

Eyam Parish Council

Email: eyamparishcouncil@gmail.com

Website: www.eyamparishcouncil.com

Approved minutes of Eyam Parish Council held on Monday 27th February 2023 at 7.30pm in the Mechanics Institute.

Amendments to the minutes, agreed at the meeting held on 27th March 2023, are highlighted in red.

Councillors present: Cllrs, Chris Mason (Chair), Mano Belivanis, Marie Brown, Mark Noble, John Plant and Peter Silley.

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman), PCSO Anthony Boswell and 11 members of the public.

Item		Action by
0223/1 Apologies	Apologies were received from Cllrs Ian Jackson, Leslie Spittle and Jeremy Wright. Apologies were also received from Cllrs Alasdair Sutton (DCC) and Cllr Peter O'Brien (DDDC).	
0223/2 Variation of business	Cllr Mason proposed that agenda item 0223/10 (Washroom services) be considered immediately after agenda item 0223/5 (Public speaking) . This would allow the Handyman to have an input in the discussions.	
0223/3 Declaration of Interests	Cllr Plant declared a personal interest in item 0223/11 (DALC subscriptions) as a member of DALC's Executive Committee.	
0223/4 Public speaking	- Members of the public raised numerous concerns over the Parish Council's plans to carry out a review of parking restrictions in Eyam. Residents asked for clarification on the process and what the Parish Council intended to do. Many were anxious about the impact that further restrictions might have on parking outside their homes and in other parts of the village. Others pointed out the need to better direct visitors to the free car park to help reduce congestion, improve parking for residents and make the roads safer. The idea of a 'Residents Parking Scheme' was also put forward. Councillors and the Clerk explained that no decisions had yet been taken and no new restrictions agreed. The Councillors went on to inform the public that DCC are due to carry out their own review of parking restriction and that they had asked the Parish Council to put together their own proposals in consultation with residents. It was made clear that proposals put forward by the Parish Council would [insert: hopefully] ensure that DCC does not put in place unwanted and unworkable restrictions. Councillors have recently had a walk-through the village together to look at parking concerns and have put together draft proposals. These are to be considered and agreed later in the evening's agenda. The plans would then be put to the parishioners in a village-wide consultation. The feedback would then be used to amend the proposals before submitting them to DCC. The Clerk informed residents that as soon as a consensus has been reached by the Parish Council, the draft proposals and details about the consultation will be published on the Parish Council website. Councillors also agreed that there was a need for better signage to the free car park and that a 'Residents Parking Scheme' should be investigated. - Members of the public raised frustration and concern over a car parked at Townhead which displays a sign in its window that is hostile to holiday lets.	

	The general feeling was that the sign reflected badly on the community and was unwelcoming to visitors. Agreed: The Clerk to write to the owner of the vehicle on behalf of the Parish council to ask that the sign be removed.	Clerk
0223/5 Handyman's report	The Handyman reported that everything was fine in the village. Since the last meeting he has filled in a deep hole in the grass verge on Hawkhill Road which was a hazard to pedestrians.	
0223/6 Approval of minutes	On the motion of Cllr Brown, seconded by Cllr Noble, it was agreed: The minutes of the meeting held on Monday 30th January 2023 are accepted as true record. The minutes were signed by the Chair.	
0223/7 Motion – Housing Allocations Policy	Councillors considered the following motion: <i>This Parish Council requests that the Head of Housing at Derbyshire Dales District Council undertakes a review of housing allocation policies and considers the following:</i> <i>Eyam Parish Council believes that social housing should be prioritised for local needs and local people. Residents living in the immediate community should be given first preference when allocating affordable housing.</i> <i>There are several housing associations providing affordable homes of various ages in Eyam. This has led to a mixture of allocation policies being attached to the affordable homes available in the village. This creates an unfair playing field that gives a greater or lesser advantage to local people bidding through Home Options to secure a home.</i> <i>Eyam Parish Council believes that all social housing in Eyam should have the same allocation policies regardless of age or provider. This will ensure that everyone is treated fairly and equally when in need of housing.</i> <i>Eyam Parish Council believes that the 'Peak Park Occupancy Clause' is the allocation policy best placed to deliver fairness. It will guarantee that local and existing residents are given priority to acquire a home in their village and the chance to remain a part of their community.</i> On the motion of Cllr Plant, seconded by Cllr Silley, the motion was carried unanimously. Action: The Clerk to write to the Head of Housing at Derbyshire Dales District Council to inform him of the motion and Councillors' wishes to prioritise housing for local people. The letter is to be copied to the PDNPA and Platform Housing.	Clerk
0223/8 Clerk's report	The Clerk reported the following items are ongoing and further updates will be given at the next meeting: Washroom services and hand-dryers: The Clerk reported that he has explored several options for replacing the hand-dryers in the toilets. These were considered under agenda item 0223/10 (Washroom services). Parking Review: This item was considered under agenda item 0223/9 (Parking review). New information board: The Clerk is still awaiting a quote for the new stand. In the meantime, the Clerk is asking for quotes from alternative suppliers. Reroofing of the Market Hall: No more quotes have been received. Action: The Clerk to re-advertise the tender notice through the Parish Magazine and the 'Eyam Village Community & Events' Facebook page.	Clerk

	- Road sweeping: Councillors informed the Clerk that DDDC have not returned to complete the sweeping of roads and pavements. Action: The Clerk to chase-up the above matter with DDDC. The following items are now complete and/or no further action is required: - Toilet door sign: A sign has now been purchased/produced by the Clerk and has been given to the Handyman to install. - Dog waste bin on New Road: DDDC have installed a new larger bin on New Road, back in its original location – as requested by residents living nearby.	Clerk
0223/9 Parking review	Councillors considered and discussed the views put forward by parishioners during the open public session. They also discussed the village walk-through and the parking concerns that they encountered. Councillors agreed that it was a worthwhile exercise and helped to better understand the issues. Cllr Brown had noted all the agreed restrictions and Cllr Plant had transferred these onto a map of Eyam. The map was handed to the Clerk. On the motion of Cllr Plant, seconded by Cllr Mason, it was agreed: The Parish Council's proposals for parking restrictions are to be displayed on the Parish Council website and residents be invited to make comments and suggest amendments. The consultation period is to last for 2 weeks. The draft text for the website is to be circulated to Councillors for approval – prior to being published. As part of the review, the Parish Council will also look at better signage to the free car park and contact DCC about the feasibility of a 'Residents' Parking Scheme'.	Clerk
0223/10 Washroom services	Following the decision by Initial to remove the hand-dryers from the toilets in July 2023, the Clerk was under instruction to investigate alternative options. The Clerk presented the following alternatives to Councillors: 1. Continue with the current contract with Initial but replace the hand-dryers with paper towel dispensers. 2. Continue with current contract with Initial but replace the hand-dryers with linen roller towel dispensers. 3. Retain all aspects of the current Initial washroom services but replace their hand-dryers with the Parish Council's own. 4. Change the supplier of washroom services (PHS have provided an annual quote of £4,952 - £1,476 higher than the current contract with Initial for a like-for-like service). On the motion of Cllr Plant, seconded by Cllr Belivanis, it was agreed: The Parish Council is to pursue option 3. The Clerk is to publish a tender notice inviting quotes from reputable electricians for the supply and fitting of 3 hand-dryers in the public toilets.	Clerk
0223/11 DALC subscriptions	The Clerk reported that the 2023/24 Annual Subscription to DALC was £328.52 with an optional Enhanced Training Fee of £175.00. On the motion of Cllr Mason, seconded by Cllr Silley, it was agreed: To make a payment of £503.52 to DALC for both the 2023/24 Annual Subscription and the Enhanced Training Fee.	
0223/12 Village reports	All matters relating to this item were covered elsewhere in the meeting.	

0223/13 Finance	i. Approval of payments On the motion of Cllr Mason, seconded by Cllr Noble, the following payments were agreed: <table border="0"> <thead> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Clerk and Handyman</td><td>Salary & pensions (December 2022)</td><td>£ 1,709.02</td></tr> <tr> <td>Clerk</td><td>Expenses (stamps & sign frame)</td><td>£13.69</td></tr> <tr> <td>HMRC</td><td>PAYEE tax</td><td>£279.77 (DD)</td></tr> <tr> <td>Ann Harrison</td><td>Toilet cleaning (November 2022)</td><td>£303.18</td></tr> <tr> <td>DALC</td><td>Annual subscription & training fee</td><td>£503.52</td></tr> <tr> <td>EDF</td><td>Market Hall electricity</td><td>£5.00</td></tr> </tbody> </table> ii. Income received The following income was noted: <table border="0"> <thead> <tr> <th>From:</th><th>Item of income:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Car park honesty box</td><td>Donations</td><td>Undisclosed *</td></tr> <tr> <td>Toilets honest box</td><td>Donations</td><td>Undisclosed *</td></tr> </tbody> </table> iii. Budget and accounts monitoring The budget and January banking reconciliation were circulated to members - see Appendix 0223/A1. <u>Noted:</u> The budget and accounts were accepted as valid and correct.	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salary & pensions (December 2022)	£ 1,709.02	Clerk	Expenses (stamps & sign frame)	£13.69	HMRC	PAYEE tax	£279.77 (DD)	Ann Harrison	Toilet cleaning (November 2022)	£303.18	DALC	Annual subscription & training fee	£503.52	EDF	Market Hall electricity	£5.00	From:	Item of income:	Amount:	Car park honesty box	Donations	Undisclosed *	Toilets honest box	Donations	Undisclosed *	
Payee:	Item of expenditure:	Amount:																														
Clerk and Handyman	Salary & pensions (December 2022)	£ 1,709.02																														
Clerk	Expenses (stamps & sign frame)	£13.69																														
HMRC	PAYEE tax	£279.77 (DD)																														
Ann Harrison	Toilet cleaning (November 2022)	£303.18																														
DALC	Annual subscription & training fee	£503.52																														
EDF	Market Hall electricity	£5.00																														
From:	Item of income:	Amount:																														
Car park honesty box	Donations	Undisclosed *																														
Toilets honest box	Donations	Undisclosed *																														
0223/14 Planning	i. Response to recent planning applications - NP/DDD/0618/0562 – Ivy Cottage, Lydgate, Eyam (S.73 application for the removal of variation of condition 3 – opening hours/days on NP/DDD/0618/0562) On the motion of Cllr Plant, seconded by Cllr Noble, it was agreed that the following response be submitted to the PDNPA: Eyam Parish Council objects to application NP/DDD/0618/0562 for the following reasons: • Any extension to the opening hours of the business would have a significant and detrimental impact on neighbouring properties and their privacy. • The extension of business hours would add to the growing commercialisation of what is a residential area. • An extension of business hours would lead to an increase in vehicles and parking. This part of Eyam is already busy and has limited parking. - NP/DDD/0223/0143 – Spring House, Little Edge, Eyam (Install a replica tiled extension to the rear of the property) <u>Agreed:</u> No objections ii. PDNPA decisions on recent planning applications - NP/DDD/1122/1354 – Robin Hill, Water Lane, Eyam (Internal remodelling, side and rear extension with garden terrace) <u>Decision:</u> Granted with conditions - NP/DDD/1222/1561 – Edge Cottage, Hawkhill Road, Eyam (Tow-storey side extension to existing end terrace dwelling and new rear kitchen extension to replace existing extension) <u>Decision:</u> Granted with conditions																															

0223/16 Correspondence	The following correspondence were considered and received: - DALC – Newsletter (February 2023) - PDNPA – Bold ambitions for Peak District transport - PDNPA – Planning Appeal Notice (Damson Trees, Tideswell Lane, Eyam) - DCC – Community News (February 2023 – issue 1) - DDDC – Voter ID at May local elections - DDDC – Consultation on second home council tax premium - Castleton Historical Society – Threatened closure of visitor centre & museum - DCC – Community News (February 2023 – issue 2) - PDNPA – Parish Member elections - PPPF – Parish Member elections	
0223/17 Items for the next agenda	- Training/refresher training for the new Parish Council in May	
0223/18 Next meeting	Agreed: The next meeting of EPC is to be held on Monday 27 th February [Insert: March] 2023 at 7.30pm in the Mechanics Institute.	

The meeting closed at 9.50pm

EPC – Eyam Parish Council

DDDC – Derbyshire Dales District Council

DALC – Derbyshire Association of Local Councils

PDNPA – Peak District National Park Authority

DCC – Derbyshire County Council

PPPF – Peak Park Parishes Forum

* Item not for disclosure on public documents. Please contact the clerk for details.

Appendix 0223/A1
Finance

Budget 2022/23 - including payments for approval on Monday 27th February 2023

Eyam Parish Council 2022/23 - Income and Expenditure			
Category of expenditure	Actual	Budget	Variance
Staff and wages	£ 21,922.29	£ 25,500.00	£ 3,577.71
Payroll admin	£ 132.00	£ 200.00	£ 68.00
Misc. staff expenses	£ 64.76	£ 550.00	£ 485.24
Insurance	£ 917.40	£ 900.00	-£ 17.40
Printing/advertising	£ -	£ 150.00	£ 150.00
Postage, phone stationery	£ 21.11	£ 100.00	£ 78.89
IT	£ 15.00	£ 250.00	£ 235.00
Room hire & Zoom	£ 80.50	£ 200.00	£ 119.50
Subscriptions	£ 328.52	£ 400.00	£ 71.48
Audit	£ 420.00	£ 450.00	£ 30.00
Bank Charges	£ 120.00	£ 130.00	£ 10.00
PWLB loan repayments	£ 6,359.86	£ 6,360.00	£ 0.14
General admin	£ 35.00	£ 150.00	£ 115.00
Training	£ 15.00	£ 500.00	£ 485.00
Cleaning	£ 3,043.65	£ 2,500.00	-£ 543.65
Toilet equipment and supplies	£ 3,463.86	£ 1,700.00	-£ 1,763.86
Market Hall electricity	£ 151.00	£ 500.00	£ 349.00
Defibrillator maintenance	£ -	£ 260.00	£ 260.00
Footpaths	£ -	£ 300.00	£ 300.00
CCTV	£ 366.96	£ 1,000.00	£ 633.04
Other outdoor costs	£ 1,075.33	£ 2,000.00	£ 924.67
Donations	£ 1,575.00	£ 1,200.00	-£ 375.00
Total expenditure:	£ 40,107.24	£45,300.00	£ 5,192.76
Precept	£ 43,262.00		
Car park donations	£ 6,105.52		
Public toilet donations	£ 1,394.52		
Mompesson's Well donations	£ 142.68		
Co-Operative Bank (Shares)	£ 3.28		
Co-Op Reserve Acc. (Interest)	£ 91.74		
Stephen Mansfield (NEST)	£ 364.19		
Platinum Jubilee Grant (DDDC)	£ 500.00		
Rentokil Initial (Credit note)	£ 538.33		
NEST refund	£ 684.66		
Total income:	£ 53,086.92		
Balance 2022/23:	£ 12,979.68		

Banking Reconciliation (January 2023) – as of Monday 25th February 2024

Banking Reconciliation - January 2023			
Completed on 25/02/2023			
Cash Book		Bank	
Balance from 2021-22	£ 46,231.60	Current account balance	£ 2,500.00
Amendment to YE Cashbook 2021/22*	£ 10.50	Reserve Account balance	£ 64,608.21
Plus receipts	£ 52,873.68	Plus unrepresented receipts	£ -
Less payments	£ 37,468.06	Less unrepresented cheques/payments 2022/2023	£ 6,406.86
Less VAT paid	£ 981.37	Less unrepresented cheque (923) from 2021/22	£ 35.00
	£ 60,666.35		£ 60,666.35

*Cheque 923 issued for £34.50 but payment was recorded in 2021-22 cash book as £45.00 (£10.50 uplift needed to 21/22 YE balance)