

Eyam Parish Council

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Approved minutes of Eyam Parish Council held on Monday 24th April 2023 at 7.30pm in the Mechanics Institute.

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

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

Item		Action by
0423/1 Apologies	Apologies were received from Cllrs, Marie Brown, Mark Noble and Jeremy Wright. Apologies were also received from Cllr Alasdair Sutton (DCC).	
0423/2 Variation of business	None.	
0423/3 Declaration of Interests	None.	
0423/4 Public speaking	- Cllr Peter O'Brien (DDDC) told the meeting that he continues to receive complaints about the Roman Road. The damage has been assessed and it appears to be worse than originally thought, with a retaining wall and bushes having been removed. DCC is in talks with ecologist about the extent of the damage and what needs to be done to repair it. Action: At the request of Members, the Clerk is to contact Cllr Alasdair Sutton (DCC) to request an explanation as to why the above works were authorised and an update on the steps being taken to rectify the damage.	Clerk
0423/5 Handyman's report	The Handyman reported the following: - The cistern in the ladies' toilets has been repaired. - The hole in the grass verge at the entrance to the car park has been made safe. The surrounding area has been cordoned off due to waterlogging. - Vehicles have been parking on the grass verge at the entrance to the Car Park, causing damage and obstruction. The Handyman is looking at possible deterrents to prevent this. - Work to improve the car park continues with 4 posts needing to be replaced. Agreed: The Handyman to purchase Postcrete and barrier tape as required. - Works to clear the troughs at the bottom of Hawkhill Road will take place in the coming weeks. - Concerns were raised over the cleaning of the public toilets and Councillors discussed options for the future provision of cleaning services. On the motion of Cllr Plant, seconded by Cllr Silley, it was agreed: To give notice to the current cleaner to end the contract with EPC from 1st May 2023. A review of cleaning services be undertaken at the next meeting.	Handyman
0423/6 Approval of minutes	On the motion of Cllr Mason, seconded by Cllr Plant, it was agreed: With the above amendments, the minutes of the meeting held on Monday 27th March 2023 are accepted as true record. The minutes were signed by the Chair.	
0423/7 Clerk's report	The Clerk reported the following matters are ongoing and further updates will be given at the next meeting:	

	- New information board: This matter had not progressed due to prioritising the completion of the year-end finances. - Reroofing of the Market Hall: No more quotes have been received. It was agreed to award the works at the June EPC meeting. - Road sweeping: The Clerk has again requested that the road sweeper return the village. DDDC have promised that this will happen in the coming weeks. - Tender notice for fitting and supply of hand dryers - The notice has been advertised on the Parish Council noticeboard and website. A copy has also been sent to the Eyam Village Facebook Page and Parish Magazine. - Missing slate on toilet roof – No repairs have been carried out. Action: The Clerk to pursue this matter. The following matters are now complete and/or no further action is required: - Cars racing on the Parish Council Car Park – This matter was reported to PCSO Anthony Boswell who requested CCTV images from Cllr Plant. Unfortunately, the images did not show the offenders' vehicle registration plates. PCSO Boswell has said he will monitor the situation and the police patrol vehicle will make regular stops at the car park.	Clerk															
0423/8 Parking review	Prior to the meeting, Councillors met as a working group to finalise the proposals for the parking review. Several amendments were made. Agreed: To accept the revisions proposed by the working group. Action: The Clerk to take the final draft to DCC and seek their help and advice on putting the proposals to residents in a village-wide consultation.	Clerk															
0423/9 Grant request	A grant request of £250 has been received from the Village Club Committee to fund a Coronation Picnic for the Eyam Community on Monday 8th May 2023. The application stated that the money would help to fund refreshments, prizes for children and the cost of entertainment – with the remaining funds to be given to charity. Agreed: This matter be deferred until the next meeting pending further details. Action: The Clerk to acquire more details from the applicant to enable Members to make a more informed decision.	Clerk															
0423/10 Request for use of Market Hall	A request has been received from the Eyam Makers Market for use of the Market Hall between Friday 17th November and Sunday 26th November 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 Market Hall 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															
0423/11 Village reports	All matters relating to this item were covered elsewhere in the meeting.																
0423/12 Finance	i. Approval of payments On the motion of Cllr Plant, seconded by Cllr Mason, 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>Salary and pensions (March 2023)</td><td>£1,737.78</td></tr> <tr> <td>HMRC</td><td>PAYE Tax</td><td>£252.93 (DD)</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> </table>	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salary and pensions (March 2023)	£1,737.78	HMRC	PAYE Tax	£252.93 (DD)	Clerk	Website domain renewal	£19.20	EDF Energy	Market Hall Electricity	£5.00 (DD)	
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	Ann Harrison Cleaning (February 2023) £288.00 DM Payroll Ltd Payroll services (2023/24) £132.00 WM Eyre & Sons Cleaning materials £4.21 ii. Income received The following income was noted: <table> <tr> <td>From:</td><td>Item of income:</td><td>Amount:</td></tr> <tr> <td>Toilet honesty box</td><td>Donations</td><td>Undisclosed *</td></tr> </table> iii. Budget and accounts monitoring The budget and banking reconciliation (March 2023) were circulated to members - see Appendix 0423/A1. Noted: The budget and accounts were accepted as valid and correct.	From:	Item of income:	Amount:	Toilet honesty box	Donations	Undisclosed *	
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0423/13 Planning	i. Response to recent planning applications - NP/DDD/0423/0363 – Brookhead Cottage, Water Lane, Eyam (Proposed replacement outbuilding) Agreed: No objections. - 017/216/2023 - Hanging Flat Woodland (Felling licence notification) Agreed: No objections. ii. PDNPA decisions on recent planning applications NP/DDD/0223/0143 - Spring House, Little Edge, Eyam (Extension to rear of dwelling) Noted: The application has been withdrawn.							
0423/14 Correspondence	The following correspondence were considered and received: - PCSO Anthony Boswell – SNT Newsletter (March 2023) - DALC – Newsletter (April 2023) - DCC – Community News (April 2023) - PDNPA - Consultation Request ENQ47653 (Milldam Mine, Great Hucklow) - DCC - Electric Vehicle Charging Survey - Eyam Makers Market – Request for use of Eyam Market Hall - Village Club Committee - Grant Request for Coronation Picnic - Local resident – Damage to bank and steps at Nicker Lane							
0423/15 Items for next agenda	None.							
0423/16 Next meeting	Agreed: The Annual Parish Meeting be held on Tuesday 23 rd May 2023 at 7pm, followed by the Annual Parish Council Meeting at 7.30pm. Both meetings are to be held in the Mechanics Institute, Eyam.							

The meeting closed at 8.36pm

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

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

Appendix 0423/A1

Budget and Banking Reconciliation

Budget 2023/24

(including payments presented for approval on Monday 24th April 2023)

Eyam Parish Council - Income and Expenditure			
Income and Expenditure 2023/24			
Category of expenditure	Actual	Budget	Variance
Salaries, pensions and PAYE	£ 1,990.71	£ 25,000.00	£ 23,009.29
Administration and expenses	£ -	£ 100.00	£ 100.00
Handyman's supplies and equipment	£ -	£ 550.00	£ 550.00
IT and website	£ -	£ 250.00	£ 250.00
Advertising	£ -	£ 150.00	£ 150.00
Room hire & Zoom	£ -	£ 200.00	£ 200.00
Payroll	£ 132.00	£ 200.00	£ 68.00
Insurance	£ -	£ 1,000.00	£ 1,000.00
Audit	£ -	£ 450.00	£ 450.00
DALC subscriptions	£ -	£ 425.00	£ 425.00
Training	£ -	£ 750.00	£ 750.00
Cleaning	£ 315.51	£ 3,000.00	£ 2,684.49
Toilets - Initial contract and supply	£ -	£ 3,500.00	£ 3,500.00
Market Hall electricity	£ 5.00	£ 500.00	£ 495.00
Defibrillator maintenance	£ -	£ 300.00	£ 300.00
CCTV	£ -	£ 1,000.00	£ 1,000.00
Footpaths	£ -	£ 300.00	£ 300.00
Maintenance and contingency	£ -	£ 2,000.00	£ 2,000.00
Elections	£ -	£ 500.00	£ 500.00
Donations	£ -	£ 1,200.00	£ 1,200.00
PWLB loan repayments	£ -	£ 6,360.00	£ 6,360.00
Bank charges	£ -	£ 150.00	£ 150.00
Christmas lights	£ -	£ 1,000.00	£ 1,000.00
Market Hall re-roofing	£ -	£ 8,500.00	£ 8,500.00
Total expenditure:	£ 2,443.22	£57,385.00	£ 54,941.78
Income			
Precept	£ -		
Car park donations	£ -		
Public toilet donations	£ -		
Mompesson's Well donations	£ -		
Co-Operative Bank (Shares)	£ -		
Co-Op Reserve Acc. (Interest)	£ -		
Total income:	£ -		
Balance 2022/23:	-£ 2,443.22		

Banking Reconciliation – March 2023

Banking Reconciliation - March 2023			
Completed on 16/04/2023			
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	£ 54,869.84
Plus receipts	£ 52,989.03	Plus unrepresented receipts	£ 123.77
Less payments	£ 42,272.62	Less unrepresented cheques/payments 2022/2023	£ 1,484.67
Less VAT paid	£ 984.57	Less unrepresented cheque (923) from 2021/22	£ 35.00
	£ 55,973.94		£ 55,973.94
*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)			