

Eyam Parish Council

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

Councillors present: Cllrs, Ian Jackson (Chair), Chris Mason (Vice-Chair), Mano Belivanis, Marie Brown, Mark Noble, John Plant, Peter Silley and Leslie Spittle.

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman), Cllr Peter O'Brien (DDDC) and 5 members of the public.

Item		Action by
0323/1 Apologies	Apologies were received from Cllr Jeremy Wright.	
0323/2 Variation of business	None.	
0323/3 Declaration of Interests	None.	
0323/4 Public speaking	- A member of the public asked if the Parish Council had any involvement in the recent media coverage about the number of holiday lets in Eyam and the impact this was having on the community. Cllr Jackson made it clear that the Parish Council was not involved, nor did they have any prior knowledge of the article before it was published. Cllr Noble, who featured in the article, made it clear that his comments were his own and not those of the Parish Council. - A local resident raised concern over the number of holidaymakers and visitors leaving cars parked outside residential properties and on double yellow lines for several days. Cllr Jackson said that these issues would be considered as part of the Parking Review and residents would be consulted in the coming months. - Cllr Peter O'Brien (DDDC) told the meeting that he had been contacted by a journalist regarding the article mentioned above. He went on to say that too many holiday lets could have a negative impact on local people and that there needed to be a balance between the number of residential homes and holiday lets. - Cllr O'Brien reported that DDDC agreed to double the rate of council tax on second homes. At a recent meeting of the Full Council he put forward an amendment which would ensure that funds raised from such a scheme would be used to fund new affordable housing, but it was voted down. - Cllr O'Brien informed the meeting that the Leader of Derbyshire Dales District Council has resigned. - Cllr O'Brien said that he was aware of damage caused to the verges on Roman Road. He has made enquiries with DCC and has since found out that the works were authorised by mistake. DCC are now responsible for reinstating the verges and clearing-up the mess.	
0323/5 Handyman's report	The Handyman reported the following: - The Parish Council's snow gritter has worn out after several years of service. A replacement will be needed before the next winter. Action: The Handyman is to look at costs and report back.	Handyman

	- Repairs to the car park have started, but due to cars racing on the car park in the early hours of the morning, no further works will be carried out until the matter is dealt with. Action: The Clerk to report the racing cars to PCSO Anthony Boswell and provide times and dates of when they have taken place. The Clerk is to ask that the police patrol vehicle monitors the car park when passing through Eyam. The police are to be made aware that CCTV images are available on request. - The hole in the grass verge at the entrance to the car park has increased in size and the soil used to fill it several weeks ago has sunk. The hole is now full of water and is a serious safety concern. Action: The Handyman is to make the area safe and investigate permanent solutions. - A slate is missing on the roof of the toilet block. Action: The Clerk to report the missing slate to DDDC for repairs. - A cistern in the ladies' toilet is faulty and needs replacing. It was not clear if this was the responsibility of EPC or DDDC. Action: The Clerk to contact DDDC to clarify who is responsible for carrying out the repair.	Clerk Handyman Clerk Clerk
0323/6 Approval of minutes	The following 2 amendments were suggested to minutes of the previous meeting: 1. 0223/4 Public Speaking: The word 'hopefully' be inserted to remove any expectation that the proposals put forward by EPC in the parking review would have to be accepted by DCC. 2. 0223/18 Next meeting: The date of the next meeting read incorrectly. The word 'February' was deleted and replaced with 'March'. On the motion of Cllr Mason, seconded by Cllr Silley, it was agreed: With the above amendments, the minutes of the meeting held on Monday 27th February 2023 are accepted as true record. The minutes were amended and signed by the Chair.	
0323/7 Clerk's report	The Clerk reported the following matters are ongoing and further updates will be given at the next meeting: - New information board: The supplier sourced by the Clerk is no longer responding to emails. Action: The Clerk is to look at alternatives. - Reroofing of the Market Hall: One additional quote has been received. Another roofer has contacted the Clerk by telephone and is due to submit a tender soon. The tender notice has been re-advertised through the Eyam Village Facebook Page and the Parish Magazine. - Road sweeping: A request has been sent to DDDC for the road sweeper to revisit Eyam and complete the works, but this still hasn't happened. Action: The Clerk to pursue the above matter with DDDC. - Tender notice for fitting and supply of hand dryers - The Clerk chose to put the tender notice on hold until the next meeting, pending discussions with electricians over the warranty and servicing of the hand-dryers. The feedback from electricians was that they would be willing to replace any faulty devices within a year, but there would be a charge for the time spent in undertaking the works. Action: The Clerk to issue the tender notice at the earliest opportunity.	Clerk Clerk Clerk

	The following matters are now complete and/or no further action is required: - Letter to resident of car displaying hostile notice to holiday lets - The Clerk sought advice on this matter and it was felt that writing to the resident could break data protection laws. The letter, therefore, has not been sent.																												
0323/8 Parking review	Following the February meeting, the Clerk put EPC's recommendations for parking restrictions onto a map of the village. When this was circulated amongst Councillors, several questions and concerns were raised. It was, therefore, agreed to wait until the next meeting to decide how best to proceed. It was felt that a working group (outside of the ordinary monthly meeting) would enable Councillors to collectively address any outstanding issues before consulting with residents. Agreed: A working group be held before the next meeting to finalize the proposals. Action: The Clerk to arrange a date and time for the working group to meet.	Clerk																											
0323/09 Request for use of Car Park	A request has been received from the organisers of the Eyam Car Show for use of the Parish Council Car Park on Saturday 15th April 2023. Agreed: To grant the above request on the condition that the organisers ensure the correct insurances are in place and risk assessments are carried out. The car park is to be returned as received – in a clean and tidy condition. Action: The Clerk to contact the organisers to inform them of the above.	Clerk																											
0323/10 DALC training	Agreed: This item be deferred until after the elections on 4 th May 2023.																												
0323/11 Sale of EPC laptops	The Clerk reported that the HP laptop requires a new hard drive which will cost over £200.00. The notebook is in good working order, but not suitable for creating and storing Parish Council documents. Agreed: The HP laptop be wiped clean and destroyed. The notebook be donated to Eyam Primary School.																												
0323/12 Village reports	All matters relating to this item were covered elsewhere in the meeting.																												
0323/13 Finance	i. Approval of payments On the motion of Cllr Plant, seconded by Cllr Belivanis, the following payments were agreed: <table> <thead> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Clerk and Handyman</td><td>Salary and pensions (March 2023)</td><td>£ 1,883.31</td></tr> <tr> <td>HMRC</td><td>PAYE Tax</td><td>£324.40 (DD)</td></tr> <tr> <td>Ann Harrison</td><td>Cleaning (February 2023)</td><td>£288.00</td></tr> <tr> <td>PPPF</td><td>Annual subscription (2023/24)</td><td>£12.00</td></tr> <tr> <td>Clerk</td><td>Website domain renewal</td><td>£19.20</td></tr> <tr> <td>EDF Energy</td><td>Market Hall Electricity</td><td>£5.00 (DD)</td></tr> </tbody> </table> ii. Income received The following income was noted: <table> <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> </tbody> </table> (The car park donations were collected and counted by the Clerk and Cllr Spittle prior to the meeting). iii. Budget and accounts monitoring The budget and banking reconciliation (February 2023) were circulated to members - see Appendix 0323/A1. Noted: The budget and accounts were accepted as valid and correct.	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salary and pensions (March 2023)	£ 1,883.31	HMRC	PAYE Tax	£324.40 (DD)	Ann Harrison	Cleaning (February 2023)	£288.00	PPPF	Annual subscription (2023/24)	£12.00	Clerk	Website domain renewal	£19.20	EDF Energy	Market Hall Electricity	£5.00 (DD)	From:	Item of income:	Amount:	Car park honesty box	Donations	Undisclosed *	
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0323/14 Planning	i. Response to recent planning applications - NP/DDD/0323/0222 - Eyam House, follow Road, Eyam (Internal and external modifications, proposed link block and associated works) Agreed: No objections. - NP/DDD/0323/0223 - Eyam House, Foolow Road, Eyam (Listed Building consent - Internal and external modifications, proposed link block and associated works) Agreed: No objections. - NP/DDD/0323/0260 - Pippin Cottage, The Barn, Church Street, Eyam (Extension to dwelling) Agreed: No objections. ii. PDNPA decisions on recent planning applications None.	
0323/15 Correspondence	The following correspondence were considered and received: - DALC – Newsletter (March 2023) - DCC – Community News (March 2023 – issue 1) - DCC – Community News (March 2023 – issue 2) - Derbyshire PCC – Newsletter (March 2023) - PPPF – PDNPA Management Plan - Eyam Car Show – Request for use of car park - Local resident – Enquiries about Lydgate Cottages and information plaques	
0323/16 Items for next agenda	None.	
0323/17 Next meeting	Agreed: The next meeting of EPC is to be held on Monday 24 th April 2023 at 7.30pm in the Mechanics Institute.	

The meeting closed at 9.36pm

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 0323/A1
Budget and Banking Reconciliation

Budget 2022/23

(including payments presented for approval on Monday 27th March 2023)

Eyam Parish Council 2022/23 - Income and Expenditure			
Category of expenditure	Actual	Budget	Variance
Staff and wages	£ 24,024.40	£ 25,500.00	£ 1,475.60
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	£ 31.00	£ 250.00	£ 219.00
Room hire & Zoom	£ 80.50	£ 200.00	£ 119.50
Subscriptions	£ 340.52	£ 400.00	£ 59.48
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	£ 190.00	£ 500.00	£ 310.00
Cleaning	£ 3,331.65	£ 2,500.00	-£ 831.65
Toilet equipment and supplies	£ 3,463.86	£ 1,700.00	-£ 1,763.86
Market Hall electricity	£ 156.00	£ 500.00	£ 344.00
Defibrillator maintenance	£ -	£ 260.00	£ 260.00
Footpaths	£ -	£ 300.00	£ 300.00
CCTV	£ 366.96	£ 1,000.00	£ 633.04
Other outdoor costs	£ 1,180.93	£ 2,000.00	£ 819.07
Donations	£ 1,575.00	£ 1,200.00	-£ 375.00
Total expenditure:	£ 42,810.95	£ 45,300.00	£ 2,489.05
Precept	£ 43,262.00		
Car park donations	£ 6,247.21		
Public toilet donations	£ 1,569.50		
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:	£ 53,403.59		
Balance 2022/23:	£ 10,592.64		

Banking Reconciliation – February 2023

Banking Reconciliation - February 2023			
Completed on 19/03/2023			
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	£ 58,990.09
Plus receipts	£ 53,086.92	Plus unrepresented receipts	£ -
Less payments	£ 40,282.24	Less unrepresented cheques/payments 2022/2023	£ 3,389.68
Less VAT paid	£ 981.37	Less unrepresented cheque (923) from 2021/22	£ 35.00
	£ 58,065.41		£ 58,065.41
*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)			