

Eyam Parish Council

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Minutes of Eyam Parish Council meeting held Monday 30th June 2025 at 7.30pm in the Mechanics Institute.

Councillors present: Cllrs, Peter Silley (Chair), John Plant (Vice-Chair), Mano Belivanis, Leslie Spittle, Kym West, Paul Wiles and Jeremy Wright.

In attendance: Colin Swindell (Clerk), Cllr Simon Ripton (DDDC) and 1 member of the public.

Item		Action by
0625/1 Apologies	Apologies were received from Cllrs, Ian Jackson. Apologies were also received from Cllr Alasdair Sutton (DCC) and Cllr Peter O'Brien (DDDC).	
0625/2 Variation of business	None.	
0625/3 Interests	Cllr Wright declared an interest in item 0625/8 Regeneration Project .	
0625/4 Public speaking	- A member of the public asked question about the possibility of purchasing new Christmas lights for display around the village in December. The Council was informed that there is a group of volunteers who would be willing to assist the Parish Council with erecting and dismantling the displays. Agreed: The volunteer group is to bring to the Parish Council proposals and costings for a new Christmas lights display. Agreed: Any lights purchased would be owned and kept by the Parish Council, but accessible to the volunteers during the Christmas period. Agreed: All volunteers assisting the Parish Council will be 'authorised volunteers' participating as part of an organised Parish Council event. The volunteer group would be required to complete a risk assessment for their activities and present this to the Parish Council. - Cllr Simon Ripton (DDDC) reported on the current consultation into the reorganisation of local government and Councillors are encouraged to participate.	
0625/5 Approval of minutes	On the motion of Cllr Belivanis seconded by Cllr Plant it was agreed: The minutes of the Parish Council meeting held Wednesday 21 st May 2025 be accepted as a true record. The minutes were signed by the Chair.	
0625/6 Clerk's report	The Clerk reported the following actions and updates since the last meeting: - Streetlight at Town Head, outside 3 Orchard Bank obscured by a laurel tree (FS-Case-562396255 and follow-up reference FS-Case-592138858) – The owners of the property have now cut back the laurel tree, but the light was still obscuring the light. Action: The Clerk to contact DCC to inform them that the tree needs to be cut back further to prevent it covering the light and obstructing the footpath. - Collapsed culvert – No update from the contractor. The Handyman is to contact him for an update. - Footpath 16 – Response still awaited from DCC.	Clerk

	- Minor Maintenance Agreement – The Clerk is still awaiting the final draft/signed agreement. Responsibility for the Minor Maintenance Agreements has recently transferred from the Legal Department to the Public Rights of Way team, which is causing delays. - Light in toiler’s maintenance room – This has been repaired (COMPLETED). - Japanese Knotweed by the Eyam sign on the closed section of New Road (FS-Case-727255592)– Reported to DCC. A response is awaited. - Pollarding of trees on New Road (FS-Case-727251025) – Reported to DCC. A response is awaited. - Troughs on Hawkhill Road – The Handyman has accepted a request to clean out the troughs on Hawkhill Road, pending Council’s approval. A skip will be required and the hire cost is expected to be around £250.00. On the motion of Cllr Wiles, seconded by Cllr Plant, it was agreed: - To give delegated approval to the Clerk to hire a skip at the cost of no more than £250.00 (excl VAT). - To approve the clearing of the troughs and additional hours, if required, for the Handyman to complete the works. - Parishes Online – The Clerk has been offered a 90-day free trial run from August 2025. Wakes bunting – A request has been received to ascertain whether Parish Council insurance covers the erection of the wakes week bunting. Councillors were advised that Parish Council insurance does cover this activity. Agreed: All volunteers assisting the Parish Council will be ‘authorised volunteers’ participating as part of an organised Parish Council event. The volunteer group would be required to complete a risk assessment for their activities and present this to the Parish Council. - Meeting with DCC Cabinet Member for Highways – Cllr Charlotte Hill has agreed to meet with the Chair and Vice-Chair of the Council. Action: The Clerk is to arrange the meeting venue, date and time. - External Audit – All forms have been completed and returned to the External Auditor. The documents have also been published on the Parish Council’s website and noticeboard as is legally required. - VAT reclaim 2024/25 – A total of £4,697.67 has been reclaimed from HMRC for VAT paid on the products and services in the 2024/25 financial year.	Clerk Clerk
0625/7 Councillor resignation	On the motion of Cllr Plant, seconded by Cllr Wiles, it was agreed: - To note the resignation of Chris Mason from Eyam Parish Council. - To thank Chris Mason for his many years of service on the Parish Council and to the local community. - The Clerk to notify DDDC of the resignation and begin proceedings to fill the vacancy.	Clerk
0625/8 Regeneration project	- Councillors discussed the recent response from the Paul Wilson, Chief Executive of DDDC, in relation to the process for approving the Parish Council’s feasibility study. There was a general consensus that the Parish Council had now done what was asked of it by DDDC by carrying out a detailed feasibility study and providing a viable plan for the provision of social housing in Eyam. Councillors also felt that it was time that the community was updated on the work undertaken by the Parish Council in relation to the Regeneration	

	Project. This should be done in the format of a 'Q&A Fact Sheet' to every house in the village, as opposed to a public meeting. Agreed: The Parish Council should have no further involvement in the regeneration project other than to monitor the progress of DDDC in completing the processes outlined in Paul Wilson email and bringing the Regeneration Project to fruition. Agreed: The Clerk is to write to Paul Wilson to ask what time scale has been applied to bringing the above to a conclusion. Agreed: The Working Group is to update the draft 'Q&A Fact Sheet' and circulate it to members for review and comment. - Councillors considered a document put forward by Cllr Simon Ripton (DDDC) titled 'Eyam Regeneration - Meeting the Needs of Our Community for the Next Generation'. The paper proposed additional and further reaching regenerative ideas for the village. There was concern that not all stakeholders affected by the proposals had been properly consulted, including trustees of various groups and the Parish Council itself. Furthermore, there was unease about the timing of the proposals as it could conflict with the proposals submitted forward to DDDC and undermine the work carried out by the Parish Council. Agreed: If a meeting of stakeholders is to be held to discuss Cllr Ripton's proposals, the Chair and Vice-Chair should attend as observers.	Clerk Working Group
Note:	Cllr Belivanis left the meeting at 8.49pm	
0625/9 Risk Assessment review	Councillors reviewed the Clerk's draft copy of the Parish Council's Risk Assessment, which had been circulated to members prior to the meeting. Councillors put forward a number of corrections and amendments which were noted by the Clerk. It was suggested that the 'Risk Management and Policy Statement' includes a colour-coded matrix to better understand the severity of a risk when assessed in terms of likelihood and impact. It was also suggested that the Risk Assessment includes a column to identify who is responsible to managing or controlling the risks. Agreed: The Clerk is to amend the Risk Assessment and Policy Statement. as per the comments and suggestions made by Councillors, and bring it back to the next meeting for a further review.	Clerk
0625/10 Asset Register review	Councillors reviewed the current Asset Register, which has been circulated to members prior to the meeting. Councillors put forward a number of corrections and amendments which were noted by the Clerk. Agreed: The Asset Register is noted and accepted.	
0625/11 Banking arrangements	On the motion of Cllr West, seconded by Cllr Plant, it was agreed: - The Parish Council is to open a new bank account with Unity Trust Bank. - The new account is to require two-member signatories and approval for online payments. - The Clerk is given authority to make online payments. - The Clerk, Cllr Ian Jackson, Cllr John Plant and Cllr Peter Silley are to be signatories on the account and approvers of online payments. - The Clerk is given delegated approval to fulfil the Council's instructions as set out above and close the current Cooperative Bank account.	Clerk

0625/12 Grit bin request	The Clerk informed Councillors of a communication received from a Parishioner regarding a grit bin located outside of Robin Lye, Windmill Lane. The grit bin was in a poor state and leaking salt onto the verge and hedge in the neighbouring property. As a result, the salt was causing significant damage to the hedge. The resident is requesting that the grit bin be replaced or relocated. On the motion of Cllr Plant, seconded by Cllr Spittle, it was agreed: - There not being a suitable location to relocate the grit bin, it is to be replaced. - The Clerk is to purchase a new, identical grit bin to replace the old one. - The Handyman is to lay paving stones beneath the grit bin to give it support and prevent it from cracking when filled. - The Handyman be given additional hours, if required, to carry out the above works.	Clerk Handyman																														
0625/13 Request for use of Market Hall	Councillors considered a request from the Eyam Makers Market for use of the Market Hall between Saturday 22nd November and Monday 30th November 2025 On the motion of Cllr Plant, seconded by Cllr Spittle, 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.																															
0625/14 Quote for laptop	On the motion of Cllr Wiles, seconded by Cllr Wright, it was agreed: The Clerk be given delegated approval to purchase a new Parish Council laptop (Lenovo IdeaPad AMD Ryzen 3) at a cost of £332.50 (excl VAT).	Clerk																														
0625/15 Village reports	- Cllr Plant reported the PROW fingerpost at the entrance to the churchyard from Church Street had broken and was leaning against the wall Action: The Clerk to contact DCC to request the fingerpost be replaced. - Cllr Plant raised concern over the condition of the Footpath 13 (Church Street, through the churchyard and to the rear of Glebe Close. The path has patches of deterioration which are proving hazardous during hours of darkness. Action: The Clerk to contact DCC to request Footpath 13 be inspected for repairs.	Clerk Clerk																														
0625/16 Finance	i. Approval of payments On the motion of Cllr Plant, seconded by Cllr Spittle, the following payments were agreed: <table data-bbox="411 1709 1364 2002"> <thead> <tr> <th>Payee:</th><th>Item of expenditure:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Clerk and Handyman</td><td>Salaries, tax and pensions (June 2025)</td><td>£ 2,601.41</td></tr> <tr> <td>JA Porter</td><td>Cleaning (June 2025)</td><td>£ 510.00</td></tr> <tr> <td>EDF Energy</td><td>Market Hall electricity (June 2025)</td><td>£ 8.00</td></tr> <tr> <td>Wm Eyre and Sons</td><td>Cleaning materials</td><td>£ 88.19</td></tr> <tr> <td>DM Payroll Ltd</td><td>Annual payroll (2025/26)</td><td>£ 132.00</td></tr> <tr> <td>Janice Jackson</td><td>Internal audit (2024/25)</td><td>£ 100.00</td></tr> <tr> <td>Ann Harrison</td><td>Cleaning materials</td><td>£ 77.53</td></tr> </tbody> </table> ii. Income received <table data-bbox="411 2072 1364 2150"> <thead> <tr> <th>Payee:</th><th>Item of income:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>HMRC</td><td>VAT reclaim (2024/25)</td><td>£ 4,697.67</td></tr> </tbody> </table>	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salaries, tax and pensions (June 2025)	£ 2,601.41	JA Porter	Cleaning (June 2025)	£ 510.00	EDF Energy	Market Hall electricity (June 2025)	£ 8.00	Wm Eyre and Sons	Cleaning materials	£ 88.19	DM Payroll Ltd	Annual payroll (2025/26)	£ 132.00	Janice Jackson	Internal audit (2024/25)	£ 100.00	Ann Harrison	Cleaning materials	£ 77.53	Payee:	Item of income:	Amount:	HMRC	VAT reclaim (2024/25)	£ 4,697.67	
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	iii. Budget and accounts monitoring The budget and bank reconciliation (as of 31st May 2025) was circulated to members – see Appendix 0625/A1	
0625/17 Planning	i. Response to recent planning applications NP/DDD/0425/0400 - Olde House, Townhead, Eyam Listed building consent - Internal alterations <u>Agreed:</u> No objections - NP/DDD/0625/0591 – Post Office, Main Road, Eyam Proposed demolition of existing commercial building and proposed new 2 storey domestic 2-bedroom dwelling and associated limited landscaping On the motion of Cllr Plant, seconded by Cllr Wright, it was agreed: The Parish Council objects to the above planning application on the grounds that there is no off-street parking provision. ii. PDNPA decisions on recent planning application. - NP/DDD/1224/1345 - Barn at Top Riley, Riley Back Lane, Eyam, Hope Valley S32 5QZ Lawful Development certificate for the existing use of the barn as holiday accommodation <u>Decision:</u> Refused	
0625/18 Correspondence	The following correspondence were considered and noted: - DCC – Road closure notice for Highcliffe Eyam (7th-9th August 2025) - DCC – Mobile Library dates for July and August 2025 - Parishioner – Grit bin on Windmill Lane - Eyam Makers Market – Request for use of Market Hall - PPPF - Minutes of meeting held May 2025 - DCC – Community News (9.06.2025) - DDDC - Temporary Road Closure for Eyam Carnival (30th August 2025) - Cllr Peter O’Brien – UK Shared Prosperity Fund extension - DCC – Community News (16.06.2025) - DCC - Repairs along the A6187	
0625/19 Next agenda	<u>Agreed:</u> The next agenda to include the following items: - Review of the Parish Council Risk Assessment. - Review of the Biodiversity Policy. - Review of new Complaints Procedure	
0625/20 Next meeting	On the motion of Cllr West, seconded by Cllr Spittle, it was agreed: The next Eyam Parish Council meeting be held Monday 28th July 2025 at 7.30pm in the Church Centre (Blue Room).	

The meeting closed at 9.30pm

DDDC – Derbyshire Dales District Council
DALC – Derbyshire Association of Local Councils

DCC – Derbyshire County Council
PDNPA – Peak District National Park Authority

Appendix 0625/A1

Budget and Bank Reconciliation

Budget 2025/26

31st May 2025

Category of expenditure	Actual	Budget	Variance	2024/25
Salaries, pensions and PAYE	£ 4,096.50	£ 27,000	£ 22,903.50	£ 25,535.52
Administration and expenses	£ 36.58	£ 100	£ 63.42	£ 159.33
Handyman's supplies and equipment	£ 16.00	£ 550	£ 534.00	£ 97.19
IT and website	£ -	£ 100	£ 100.00	£ 16.00
Advertising	£ -	£ 150	£ 150.00	£ -
Room hire	£ -	£ 250	£ 250.00	£ 294.00
Payroll services	£ 7.50	£ 160	£ 152.50	£ 132.00
Insurance	£ 1,340.79	£ 1,250	-£ 90.79	£ 1,099.37
Audit	£ -	£ 500	£ 500.00	£ 400.00
Subscriptions	£ -	£ 425	£ 425.00	£ 429.30
Training	£ -	£ 500	£ 500.00	£ -
Cleaning	£ 630.00	£ 6,000	£ 5,370.00	£ 5,577.42
Washroom services and supplies	£ 713.48	£ 3,500	£ 2,786.52	£ 4,032.90
Market Hall electricity	£ 16.00	£ 150	£ 134.00	£ 96.00
Defibrillator maintenance	£ -	£ 300	£ 300.00	£ -
CCTV maintenance	£ -	£ 500	£ 500.00	£ 365.00
Footpaths	£ -	£ 300	£ 300.00	£ -
Maintenance and contingency	£ -	£ 2,000	£ 2,000.00	£ 19,071.90
Elections	£ 125.00	£ 300	£ 175.00	£ -
Donations	£ 250.00	£ 1,200	£ 950.00	£ 2,075.00
PWLB loan repayments	£ -	£ 6,360	£ 6,360.00	£ 6,359.86
Bank charges	£ 30.00	£ 200	£ 170.00	£ 120.00
Flood Prevention	£ -	£ 1,000	£ 1,000.00	£ -
Christmas lights	£ -	£ 1,000	£ 1,000.00	£ -
Total expenditure:	£ 7,261.85	£ 53,795.00	£ 46,533.2	£ 65,860.79
Income				
Parish precept	£ 50,250.00			£ 43,695.00
Donations	£ -			£ 1,485.14
Grants	£ 250.00			£ -
Eyam Museum (Advertising)	£ -			£ 1,000.00
Grant - UK Shared Prosperity Fund	£ -			£ 14,895.00
Co-Operative Bank shares	£ 3.25			£ 4.46
Co-Operative Bank interest	£ 512.74			£ 1,169.31
VAT reclaim (2024/25)				£ 530.53
Total income:	£ 51,015.99			£ 62,779.44

Bank Reconciliation

31st May 2025

Cash Book		Bank	
Balance from 2024/25	£ 45,936.37	Current account balance	£ 10,000.00
Plus receipts	£ 51,015.99	Reserve Account balance	£ 84,154.83
Less payments	-£ 7,261.85	Plus unrepresented receipts	£ -
Less VAT paid	-£ 88.22	Less unrepresented cheques/payment	-£ 4,552.14
	£ 89,602.29		£ 89,602.69