



# Ripley Town Council

6 Grosvenor Road Ripley DE5 3JF

Contact: Town Clerk and Responsible Finance Officer  
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## MINUTES of FINANCE AND MANAGEMENT COMMITTEE MEETING held on Tuesday 11<sup>th</sup> May 2024 at 5.00pm.

at Ripley Town Council Office, 6, Grosvenor Road, Ripley, DE5 3JF.

**In Attendance:** Cllr: P Lobley BEM (Chair), L Cox, T Holmes, D Williams and N Weaving.

**Also:** Jayne Simpson, Town Clerk, Hannah Curzon, Deputy Town Clerk.

**110624/1. To Receive Apologies for Absence –** Cllrs Allwood and Freeborn.

**110624/2. Variation of Order of Business -** None required.

**110624/3. Declaration of Members Interests –** None.

**110624/4. Public speaking –** None present.

**110624/5. To determine which additional items on any part of the Agenda should be taken with the public excluded.**

N/A.

**110624/6. The summary of Bank Balances and total monies held overall as at 30<sup>th</sup> April 2024 detailed below were NOTED.**

Co-op Current Account	£241,726
NS&I Reserve Account	£ 32,349
Co-op Mayors Account	£ 2,911
Derbyshire Community Bank	£ 15,000
Nationwide Building Society	£ 16,493
Unity Bank	£ 4,765
<b>Total</b>	<b>£313,244</b>

**110624/7. To consider any grant applications received, and charitable donations.**

It was **RESOLVED** to purchase a £50 Coop Voucher and donate it to the Summer Fair at Ripley Junior School.

**110624/8. To provide an update on progress with the Office move to Ripley Town Hall.**

Members were informed that a meeting with Paul Marshall-Day had been held to talk through the works planned for the former Cash Office which are to be paid for by AVBC, and the additional works requested by RTC. The clerk is awaiting a price for the additional works to be brought to a future meeting.

**110624/09. To confirm the solicitor appointed to represent Ripley Town Council in the preparation of a lease for the move to the former Cash Office at Ripley Town Hall.**

It was **RESOLVED** to recommend to Council that we engage with Ellis Fermor & Negus Solicitors at their Ripley Office for the work required in the preparation of the Lease for the move to the former Cash Office at Ripley Town Hall. Estimated cost is £1,248.00 plus VAT.

**110624/10. To provide an update on plans for Ripley Town Council to employ a Grounds and General Services Operative, and if appropriate make a recommendation to the Employment Committee.**

Members were advised that work on the sizing of this new role is completed. A meeting of the Employment Committee is scheduled for Thursday 11<sup>th</sup> July 2024, to discuss and agree the next steps in the recruitment process.

**110624/11. To seek approval of Quotation from Independent Memorial Inspection Company, to steam clean and repairs to the lettering where needed on the War Memorial at All Saints Churchyard, Church Street, Ripley at a cost of £1,800 plus VAT.**

It was agreed to defer this item to the next meeting whilst the other War Memorials in the township are priced and Funding sources are explored.

**110624/12. To seek approval for the quotation from AA Tree Surgeons Ltd, for two options of tree works at Porterhouse Road Play Area, Ripley at a cost of £275 + VAT and £825.00 + VAT.**

It was **RESOLVED** to recommend to Council the approval of the quotation totalling £275.00 plus VAT for immediate action and the quotation totalling £825.00 plus VAT to be carried at the end of the nesting season.

**110624/13. Discuss Finance/ Reports.**

The Finance Reports as at the 31.05.2024 were noted by all.

**110624/14. To confirm and agree Financial Payments for June 2024.**

The financial payments for June 2024 listed below were approved by all.

**June 2024 Payments**

Item Number	Method	Payee	Description	Net amount	VAT	Gross Amount
2016	BACS	Derbyshire ALC	Annual Subscription to DALC for 01/04/2024 – 31/03/2025.	£2,291.40	£0.00	£2,291.40
2017	BACS	Npower Business Solutions	Electricity Consumption – Christmas Lights 2024 Season.	£2,919.08	£153.64	£3,072.72
2018	BACS	Old Farm Bus CIC	Weekly Workshops	£1,560.00	£0.00	£1,560.00
2019	BACS	The Excavator	Civic Dinner – Total Bill	£800.00	£0.00	£800.00
2020	CARD	Brandon Hire Station	Hire of Portable Toilets for Outdoor Cinema Event.	£235.50	£47.10	£282.60
2021	BACS	Amber Valley Borough Council	Engraving of past Mayor's name for the Barrel Vault.	£33.00	£0.00	£33.00
2022	BACS	Ripley Recreation Ground Charity	Blend Youth Hub Sessions – April 2024	£120.00	£0.00	£120.00
2023	BACS	Old Farm Bus CIC	Weekly Workshops	£1,560.00	£0.00	£1,560.00
2024	CARD	Norton Lifelock Ltd	Norton 360 Deluxe – Annual Subscription	£89.99	£0.00	£89.99
2025	BACS	The Cob Stop	Buffet for RTC Mayor Making Event	£138.75	£27.75	£166.50
2026	CARD	Pretty Swish Ltd	Gift Voucher – Retiring Mayors Consort	£20.00	£0.00	£20.00
2027	CARD	SLCC Enterprises Ltd	Qualification Training Course – ILCA – England	£144.00	£0.00	£144.00
2028	BACS	Hannah Curzon	Reimbursement – Mayor's Photobook	£25.32	£0.00	£25.32
2029	BACS	Deborah Stanton	Refund of Stall Fee – Spring Market	£50.00	£0.00	£50.00
2030	BACS	Old Farm Bus CIC	Weekly Workshops	£1,560.00	£0.00	£1,560.00
2031	BACS	The National Leaflet Company	Newsletter Delivery Charges	£1,061.30	£211.63	£1,272.93
2032	BACS	UK Event Medix Ltd	Event first aid cover – Spring Market	£110.00	£0.00	£110.00

2033	BACS	H J Simpson	Reimbursement – Cash withdrawal – Returned Bonds – Spring Market	£250.00	£0.00	£250.00
2034	BACS	P.J.L. Amusements	Fairground Rides – Spring Market	£800.00	£0.00	£800.00
2035	BACS	Cheerful Chops – Helen Tennant	Face Painting – Spring Market	£300.00	£0.00	£300.00
2036	CARD	Sainsbury's	Refreshments for Mayor Making Event	£101.48	£0.00	£101.48
2037	DD	It'seeze – Spoton.net	Website Monthly Charges	£45.00	£9.00	£54.00
2038	DD	Unicom Ltd	Office Telephone and Broadband monthly charges	£90.81	£18.16	£108.97
2039	BACS	Mr Shaun Hogg	Refund of Civic Dinner Charge – cancellation	£25.00	£0.00	£25.00
2040	BACS	PDP Storybook Characters	Characters for Spring Market.	£290.00	£0.00	£290.00
2041	BACS	Glen Freeman & A Mills	RTC Office Monthly Rental	£950.00	£0.00	£950.00
2042	BACS	Mrs Amina Burslem	Reimbursement – Gift for Retiring Vicar of All Saints Church, Ripley	£36.63	£7.32	£43.95
2043	BACS	Rialtas Business Solutions Ltd	Year End 2024 – Closedown Gold Scheme	£1,650.00	£330.00	£1,980.00
2044	BACS	Old Farm Bus CIC	Weekly Workshops	£1,560.00	£0.00	£1,560.00
2045	DD	WaterPlus Ltd	Water Bill – Heage Public Toilets	£45.80	£0.00	£45.80
2046	DD	WaterPlus Ltd	Water Bill – RTC Office	£26.62	£0.00	£26.62
2047	BACS	Daryl Hemsell	Playground Inspections – Porterhouse Rd & Cedar Ave	£80.00	£0.00	£80.00
2048	BACS	Shed Grounds Maintenance Ltd	Grounds Maintenance – Play areas x 2	£100.70	£20.14	£120.84
2049	BACS	KeptKleen Ltd	Ripley Greenway Empty Litter Bins	£300.00	£60.00	£360.00
2050	BACS	KeptKleen Ltd	Cleaning – Ripley Market Place Public Toilets	£540.00	£108.00	£648.00
2051	BACS	KeptKleen Ltd	Cleaning – Heage Public Toilets	£540.00	£108.00	£648.00
2052	BACS	KeptKleen Ltd	Cleaning – RTC Office	£136.00	£27.20	£163.20
2053	BACS	KeptKleen Ltd	Empty Bins – Maple Avenue	£140.00	£28.00	£168.00
2054	BACS	CSE Crosscom Ltd	Motorola PMR446 Walkie Talkies x 8	£377.00	£75.40	£452.40
2055	BACS	DCC – LGPS	Pension Contributions – May 2024	£2,536.30	£0.00	£2,536.30
2056	BACS	HMRC	PAYE & NI Contributions – May 2024	£2,497.55	£0.00	£2,497.55
2057	BACS	Total Salaries	Total Salaries – May 2024	£7,640.64	£0.00	£7,640.64
2058	Trans	RTC Mayor's Account	2024/2025 Mayor's Allowance	£2,600.00	£0.00	£2,600.00
2059	Trans	Ripley Recreation Ground Charity	Election 02.05.2024 – Room Hire Income paid into wrong account by AVBC	£240.00	£0.00	£240.00
2060	BACS	Old Farm Bus CIC	Weekly workshops	£1,560.00	£0.00	£1,560.00
				<b>£38,177.87</b>	<b>£1,231.34</b>	<b>£39,409.21</b>
		<b>Income</b>	Election 02.05.2024 – Room Hire Income paid into RTC Account in Error (to be transferred to Charity A/C			£240.00
			Allotment Income			£30.00
			Spring Market Stalls			£460.00
			<b>Total</b>			<b>£730.00</b>

110624/15. Closed Meeting at 5.21pm.

**The next Ripley Town Council Full Council Meeting will be held on Tuesday 18<sup>th</sup> June 2024 at 7.00pm in the Council Chamber, Ripley Town Hall.**

Signed.....

Date.....