cllr. Westbrooke that the dates for Exercise of Public Rights begin on Monday 3<sup>rd</sup> of June 2024 and end on Friday 12<sup>th</sup> July 2024, this was agreed upon unanimously.

**IAAP – 13/24 To review, amend, create and approve the Council's core documents**

**a) Council's Standing Orders**

The Council reviewed the Standing Orders of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the standing orders not be amended. This was agreed upon unanimously .

**b) Council's Code of Conduct**

The Council reviewed the Code of Conduct of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Code of Conduct not be amended. This was agreed upon unanimously.

**c) Council's Financial Regulations**

The Council reviewed its Financial Regulations. Cllr. Smith proposed and seconded Cllr. Ibbett that the Regulations not be amended. This was agreed upon unanimously.

**d) Council's Complaints Procedure**

The Council reviewed the Complaints Procedure of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Complaints Procedure not be amended. This was agreed upon unanimously.

**e) Council's Equal Opportunities and Diversity**

The Council reviewed the Equal Opportunities and Diversity Policy of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Equal Opportunities and Diversity Policy not be amended. This was agreed upon unanimously.

**f) Council's Privacy Policy**

The Council reviewed the Privacy Policy of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Privacy Policy not be amended. This was agreed upon unanimously.

**g) Council's Complaints Procedure**



The Council reviewed the Complaints Procedure of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Complaints Procedure not be amended. This was agreed upon unanimously.

#### **h) Council's Gifts and Hospitality Protocol**

The Council reviewed the Gifts and Hospitality Protocol of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett, the Gifts and Hospitality Protocol should not be amended. This was agreed upon unanimously.

#### **i) Council's Grant Awarding Policy**

The Council reviewed its Grant Awarding Policy. Cllr. Smith proposed and seconded Cllr. Ibbett that the Policy not be amended. This was agreed upon unanimously.

#### **j) Council's Data Protection Policy**

The Council reviewed the Data Protection Policy of the Council and it was proposed by Cllr. Smith and seconded by Cllr. Ibbett that the Data Protection Policy not be amended. This was agreed upon unanimously.

#### **k) Creation of New Policies**

No new policies were agreed to be created.

### **IAAP – 14/24 Correspondence:**

#### **a) Casual Vacancy**

In accordance with Local Elections (Parishes and Communities) Rules 1986 and Section 87 (2) of the Local Government Act 1972, the Clerk informed the Council that Amber Valley Borough Council had received no request for a by-election in order to fill the casual vacancy. The elections team have authorised the Parish Council to fill the vacancy by means of co-option.

It was proposed by Cllr. Smith and seconded by Cllr. Hempshall that the position be advertised to the public for co-option. This was agreed upon unanimously.

#### **b) Public Rights of Way Consultation**

The Council considered the consultation and elected to not comment.

### **IAAP –15/24 Items to be added (or carried forward) to the Agenda for the next meeting.**

The following items will be added or carried forward to the agenda of the next meeting:



- Cllr. Robert Tatler Memorial

**IAAP – 16/24 To approve the date and time of the next meeting**

The date of the next meeting will be 10<sup>th</sup> July 2024 at 19:00

**The Chairman declared the meeting closed at 20:46**

Chairman:

Signature: \_\_\_\_\_

DRAFT

