

Eyam Parish Council

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Minutes of the Eyam Annual Parish Council held on Tuesday 21st May 2024 at 7.30pm in the Mechanics Institute.

Councillors present: Cllrs, Ian Jackson, Chris Mason, John Plant and Peter Silley.

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman) and 1 member of the public.

Item		Action by
0524/1 Election of Chair	On the motion of Cllr Mason, seconded by Cllr Plant, it was agreed: Cllr Jackson be elected Chair of Eyam Parish Council for the 2024/25 year. Cllr Jackson signed the Declaration of Acceptance of Office.	
0524/2 Election of Vice-Chair	On the motion of Cllr Plant, seconded by Cllr Silley, it was agreed: Cllr Mason be elected Vice-Chair of Eyam Parish Council for the 2024/25 year. Cllr Mason signed the Declaration of Acceptance of Office.	
0524/3 Apologies	Apologies were received from Cllrs, Mano Belivanis, Leslie Spittle, Paul Wiles and Jeremy Wright. Apologies were also received from Cllr Alasdair Sutton (DCC), Cllr Peter O'Brien (DDDC), Cllr Simon Ripton (DDDC) and PCSO Boswell. It was noted that Cllr O'Brien and Cllr Ripton had attended the preceding Annual Parish Meeting where they reported on housing, public toilets and waste collections.	
0524/4 Variation of business	None.	
0524/5 Interests	None.	
0524/6 Public speaking	PSCO Anthony Boswell was unable to attend the meeting but gave the following written report: There have been no reported crimes in Eyam since the last Parish Council meeting. Following consultation in April this year with the community and reviews of your concerns, passed to us at Community Engagement events and through surveys, you have indicated that you would wish for road safety and burglary to continue as our priorities. We will therefore continue with our efforts to improve road safety and provide crime prevention/target hardening advice to reduce burglaries from taking place in the local area over the coming months. We will be posting updates regarding our work on our social media channels – facebook, X (twitter) and Derbyshire Alert	
0524/7 Handyman's report	The Handyman reported that everything was good and the ongoing issues, which are to be reported on by the Clerk, are being addressed.	
0524/8 Approval of minutes	On the motion of Cllr Plant, seconded by Cllr Silley, it was agreed: The minutes of the meeting held Monday 29 th April 2024 be accepted as true record. The minutes were signed by the Chair.	
0524/9 Clerk's report	- Flooding – A meeting has been arranged between Councillors and a DCC Floods Officer, which is to take place on Friday 31 st May 2024. Agreed: The Clerk is to arrange for the meeting to be held between 10.30am and 12.30pm in the Church Centre.	Clerk

	- Obscured streetlight at Town Head, outside 3 Orchard Bank (Original reference FS-Case-562396255 and follow-up reference for additional cutting back of laurel FS-Case-592138858) – The status on the DCC website has now changed to ‘In progress’, which suggests that the matter is being looked at again. - 3x 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’ which suggests that further works are due to take place. Riley Lane, Eyam (as reported by Cllr Belivanis) – No update. Action: The Clerk is to pursue the above matter with DCC. - Hand dryers in public toilets – The promised sensors from Initial have not been delivered. The Clerk has contacted several companies and made enquiries about the ongoing issues with the hand-dryers. The advice is for the Parish Council to purchase a hand dryer that has a protection class level of IPX4 against moisture and water ingress. The cost of each unit is £550.00 (excl VAT) and one company is offering the Parish Council a 20% discount. The Clerk has not purchased the hand-dryer as the cost is higher than previously agreed delegated spend. On the motion of Cllr Plant, seconded by Cllr Silley it was agreed: The Clerk is to purchase 2x hand-dryers as recommended above at a cost of no more than £1,100.00 (excl VAT) and arrange for them to be fitted in the men’s and ladies’ toilets. - Toilet faults and issues (cleaning of drainage inlet seals, replacement lights, faulty tap and blocked urinal drainage) – DDDC have now carried out works to the public toilets and resolved all of the above matters apart from replacing the 4 faulty lights in the men’s toilets. Action: The Clerk to pursue the repair of the lights with DDDC. - Wall at Mompesson’s Well - A tender notice for the rebuilding of the wall at Mompesson’s Well has been put on the Parish Council noticeboard, website and Eyam Community Facebook Page. - Quote for drainage works (carpark) – J&A Road Sweeping are to arrange a site visit with the Handyman to discuss the works and provide a quote. The Clerk is to attend if available. - Power supply in the Square – The Clerk has made enquiries with DCC about the possibility of using the electricity from a streetlight to power the Christmas lights. Enquiries have also been made with other Parish Councils, through DALC’s ‘Round Robin’, to see if other have experience of installing a power supply. Responses are awaited. Action: The Clerk to pursue answers regarding the above matters from DDC and DALC.	Clerk Clerk Clerk Clerk
0524/10 Council vacancy	Dr Kym West was present at the meeting and had expressed an interest in being co-opted to the Parish Council. On the motion of Cllr Plant, seconded by Cllr Jackson, it was agreed: Dr Kym West be co-opted as a member of Eyam Parish Council. Dr West signed the Declaration of Acceptance of Office and joined the meeting.	
0524/11 Year-end accounting statements 2023/24	Councillors considered the 2023/24 year-end statement of accounts and the Annual Governance and Accountability Return (AGAR). i. Internal Auditor’s report. Agreed: To note the Internal Auditor’s report.	

	ii. Annual Governance Statement On the motion of Cllr Silley, seconded by Cllr Plant, it was agreed: To approve and sign the document. iii. Annual Accounting Statement On the motion of Cllr Silley, seconded by Cllr Plant, it was agreed: To approve and sign the document. Agreed: It was agreed that the dates for the 'Notice of the Exercise of Public Rights' be set as Monday 3 June – Friday 12 July 2024.																
0524/12 Review of policies	On the motion of Cllr Plant, seconded by Cllr Jackson, the following policies were adopted for the 2024/25 year: - Code of Conduct - Standing Orders - Financial Regulations - Biodiversity Policy																
0524/13 Flooding update	As noted in the Clerk's report, a meeting is to take place with a DCC Floods Officer on Friday 31st May 2024. Action: The Clerk to invite Cllr Alasdair Sutton (DCC) to attend.	Clerk															
0524/14 Working group	Agreed: To defer this item to the next meeting.																
0524/15 Christmas lights	Agreed: To defer this item to the next meeting.																
0524/16 Request from Eyam Wakes Committee	Councillors considered a request from the Eyam Wakes Committee for use of the following land on Saturday 31st August 2024: - Parish Council car park - Hillock - Stocks - Village Green - Market Hall On the motion of Cllr Silley, seconded by Cllr Plant, it was agreed: - The correct insurance is in place and risk assessments are carried out by the organisers. - All land is to be returned as received – in a clean and tidy condition. - Any damage to Parish Council property is to be repaired to its original state and the cost met by the organisers. - The organisers are to be made aware of laws which restrict vehicular movements over the Village Green.																
0524/17 Request from Eyam Makers Market	Councillors considered a request from the Eyam Makers Market for use of the Market Hall between Saturday 16th November and Sunday 24th November 2024. On the motion of Cllr Silley, seconded by Cllr Plant, it was agreed: - The correct insurance is in place and risk assessments are carried out by the organisers. - The Market Hall is to be returned as received – in a clean and tidy condition. - Any damage to Parish Council property is to be repaired to its original state and the cost met by the organisers.																
0524/18 Finance	i. Approval of payments On the motion of Cllr Silley, seconded by Cllr Jackson, 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, tax and pensions (May 2024)</td><td>£ 1,922.98</td></tr> <tr> <td>JA Porter</td><td>Cleaning (May 2024)</td><td>£ 480.00</td></tr> <tr> <td>EDF</td><td>Market Hall Electricity (May 2023)</td><td>£ 8.00</td></tr> <tr> <td>Markovitz</td><td>Hardware</td><td>£ 59.14</td></tr> </table>	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salaries, tax and pensions (May 2024)	£ 1,922.98	JA Porter	Cleaning (May 2024)	£ 480.00	EDF	Market Hall Electricity (May 2023)	£ 8.00	Markovitz	Hardware	£ 59.14	
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	Initial Washrooms Toilet rolls (2x boxes) £ 158.09 * * Purchased by and to be reimbursed to the Clerk. ii. Income received None. iii. Budget and accounts monitoring The budget and bank reconciliation (April 2024) was circulated to members – see Appendix 0524/A1. Agreed: The budget and bank reconciliation be noted.	
0524/19 Planning	i. PDNPA decisions on recent planning applications - NP/DDD/0524/0471 - Pippin Cottage, Church Street, Eyam Proposed ground floor extension and alterations, and roof alterations to form room-in-roof first floor. Agreed: To make the following comment to the PDNPA in relation to the above application: <i>Although Eyam Parish Council does not outrightly object but question if the plans are overdevelopment. The Council is concerned that the proposed development is incongruous, harmful to the character of the area and will adversely impact on the neighbouring properties.</i> ii. PDNPA decisions on recent planning applications None.	
0524/20 Correspondence	The following correspondence be considered and noted: - Eyam Wakes Committee – Request for use of Parish Council property - Eyam Makers Market – Request for use of Market Hall (16th-24th Nov) - DALC – Newsletter (May 2024) - DDDC – Flood Warden workshop - DCC – Community News (13.05.2024) - Sarah Dines MP – Invitation for a Q&A with Councillors and parishioners - DCC – Community News (20.05.2024) - PCSO Anthony Boswell – Monthly report (May 2024) - PDNPA – Invitation to Parishes Day 2024	
0524/21 Next agenda	Agreed: To include the following items on the next agenda: - Purchase of a heater and thermostat for the toilets. - Annual review of salaries for the Clerk and Handyman.	
0524/22 Next meeting	Agreed: The next Eyam Parish Council meeting be held on Monday 24th June 2024 at 7.30pm in the Mechanics Institute.	

The meeting closed at 8.30pm

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 0524/A1

Budget and Bank Reconciliation

Budget 2024/25

30th April 2024

Category of expenditure	Actual	Budget	Variance
Salaries, pensions and PAYE	£ 2,088.06	£ 26,500	£ 24,411.94
Clerk's administration and expenses	£ -	£ 100	£ 100.00
Handyman's supplies and equipment	£ 75.55	£ 550	£ 474.45
IT and website	£ 16.00	£ 250	£ 234.00
Advertising	£ -	£ 150	£ 150.00
Room hire	£ -	£ 200	£ 200.00
Payroll services	£ 132.00	£ 200	£ 68.00
Insurance	£ 1,099.37	£ 1,200	£ 100.63
Audit	£ -	£ 450	£ 450.00
DALC/PPPF subscriptions	£ 12.00	£ 425	£ 413.00
Training	£ -	£ 500	£ 500.00
Toilet cleaning	£ 450.00	£ 5,500	£ 5,050.00
Washroom services and supplies	£ 65.87	£ 3,500	£ 3,434.13
Market Hall electricity	£ 8.00	£ 500	£ 492.00
Defibrillator maintenance	£ -	£ 300	£ 300.00
CCTV maintenance	£ -	£ 1,000	£ 1,000.00
Footpaths	£ -	£ 300	£ 300.00
Maintenance and contingency	£ -	£ 2,000	£ 2,000.00
Elections	£ -	£ 500	£ 500.00
Donations	£ -	£ 1,200	£ 1,200.00
PWLB loan repayments	£ -	£ 6,360	£ 6,360.00
Bank charges	£ 30.00	£ 150	£ 120.00
Flood Prevention	£ -	£ 1,000	£ 1,000.00
Total expenditure:	£ 3,976.85	£52,835.00	£ 48,858.15
Income			
Parish precept	£ 43,695.00		
Car park donations			
Public toilet donations			
Mompesson's Well donations			
Eyam Museum (Advertising)			
Co-Operative Bank shares			
Co-Operative Bank interest	£ 526.79		
VAT reclaim (2023/24)			
Total income:	£ 44,221.79		
Balance 2024/25	£ 40,244.94		

Bank Reconciliation

April 2024

Cash Book		Bank	
Balance from 2023/24	£ 53,475.36	Current account balance	£ 2,500.00
Plus receipts	£ 44,221.79	Reserve Account balance	£ 95,159.15
Less payments	-£ 3,976.85	Plus unrepresented receipts	£ -
Less VAT paid	-£ 31.48	Less unrepresented cheques/payment	-£ 3,970.33
	£ 93,688.82		£ 93,688.82