

Minutes of Eyam Parish Council held on Monday 25th March 2024 at 7.30pm in the Mechanics Institute.

Councillors present: Cllrs, Ian Jackson (Chair), Mano Belivanis, John Plant, Peter Silley, Leslie Spittle and Paul Wiles.

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman), Cllr Peter O'Brien (DDDC), Cllr Simon Ripton (DDDC) and 2 members of the public.

Item		Action by
0324/1 Apologies	Apologies were received from Cllr Ian Jackson and Cllr Chris Mason. Apologies were also received from Cllr Alasdair Sutton (DCC) and PCSO Boswell.	
0324/2 Variation of business	None.	
0324/3 Interests	None.	
0324/4 Public speaking	Member of the public and his daughter told the meeting about plans to create and bury a time capsule in Eyam. The capsule will be buried on Saturday 27th April 2024. Community groups are to be invited to include contributions within the capsule and the Parish Council is included. A request was made for donation from the Parish Council to help pay for materials to make the capsule. Action: Councillors are to suggest contributions to be included in the time capsule. Cllr Simon Ripton (DDDC) reported that a meeting has been secured between DDDC and the PDNPA to align the approach to housing delivery and land availability. Cllr Ripton also reported that the hydrology survey has been undertaken and will share the results as soon as they are made available. Councillors thanked Cllr Ripton for arranging the meeting with DDDC Waste Management Officers which was helpful in addressing the ongoing concerns with regards to bin collections.	All Cllrs
0324/5 Handyman's report	The Handyman reported that all manholes in the car park and these have been cleared. All drainage now needs servicing and jetting/flushing out. The broken pipe in the verge at the entrance to the car park also requires investigation and repair. Action: The Clerk to contact JA Road Sweeping Ltd to arrange a site visit with the Handyman to agree the works to be undertaken and to obtain a quote. On the motion of Cllr Plant, seconded by Cllr Belivanis, it was agreed: To give the Clerk delegated authority to accept a quote and pay costs of up to £1,500.00 (excl VAT).	Clerk
0324/6 Approval of minutes	On the motion of Cllr Wiles, seconded by Cllr Plant, it was agreed: The minutes of the meeting held on Monday 26th February 2024 be accepted as true record. The minutes were signed by the Chair.	
0324/7 Clerk's report	The Clerk reported the following: - Flooding – Cllr Charlotte Cupit, Cabinet Member for Place (DCC), has emailed to confirm that gully cleansing will be undertaken in the coming weeks (end of March/start of April). It was also confirmed that a site visit with DCC officers and Cllr Sutton is to be arranged. The Parish Council will be informed.	

	- Obscured streetlight at Town Head, outside 3 Orchard Bank (FS-Case-562396255) – DCC have been contacted to ask that they return to carry out further works to cutback the large laurel that is obscuring it. The reference for the follow-up request is FS-Case-592138858. - 2x outstanding streetlight faults: FS-Case-562395604 (Street light on Main Road adjacent to Butchers) – Status remains unchanged as ‘Investigation requested’ FS-Case-562396534 (Tideswell Lane Opposite Croft House) – Status has changed from ‘Job authorised’ to ‘Added to Programme’ - Overhanging vegetation at The Dale (FS-Case-562397402) – No update. - Hand dryers in public toilets – The area manager is not responding to emails. A formal complaint has been made to Initial-Rentokil. The Clerk recommends that instructions are now sent to Initial to remove the hand-dryers immediately and leave safe. The Parish Council trial the purchase and installation of one hand-dryer in the men’s toilets. If successful, another is purchased for the other toilets. Agreed: The Clerk’s is to proceed as per his recommendation above. - Toilet faults and issues (cleaning of drainage inlet seals, replacement lights, faulty tap and blocked urinal drainage) – No response from DDDC due to Estates Manager being on leave. The matter has been forwarded to the Head of Department for action.	Clerk
0324/8 Council vacancy	The Clerk reported that the necessary number of requests for the vacancy to be filled by election by was not met. DDDC have, therefore, issued instructions to the Parish Council to fill the vacancy by co-option at the earliest opportunity. The vacancy is to be advertised through the notice board and website.	
0324/9 Flooding update	DCC’s response to this matter was reported by the Clerk earlier in the meeting under item 0324/7 Clerk’s report. In addition to this, the Clerk also updated the meeting on an email recently received from an officer at DCC who is responsible for Drainage and Flooding. The officer is willing to meet with Parish Councillors and local representatives in Eyam to look at issues and areas of concern. Action: Councillors are to provide the Clerk with dates and times they are available to meet with the DCC Officer and the Clerk is to arrange as necessary.	All Cllrs & Clerk
0324/10 Working group	Agreed: This item be omitted as the two main subject matters relating to it are covered in the two subsequent agenda items.	
0324/11 Signage in the village	As agreed at the previous meeting, Cllr Plant and Cllr Belivanis undertook a review of signage in the village and reported the following: - Signage throughout Eyam is not fit for purpose. - There is a need to remove some of the existing signage which is cluttered. - There is a need for uniformed signage which is easily recognisable to visitors. - Some of the points of interest are not signposted and should be. - Any new signage to points of interest should include the distance to them. Action: Cllr Plant and Cllr Belivanis to bring designs and location plans to the next meeting.	Cllrs Plant & Belivanis
0324/12 Communication in the village	Councillors considered ways to improve communication with Parishioners and in the village. Discussions took place over the possibility of a village-wide App for the clubs, groups and businesses – of which Councillors were generally supportive. There was also interest in reinvigorating the village map to direct visitors to points of interest, cafes and businesses.	

	Action: Cllr Jackson is to look into who produced the original map. Action: Cllr Spittle is to speak with Eyam Museum about the possibility of distributing maps.	Cllr Jackson Cllr Spittle																					
0324/13 ANPR pilot scheme	Councillors considered a proposal from the Derbyshire Police and Crime Commissioners regarding a pilot scheme for the use of Automatic Number Plate Recognition (ANPR) across Derbyshire. Agreed: The Clerk to write to the Police Commissioner expressing the Parish Council's support for the scheme. It is also suggested that the A632 and A631 be considered as a part of the pilot scheme.	Clerk																					
0324/14 ATM in Eyam	The Clerk reported on communications received from a local business owner asking the Parish Council to support the provision of an ATM in Eyam – particularly in light of the Post Office closure. Agreed: The Clerk to make enquiries with Link Group about the feasibility of installing an ATM in the village.	Clerk																					
0324/15 Letter of support for Eyam Museum	Prior to the meeting, Cllr Spittle asked that the Parish Council write a letter of support to Eyam Museum in be included in an application for heritage grant funding to improve and extend their facilities. A letter had been drafted by the Clerk before the meeting and circulated to Councillors. Agreed: The draft letter be approved and sent to Eyam Museum. Note: A copy of the letter is to be kept on record in the 2023/24 EPC file.	Clerk																					
0324/16 Christmas lights	Councillors discussed plans to improve the Christmas lights in The Square and it was suggested that the existing lights be replaced with modern equivalents. Action: Cllr Belivanis is to bring options and costings to a future meeting.	Cllr Belivanis																					
0324/17 Village reports	- Councillors considered the request for funding towards the costs of creating an Eyam time capsule – as discussed earlier in the meeting during item 0324/4 Public speaking. On the motion of Cllr Plant, seconded by Cllr Jackson, it was agreed: To make available up to £200.00 to cover the costs of materials in the making of the Eyam time capsule. - Highway surface deterioration was reported on Church Street (between Leedum and the entrance to the Church) and at the bottom of Glebe Park. Action: The Clerk to report the above matters to DCC.	Clerk																					
0324/18 Finance	i. Approval of payments On the motion of Cllr Wiles, seconded by Cllr Plant, the following payments were agreed: <table> <tr> <td>Payee:</td><td>Item of expenditure:</td><td>Amount:</td></tr> <tr> <td>Clerk and Handyman</td><td>Salaries, pensions & tax (March 2024)</td><td>£ 1,753.09</td></tr> <tr> <td>Clerk</td><td>Printer Ink</td><td>£ 31.94 *</td></tr> <tr> <td>JA Porter</td><td>Cleaning (March 2024)</td><td>£ 450.00</td></tr> <tr> <td>EDF</td><td>Market Hall Electricity (March 2023)</td><td>£ 8.00</td></tr> <tr> <td>Ann Harrison</td><td>Cleaning materials</td><td>£ 54.67</td></tr> <tr> <td>Joel Thompstone</td><td>Locking-up toilets (Feb 22 – Apr 23)</td><td>£ 315.00</td></tr> </table> * Item purchased by and to be reimbursed to the Clerk. ii. Income received None. iii. Budget and accounts monitoring The budget and bank reconciliation (February 2024) was circulated to members – see Appendix 0324/A1. Agreed: The budget and bank reconciliation be noted.	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salaries, pensions & tax (March 2024)	£ 1,753.09	Clerk	Printer Ink	£ 31.94 *	JA Porter	Cleaning (March 2024)	£ 450.00	EDF	Market Hall Electricity (March 2023)	£ 8.00	Ann Harrison	Cleaning materials	£ 54.67	Joel Thompstone	Locking-up toilets (Feb 22 – Apr 23)	£ 315.00	
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	iv. Year-end financial forecast: <u>Agreed:</u> The year-end forecast be noted.	
0324/19 Planning	i. PDNPA decisions on recent planning applications - NP/DDD/0324/0302 – Longstone View, Water Lane, Eyam Removal of existing UPVC conservatory and erection of single storey extension. Erection of porch. Minor engineering works within domestic curtilage to facilitate off-street parking and patio. Reinstatement of car port. <u>Agreed:</u> No objections ii. PDNPA decisions on recent planning applications None.	
0324/20 Correspondence	<u>Agreed:</u> The following correspondence be noted: - DCC – Town and Parish Council Liaison Forum (April 2024) - Parishioners - Communications with Post Office Ltd re closures - GeoStories Team – Invite to launch of Lockdown Stories from GeoStories - Derbyshire PCC – ANPR pilot scheme - Local business owner – Suggestion for an ATM in Eyam - DCC – Bus Improvement Plan - DCC – Community News (18.03.2024) - DDDC - Confirmation to proceed with co-option of new member - Cllr Charlotte Cupit - Cleansing of gullies in Eyam and Flood meeting - DDDC – Non-Domestic Rates exemption notice for Old Market House - Police and Crime Commissioner – Delivery of the Police and Crime Plan	
0324/20	<u>Agreed:</u> The next agenda is to include the following items: - Quotes for a new Parish Council noticeboard. - Christmas lights - Signage in the village - Communication in the village - Working group update	
0324/20 Correspondence	<u>Agreed:</u> The next Eyam Parish Council meeting be held on Monday 25 th March 2024. The time and venue is to be agreed closer to the time of the meeting.	
0324/21 Next agenda	None.	
0324/22 Next meeting	<u>Agreed:</u> The next Eyam Parish Council meeting be held Monday 29 th April 2024 at 7.30pm in the Mechanics Institute.	

The meeting closed at 9.37pm

EPC – Eyam Parish Council

DCC – Derbyshire County Council

DALC – Derbyshire Association of Local Councils

DDDC – Derbyshire Dales District Council

PDNPA – Peak District National Park Authority

Appendix 0324/A1

Budget and Bank Reconciliation

Budget 2023/24

29th February 2024

Category of expenditure	Actual	Budget	Variance
Salaries, pensions and PAYE	£ 23,054.10	£ 25,000.00	£ 1,945.90
Administration and expenses	£ 86.69	£ 100.00	£ 13.31
Handyman's supplies and equipment	£ 364.26	£ 550.00	£ 185.74
IT and website	£ -	£ 250.00	£ 250.00
Advertising	£ -	£ 150.00	£ 150.00
Room hire & Zoom	£ 207.00	£ 200.00	-£ 7.00
Payroll	£ 132.00	£ 200.00	£ 68.00
Insurance	£ 969.74	£ 1,000.00	£ 30.26
Audit	£ 390.00	£ 450.00	£ 60.00
DALC subscriptions	£ 355.33	£ 425.00	£ 69.67
Training	£ -	£ 750.00	£ 750.00
Cleaning	£ 5,302.10	£ 3,000.00	-£ 2,302.10
Toilets - Initial contract and supplies	£ 1,686.93	£ 3,500.00	£ 1,813.07
Market Hall electricity	£ 58.00	£ 500.00	£ 442.00
Defibrillator maintenance	£ -	£ 300.00	£ 300.00
CCTV	£ 355.00	£ 1,000.00	£ 645.00
Footpaths	£ -	£ 300.00	£ 300.00
Maintenance and contingency	£ 550.00	£ 2,000.00	£ 1,450.00
Elections	£ 1,438.00	£ 500.00	-£ 938.00
Donations	£ 275.00	£ 1,200.00	£ 925.00
PWLB loan repayments	£ 6,359.86	£ 6,360.00	£ 0.14
Bank charges	£ 120.00	£ 150.00	£ 30.00
Christmas lights	£ -	£ 1,000.00	£ 1,000.00
Market Hall re-roofing	£ 6,572.00	£ 8,500.00	£ 1,928.00
Total expenditure:	£ 48,276.01	£ 57,385.00	£ 9,108.99
Income			
Parish precept	£ 43,262.00		
Car park donations	£ 1,045.96		
Public toilet donations	£ 844.07		
Mompesson's Well donations	£ 83.64		
Eyam Museum (Advertising)	£ 1,000.00		
New Road Residents Association	£ 495.00		
Co-Operative Bank shares	£ 3.88		
Co-Op Reserve Acc. interest	£ 885.74		
VAT reclaim (2022/23)	£ 984.57		
Total income:	£ 48,604.86		
Balance 2023/24:	£ 328.85		

Bank Reconciliation

February 2024

Cash book		Bank	
Balance from 2022/23	£ 55,973.94	Current account balance	£ 2,500.00
Plus receipts	£ 48,604.86	Reserve Account balance	£ 54,285.26
Less payments	-£ 48,276.01	Plus unpresented receipts	£ -
Less VAT paid	-£ 530.53	Less unpresented cheques/payment	-£ 1,013.00
	£ 55,772.26		£ 55,772.26