

Eyam Parish Council

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Approved minutes of Eyam Parish Council held on Monday 26th June 2023 at 7.30pm in the Mechanics Institute.

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

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman), Cllr Simon Ripton (DDDC), Cllr Alasdair Sutton (DCC) and 2 members of the public.

Item		Action by
0623/1 Apologies	Apologies were received from Cllr Peter O'Brien (DDDC) and PCSO Anthony Boswell.	
0623/2 Variation to business	None.	
0623/3 Interests	Cllr Brown declared a Personal Interest in item 0623/8 Quotes for re-roofing of Market Hall and said she would not discuss or voting on this matter.	
0623/4 Public speaking	- The Chair opened the public session by congratulating Cllr Simon Ripton (DDDC) on his recent election success. Cllr Ripton told the meeting he was settling into his new role and is looking forward to working with EPC to address local issues and concerns. - Cllr Jackson told Cllr Ripton that residents continue to experience problems with the loss of the insert from the blue bins following waste collections. Cllr Ripton said he would look into it. - Members of the Eyam Carnival Committee told EPC about plans for the event. As well as needing use of the car park, additional requests were made for use of the Hillock and Village Green (by the stocks). Cllr Jackson said that the requests would be consider under item 0623/11 Carnival Committee request. - Cllr Sutton reported that he was meeting with residents over the next couple of days to address local concerns – particularly in relation to snow clearance. He went on to tell Councillors that he had funds available for community groups through his Councillors' Community Leadership Scheme and encouraged applications. - PCSO Boswell was unable to attend, but had emailed the Clerk prior to the meeting to report 1 vehicle crime and 1 burglary in the village since the last meeting.	
0623/5 Handyman's report	The Handyman reported the following: - Everything is good and there are no major issues to report. - The waterlogged verge at the entrance to the Parish Council Car Park appears to have settled and not getting any worse. An agreement needs to be made about whether to the problem investigated or permanently fenced off to make it safe. <u>Agreed:</u> The Handyman to erect a permanent fence around the affected area and signage put up instructing people to keep out. <u>Action:</u> The Handyman to get costings for the new fence.	Handyman

	- The Handyman asked questions about the supply of toilet rolls for the coming year. The Clerk informed the meeting that changes to the contract with Initial will give EPC more control over the quantity and frequency of supplies.	
0623/6 Approval of minutes	On the motion of Cllr Mason, seconded by Cllr Wright, it was agreed: The minutes of the meeting held on Tuesday 23rd May 2023 are accepted as true record. The minutes were signed by the Chair.	
0623/7 Clerk's report	The following matters are ongoing and further updates will be given at the next meeting: - New information board - No update. - Reroofing of the Market Hall - No further quotes have been received. The matter is to be resolved under item 0623/8 Quotes for reroofing Market Hall. - Tender notice for fitting and supply of hand dryers – No quotes received. Following recent discussions with the area accounts manager, Initial are reviewing the decision to remove the hand-dryers. They are looking at whether a higher standard of hand-dryer would work better in an outside environment. The Clerk will keep Councillors updated on developments. - Missing slate on toilet roof – Repairs have still not been carried out. The Clerk is to chase up this matter with DDDC. - Parking restrictions – An update was given on recent discussions with DCC. Several emails from highways officers seem to contradict whether DCC would note the outcome of a village-wide consultation on changes to parking restrictions. Action: The Clerk is to contact officers and Cllr Sutton (DCC) to try and clarify the position. - Cleaner service agreement and job description – Cllr Spittle has kindly reviewed and amended the document to make sure it is 'watertight'. Action: The Clerk to provide a copy of the document to the cleaner for agreement and signing. - Banking mandate – The process of updating the banking mandate is underway. The Clerk will be added as a signatory and former councillor Mark Noble will be removed. - Sunken manhole cover, Foolow Road – Reported to DCC on 10th June 2023 (reference no. FS-Case-522868862), but no works have yet been carried out. The following matters are now complete and/or no further action is required: - Overgrown vegetation, Riley Lane – Reported to DCC on 10th June 2023 (reference no. FS-Case-522869803) and has been cleared. - Fallen branches, New Road – Reported to DCC on 10th June 2023 (reference no. FS-Case-522870224) and has been resolved – as reported by Cllr Brown. - Year-end accounts – All documents have been submitted to the External Auditor. All documents have been published on the EPC website and the Notice of Exercise of Public rights has been displayed as legally required. - Parish Council insurance – This has been renewed. - Declaration of Pecuniary Interest forms – All forms have been published on the EPC website and submitted to DDDC.	Clerk Clerk

0623/8 Quotes for re-roofing Market Hall	Two quotes have been received to undertake the works to re-roof Eyam Market Hall and these were considered by Councillors. Cllr Brown declared a personal interest and told the meeting that she would not take part in any discussion or vote on this item. On the motion of Cllr Jackson, seconded by Cllr Silley, with one abstention, it was agreed: To award the works to re-roof the Market Hall to Derwent Valley Roofing. Action: The Clerk to contact the company to discuss the works to be undertaken.	Clerk															
0623/9 Housing motion	Councillors considered the letter received from Robert Coggings, Head of Housing at DDDC, in response to the motion agreed by EPC at the February meeting. On the motion of Cllr Plant, seconded by Cllr Silley, it was agreed: The Clerk to write a draft response to Mr Coggings on behalf of EPC. The draft is to be circulated amongst members for comment before it is sent. The letter is to state that EPC's position on this matter and that they local people should be given priority over social housing in their community. The letter is to be copied to the political leadership of DDDC to encourage them to review the allocations policy.	Clerk															
0623/10 Outstanding payments	On the motion of Cllr Jackson, seconded by Cllr Silley, it was agreed: To reissue 3 cheques to the Eyam Village Club which were not presented for payment in the 2022/23 financial year. The cheques for repayment are as follows: <table data-bbox="371 913 925 1104"> <tr> <td>Date issued:</td><td>Cheque no:</td><td>Amount due:</td></tr> <tr> <td>25/04/2022</td><td>501939</td><td>£34.50</td></tr> <tr> <td>27/06/2022</td><td>501952</td><td>£500.00</td></tr> <tr> <td>26/09/2022</td><td>501970</td><td>£46.00</td></tr> <tr> <td colspan="2">Total due</td><td><u>£580.50</u></td></tr> </table>	Date issued:	Cheque no:	Amount due:	25/04/2022	501939	£34.50	27/06/2022	501952	£500.00	26/09/2022	501970	£46.00	Total due		<u>£580.50</u>	
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0623/11 Carnival Committee request	Councillors considered a request from Eyam Carnival Committee to have sole use of the Parish Council Car Park on Saturday 2nd September 2023. During item 0623/4 Public speaking, members of the Carnival Committee made additional requests for use of The Hillock and the Village Green (by the stocks) Agreed: To grant the above request by the Carnival Committee on condition that: • 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.																
0623/12 Well Dressing Committee request	Councillors considered a request from the Eyam Well Dressing Committee to have sole use of the Market Hall between Sunday 20th August and Saturday 26th August 2023 and use of the Hillock between Saturday 26th August and Sunday 3rd September 2023. Agreed: To grant the above request by the Eyam Well Dressings Committee on condition that: • The correct insurance is in place and risk assessments are carried out by the organisers. • The Market Hall and Hillock is to be returned as received – in a clean and tidy condition. • Any damage caused to Parish Council property or land will be repaired to its original state and the cost met by the organisers.																

0623/13 Village reports	All matters relating to this item were covered elsewhere in the meeting.																																		
0623/14 Village reports	i. Approval of payments On the motion of Cllr Belivanis, seconded by Cllr Brown, the following payments were agreed: <table> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> <tr> <td>Clerk & Handyman</td><td>Salary and pension contributions</td><td>£1,846.26</td></tr> <tr> <td>EDF</td><td>Market Hall Electricity</td><td>£4.00 (DD)</td></tr> <tr> <td>JA Porter</td><td>Cleaning (May 2023)</td><td>£5100.00</td></tr> <tr> <td>Eyam Club Committee</td><td>Room hire (reissue for chq. 501939)</td><td>£34.50</td></tr> <tr> <td>Eyam Club Committee</td><td>Jubilee Grant (reissue for chq. 501952)</td><td>£500.00</td></tr> <tr> <td>Eyam Club Committee</td><td>Room hire (reissue for chq 501970)</td><td>£46.00</td></tr> <tr> <td>Initial</td><td>Washroom services (2023/24)</td><td>£1,730.22 xxx</td></tr> </table> ii. Income received The following income was noted: <table> <tr> <th>From:</th><th>Item of income:</th><th>Amount:</th></tr> <tr> <td>Car park honest box</td><td>Donations</td><td>Undisclosed *</td></tr> <tr> <td>Toilets honesty box</td><td>Donations</td><td>Undisclosed *</td></tr> </table> iii. Budget and accounts monitoring The budget and banking reconciliation (May 2023) was circulated to members - see Appendix 0623/A1. <u>Noted:</u> The budget was accepted as valid and correct.	Payee:	Item of expenditure:	Amount:	Clerk & Handyman	Salary and pension contributions	£1,846.26	EDF	Market Hall Electricity	£4.00 (DD)	JA Porter	Cleaning (May 2023)	£5100.00	Eyam Club Committee	Room hire (reissue for chq. 501939)	£34.50	Eyam Club Committee	Jubilee Grant (reissue for chq. 501952)	£500.00	Eyam Club Committee	Room hire (reissue for chq 501970)	£46.00	Initial	Washroom services (2023/24)	£1,730.22 xxx	From:	Item of income:	Amount:	Car park honest box	Donations	Undisclosed *	Toilets honesty box	Donations	Undisclosed *	
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0623/15 Planning	i. Response to recent planning applications - NP/DDD/0623/0614 - Bagshaw House, Church Street, Eyam (Listed Building consent - Alterations and improvements to Listed Building) <u>Agreed:</u> No objections. - NP/DDD/0623/0669 – Alice Cottage, Main Street, Eyam (Proposed replacement porch extension) <u>Agreed:</u> No objections ii. PDNPA decisions on recent planning applications - NP/DDD/0822/1091 – Bagshaw House, Church Street, Eyam (Listed Building consent and alterations) <u>Decision:</u> Refused - NP/DDD/0323/0260 - Pippin Cottage, The Barn, Church Street, Eyam (Extension to dwelling) <u>Decision:</u> Granted with conditions																																		
0623/16 Correspondence	The following correspondence were considered and received: - PDNPA – Update on planning services - DDDC – Local projects fund - PPPF - Peaks and Dales Line, Bakewell Public Meeting - DCC – Community News 2023 - PDNPA - Pause to consultation over visitor centre closures - PCSO Anthony Boswell – Bakewell SNT Newsletter (May 2023) - DALC – Newsletter (June 2023) - Derbyshire PCC – Newsletter (June 2023)																																		

	- Eyam Carnival Committee – Request to use car park - Eyam Well Dressing Committee – Request to use The Hillock for Well dressings - DDDC - 2 x Temporary road closure notices - DDDC - Annual Electoral Registration Canvass 2023 - DCC – Parish and Town Council Liaison Forum (September 2023) - PDNPA - Parish ballot 2023 results (Dales Area) - Eyam Village Club - Change of caretaker	
0623/17 Items for next agenda	- Update on the parking review. - Discussion on road safety. - Update on the response to the housing motion. <u>Agreed:</u> To request the presence of the District and County Councillors to participate in the above matters.	
0623/18 Next meeting	<u>Agreed:</u> The next meeting of Eyam Parish Meeting be held on Monday 31 st July 2023 at 7.30pm in the Mechanics Institute, Eyam.	

The meeting closed at 9.14pm

EPC – Eyam Parish Council

DDDC – Derbyshire Dales District Council

PDNPA – Peak District National Park Authority

DALC – Derbyshire Association of Local Councils

DCC – Derbyshire County Council

PPPF – Peak Park Parishes Forum

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

Appendix 0623/A1

Budget and Banking Reconciliation

Budget 2023/24

(including payments invoices received prior to the meeting)

Category of expenditure	Actual	Budget	Variance
Salaries, pensions and PAYE	£ 6,166.75	£ 25,000.00	£ 18,833.25
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	-£ 615.50	£ 200.00	£ 815.50
Payroll	£ 132.00	£ 200.00	£ 68.00
Insurance	£ 969.74	£ 1,000.00	£ 30.26
Audit	£ -	£ 450.00	£ 450.00
DALC subscriptions	£ -	£ 425.00	£ 425.00
Training	£ -	£ 750.00	£ 750.00
Cleaning	£ 1,111.23	£ 3,000.00	£ 1,888.77
Toilets - Initial contract and supplies	£ 1,441.86	£ 3,500.00	£ 2,058.14
Market Hall electricity	£ 14.00	£ 500.00	£ 486.00
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	£ 30.00	£ 150.00	£ 120.00
Christmas lights	£ -	£ 1,000.00	£ 1,000.00
Market Hall re-roofing	£ -	£ 8,500.00	£ 8,500.00
Total expenditure:	£ 9,250.08	£ 57,385.00	£ 48,134.92
Income			
Parish precept	£ 43,262.00		
Car park donations	£ -		
Public toilet donations	£ 182.98		
Mompesson's Well donations	£ 83.64		
Co-Operative Bank (Shares)	£ 2.46		
Co-Op Reserve Acc. (Interest)	£ 284.09		
Total income:	£ 43,815.17		
Balance 2022/23:	£ 34,565.09		

Banking Reconciliation - May 2023

Banking Reconciliation - May 2023			
Completed on 09/06/2023			
Cash Book		Bank	
Balance from 2022/23	£ 55,973.94	Current account balance	£ 2,500.00
Plus receipts	£ 43,815.17	Reserve Account balance	£ 93,942.96
Less payments	-£ 9,250.08	Plus unrepresented receipts	£ 83.64
Less VAT paid	-£ 289.06	Less unrepresented cheques/payment	-£ 2,753.45
	£ 90,249.97		£ 93,773.15