

# Shirebrook

## Town Council

Minutes of the **Full Council** meeting of **Shirebrook Town Council**  
held at **7:00pm** on **Wednesday** the **24<sup>th</sup>** of **June 2024**  
at **Shirebrook Town Hall, 209 Station Road, Shirebrook, NG20 8AF.**

**PRESENT**

Cllr. P Chapman	Cllr. B Murray-Carr
Cllr. T Chapman	Cllr. D Smith
Cllr. S Cheeseman	Cllr. N Smith
Cllr. F Gobey	Cllr. M Stockdale
Cllr. P Harford	Cllr. J Wilson
Cllr. J Lewis	

Mrs J Jeffery - TOWN CLERK & RFO

**IN ATTENDANCE:** Members of the public (0)  
Miss S Stevenson – MINUTE CLERK

**IN THE ABSENCE OF THE CHAIRMAN THE VICE CHAIRMAN CLLR. HARFORD TOOK THE CHAIR**

**2024/084 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.**

Apologies had been received or were tendered on behalf of;

Cllr. S Brooks  
Cllr. C Dale  
Cllr. S Fritchley  
Cllr. C Kane  
Cllr. V Kirby

**RESOLVED: That the apologies and reasons for absence be approved.**

**2024/085 TO RECEIVE DECLARATIONS OF INTERESTS.**

There were no declarations of interests tendered to the meeting.

Cllr. Harford drew the attention of Elected Members to the excerpt of the standing orders that had been included on the agenda relating to behaviour at meetings.

**2024/086 TO REVIEW AND APPROVE FINANCIAL INFORMATION**

- a. TO REVIEW AND APPROVE ANNUAL INTERNAL AUDIT REPORT 2023/24.**

**RESOLVED: To note the Annual Internal Auditor's report**

- b. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24 FORM 3 - SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2023/24.**

The Clerk was thanked for the preparation of all the necessary documents and providing accurate accounting.

**RESOLVED: To approve the Annual Governance and Accountability Return 2023/24 Form 3 - Section 1 - Annual Governance Statement 2023/24.**

- c. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24 FORM 3 - SECTION 2 - ACCOUNTING STATEMENTS 2023/24.**

**RESOLVED: To approve the Annual Governance and Accountability Return 2023/24 Form 3 - Section 2 - Accounting Statements 2023/24.**

- d. TO REVIEW AND APPROVE THE NOTIFICATION OF THE PUBLIC RIGHTS AND PUBLICATION OF THE UNAUDITED ACCOUNTS 2023/2024.**

It was noted that the information was available on the Town Council website.

**RESOLVED: To approve the Notification of the Public Rights and Publication of the Unaudited Accounts 2023/2024.**

**2024/087 CONFIDENTIAL ITEMS/S – EXCLUSION OF THE PRESS & PUBLIC**

**Exclusion of public**

Due to the confidential nature of the business to be transacted it is advisable, in the public interest, that the public and press be instructed to withdraw from the meeting.

**RESOLVED: That in view of the confidential nature of the items to be discussed, Members passed the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government (Access to Information) Act, Part 1, paragraphs 11, (due to sensitive nature of the issues being discussed).**

**2024/088 PERSONNEL MATTERS.**

**a. TO RECEIVE UPDATES ON PERSONNEL MATTER AND DECIDE ACTION.**

**i. RELATING TO INJURED EMPLOYEE.**

The Vice Chairman informed the meeting that the Chairman was dealing with the matter directly and in his absence any discussion should be deferred.

Discussion did continue however and there was some confusion as to when certain matters relating to payroll had been decided.

It was confirmed by other Elected Members that the decision had been voted on at a special meeting.

- Subsequently confirmed as a meeting held on the 19<sup>th</sup> of September 2023, the minutes for which were approved at the meeting held on the 11<sup>th</sup> of October 2023 at which both Elected Members who were querying the decision were present.

As discussion further continued the Town Clerk asked to be excused from the meeting as the matters which were being discussed included an ongoing issue involving and affecting her personally and she felt that she was unprotected. She stated her further involvement should be supported by her own union representative.

After the Town Clerk left the meeting, it was agreed to call an additional meeting to discuss the matter.

**2024/089 TO APPROVE THE DATE OF THE NEXT MEETING OF THE TOWN COUNCIL.**

The date for the next Ordinary Meeting of the Town Council is set as the 14<sup>th</sup> of August 2024, in accordance with the approved meeting schedule.

**THE MEETING CONCLUDED AT 19:55 HRS.**

**SIGNED:** \_\_\_\_\_ CHAIRMAN

**DATE:** \_\_\_\_\_