

Minutes of a Meeting of Codnor Parish Council

held at Community Sports Pavilion, Goose Lane

on 12 January 2026

Present.

Councillors C Cox, C Emmas-Williams, M Hibbard, M Howard, C Neale, M Neale, E Pearce, S Robinson and P Smith.

Also Present

A Sharpe (Clerk) and 3 Members of the public.

1/26 To receive apologies for absence

None.

2/26 Declaration of Members Interests

Councillor Emmas-Williams declared an interest as he was a member of the Planning Board at Amber Valley Borough Council.

3/26 Dispensations

None.

4/26 Public Speaking

Councillor Pearce raised concerns regarding the process and financial arrangements for the proposed land transfer from Peveril Homes. Issues included the rationale for the financial split between Codnor Parish Council and Codnor Sports Charitable Trust, whether funds would be ring-fenced for land maintenance, long-term implications if the junior football club ceases to operate, and the absence of Finance Committee involvement in negotiations. Concerns were also raised about potential conflicts of interest arising from the Leader of the Council's role as a Trustee of the Codnor Sports Charitable Trust and his involvement in the negotiations. Council Members discussed the matters and noted his concerns.

County Councillor Furness briefed the Council on his work in the community relating to the repairs of potholes and speed monitoring on High Street together with other initiatives being addressed by DCC.

At the Borough Council the District review of Town/Parish Boundaries had been completed.

5/26 Minutes

RESOLVED that the minutes of the Meeting held 8 December 2026 be approved as a true record and signed by the chairman.

6/26 To determine which items, if any, of the Agenda should be taken with the public excluded

RESOLVED that no items be considered with the press and public excluded.

7/26 Chairman's announcements

The Chairman referred to the recent inclement weather at the weekend and thanked those who helped on Glasshouse Hill. In particular the Go Local Store that stayed open until after midnight providing hot drinks to volunteers. He also thanked St James Church for the hospitality at the Carol Service in December 2025.

8/26 Leaders Report

No report.

9/26 Environmental Matters

None.

10/26 Items for Decision

(a) Carols at the Church

To note that £147.14 was collected for Children in need and this years event will be held on 15 December 2026. County Councillor D Furness offered a donation of a further £100.

(b) Financial Risk assessment and Internal Control Policy

RESOLVED that the Financial Risk Assessment and Internal Control Policy be approved.

Financial Risk Assessment and Internal Control Policy

This policy focuses on the means by which the Council will address its responsibility for Internal Control.

Scope of Responsibility

Codnor Parish Council is a local authority funded by public money and is responsible for ensuring its business is conducted in accordance with the law and proper standards and that public money is safeguarded, properly accounted for, used economically, efficiently, and effectively.

In meeting this responsibility assurance is required that there is a sound system of internal control and that the Council's accountability framework is 'risk based: proportionate to that risk and to the amounts of public money involved and the stakeholders' need for assurance.

The Purpose of the System of Internal Control

The system of internal control is designed to ensure that risks are managed to a reasonable and acceptable level forming part of an ongoing process design to identify and prioritise the risks to the authority's policies, aims and objectives and to evaluate and manage those risks accordingly.

The Internal Control Environment

The Council:

- Appoint a Clerk. The Clerk is the Proper Officer providing guidance to Council and is responsible for the day to day management of staff and services, advising on compliance with laws and regulations, managing risks and ensures that Council adheres to its procedures, control systems and policies (Local Government Act 1972, Section 112)
- Appoint a Responsible Financial Officer. The Responsible Financial Officer (RFO) acts under the policy direction of the Council and effectively manages and monitors the Council's finances on a day to day basis, and ensures that its accounts and administrative procedures comply with the requirements of Accounts and Audit and other relevant regulations (Local Government Act 1972, Section 151)
- Appoints a Chairman to be responsible for the smooth running of meetings and ensuring that all Council decisions are lawful with the Clerk's advice
- Reviews its obligations and objectives and approves budgets for the following at a meeting held between November and January. This meeting also approves the level of precept for the following financial year
- All councils are required by law to meet on a minimum of four times per year, including the Annual meeting. Many councils will meet on more occasions than this and the Council aspire to meet regularly throughout the year (between 8 – 12 times)

Finance:

- Salaries are paid to agree with that approved by the Council
- Payroll is outsourced.
- Payments are reported to the Council for approval
- Receipts are reported to the Council

Risk Assessments

- Are carried out in respect of actions, systems and controls are regularly reviewed

Internal Audit

- Is carried out by an Independent Auditor, who reports to the Council on the adequacy of its records, procedures, systems, internal controls, regulations, and risk management reviews

Standing Orders

- Have been adopted by the Council and are reviewed as necessary.

Financial Regulations

- Have been adopted by the Council and are reviewed periodically or when a trigger for change necessitates

V.A.T.

- V.A.T. Payments are identified, recorded, and reclaimed on a 12 monthly basis

Asset Register

- The Council maintains a register of all material assets owned or in its care
- The Clerk to update as and when necessary and to be approved annually

Insurance

- The Council's insurance provision is reviewed at the end of each contract period both in relation to its schedule of cover and also its value for money

11/26 Finance

(a) **Accounts for Payment.**

24/12/25	Direct Debit (GOCARDLESS) • WLRACCOUNTIN-ADTZR	-92.40	54,346.83
Friday 19th December 2025			54,439.23
19/12/25	B/P to: Mr A Sharpe • BACK PAY	-187.79	54,439.23
19/12/25	B/P to: DL Hemsell • BACKPAY	-150.09	54,627.02
19/12/25	B/P to: G Green/Tudor • 251205	-26.89	54,777.11
19/12/25	B/P to: Mr A Sharpe • CAROL FIRST AID	-150.00	54,804.00
Tuesday 16th December 2025			54,954.00
16/12/25	B/P to: DL Hemsell • CPC SALARY	-1,415.96	54,954.00
16/12/25	B/P to: HMRC Cumbernauld • 120PK00511204	-174.09	56,369.96
16/12/25	B/P to: Mr A Sharpe • SALARY	-800.00	56,544.05
Friday 12th December 2025			57,344.05
12/12/25	B/P to: Page Whelan • CODNOR	-45.60	57,344.05
12/12/25	B/P to: Chestnut Con • 5035	-576.00	57,389.65
Monday 8th December 2025			57,965.65
08/12/25	B/P to: Mr A Sharpe • WORK COAT FOR DH	-29.95	57,965.65
08/12/25	B/P to: keptkleen • 3012	-120.00	57,995.60
Wednesday 3rd December 2025			58,115.60
03/12/25	B/P to: Beauchief ESU • BONFIRE	-250.00	58,115.60
03/12/25	B/P to: St James • CAROLS BUFFET	-50.00	58,365.60

RESOLVED to approve the list of payments.

(b) **Draft Budget and Precept 2026/27**

RESOLVED to approve the budget and Precept of £87500 for 2026/27.

CODNOR PARISH COUNCIL BUDGET SETTING 2026/27

<u>INCOME</u>	Budget 2025/26	End of Year Estimated	Suggested budget
Precept	£ 84,600.00	£ 84,600.00	£ 87,500.00
Interest	£ 150.00	£ 500.00	£ 650.00
Other	£ 1,500.00	£ 2,000.00	£ 1,500.00
VAT reclaim	£ 6,000.00	£ 6,500.00	£ 7,000.00
Required Transfer from Balances	£ 3,350.00	£ 4,900.00	£ 3,000.00
Total	£ 95,600.00	£ 98,500.00	£ 99,650.00

<u>EXPENDITURE</u>	Precept/Budget 2025/26	End of Year Estimated	Suggested budget
Donations	-£ 1,200.00	-£ 1,000.00	-£ 1,000.00
Training/Subs	-£ 1,000.00	-£ 1,300.00	-£ 300.00
Staff	-£ 33,000.00	-£ 33,000.00	-£ 34,000.00
Post/Admin/Print/Stat	-£ 1,000.00	-£ 1,300.00	-£ 300.00
Bank Chg	-£ 100.00	-£ 100.00	-£ 100.00
Ins/Audit	-£ 2,500.00	-£ 2,500.00	-£ 2,600.00
Room Hire	-£ 200.00	-£ 200.00	-£ 250.00
Christmas	-£ 24,000.00	-£ 25,000.00	-£ 25,000.00
Chairs Allow/ Civic	-£ 1,000.00	-£ 600.00	-£ 600.00
Clock Bldg and Utilities	-£ 3,500.00	-£ 4,000.00	-£ 4,000.00
Allots/Car Parks/ Environment	-£ 12,000.00	-£ 12,000.00	-£ 13,000.00
Public Open Space / Play Area	-£ 6,000.00	-£ 7,000.00	-£ 7,000.00
Dog Bags	-£ 1,300.00	-£ 1,200.00	-£ 1,200.00
Defibrillator Costs	-£ 300.00	-£ 300.00	-£ 300.00
Misc/Cont	-£ 2,500.00	-£ 3,000.00	-£ 3,000.00
VAT	-£ 6,000.00	-£ 6,000.00	-£ 7,000.00
Total	-£ 95,600.00	-£ 98,500.00	-£ 99,650.00

2026/27 Christmas £17000 Bonfire £8000 = £25000

12/26 Planning and Licensing

Council noted the recently determined applications and in terms of the following application **SUPPORTED** all of the recommended conditions.

[AVA/2025/0848](#)

Land At Rear Of 1 The Orchard, The Orchard, Codnor, Ripley, Derbyshire, ,
Outline application for a proposed new dwelling

RESOLVED to note the applications.

13/26 Date of next meeting

9 February 2026.