Eyam Parish Council

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Minutes of Eyam Parish Council meeting held Monday 28th July 2025 at 7.30pm in the Church Centre.

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

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

Item		Action by
0725/1 Apologies	Apologies were received from Cllr Alasdair Sutton (DCC)	
0725/2 Variation of business	None.	
0725/3 Interests	Cllr Wiles and Cllr Plant declared an interest in item **0725/17 Next meeting** through their association with Eyam Church and with consideration to be given to using the Church Centre as a future meeting venue.	
0725/4 Public speaking	**Mr Alan Nichols gave an update on behalf of the Christmas Lights Group:** - The group has considered a number of options for the renewal of Christmas lights in the village and favours an option that will cost around £8,000. - The group is currently seeking donations from the community towards the lights with a target of £4,000. - The group would like to ask the Parish Council to commit to match funding monies raised up to a maximum of £4,000. On the Council's behalf, Cllr Silley thanked Mr Nichols for his update and thanked volunteers on the Christmas Lights Group for the work they have done to date. Cllr Silley suggested that the Council consider the group's request under item **0725/11 Village reports**. **Cllr Simon Ripton (DDDC) reported the following:** - DDDC are carrying out a 'desktop appraisal' of the proposal to use the car park for housing. - DDDC has engaged with the owners of the 'quarry site' for housing, but there has been no expression of interest in making the land available. - Cllr Ripton and Cllr O'Brien continue to work with Mr John Whitby MP to apply pressure to DDDC in bringing the Parish Council's Regeneration Scheme to fruition.	
0725/5 Approval of minutes	**On the motion of Cllr Silley seconded by Cllr Plant it was agreed:** The minutes of the Parish Council meeting held Monday 30th June 2025 be accepted as a true record. The minutes were signed by the Chair.	
0725/6 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) –** A request has been sent to DCC to have the laurel tree cut back even further as it continues to cover the light. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC).	

	- **Collapsed culvert –** No update from the contractor. - **Footpath 16** – Response still awaited from DCC. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC). - **Minor Maintenance Agreement** – No update. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC). - **Japanese Knotweed by the Eyam sign on the closed section of New Road (FS-Case-727255592)** – Reported to DCC. A response is awaited. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC). - **Pollarding of trees on New Road (FS-Case-727251025)** – Reported to DCC. A response is awaited. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC). - **Troughs on Hawkhill Road** – The Clerk has explored the possibility of hiring a skip bag or using a neighbour's driveway to avoid the need for a permit to place a skip on the highway. Unfortunately, neither are viable options. **On the motion of Cllr Silley, seconded by Cllr Belivanis, it was agreed:** The Clerk be given approval to spend an additional £100 (on top of the £250 approved for skip hire) for a permit to place a skip on the highway. - **Parishes Online** – The Clerk is to begin the free trial in August 2025. The Clerk is to meet with Cllr Plant to trial adding assets to the software. - **Meeting with DCC Cabinet Member for Highways** – The meeting is to take place on 31st July 2025 at 1pm at County Hall. Cllr Silley, Cllr Plant and the Clerk are to attend. **<u>Action</u>:** The Clerk is to compile a list of ongoing and outstanding highways issues for the meeting. - **New bank account** – An application has been submitted to Unity Trust Bank for a new Current Account and Instant Access Savings Account, as agreed at the June 2025 meeting. Signatures for the mandate are to be taken from Cllr Silley, Cllr Jackson and Cllr Plant following the meeting. - **Council vacancy** – DDDC Democratic Services has been informed of the Parish Council vacancy and the relevant notice has been published on the Parish Council noticeboard and website. - **Broken fingerpost at Churchyard entrance/Footpath 13 (FS-Case-733151561)** – This has been reported to PROW department at DCC and a request made that it be removed and replaced. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC). - **Condition of Footpath 13 through Churchyard (FS-Case-733152986)** – This has been reported to PROW department at DCC for inspection. The matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC).	
0725/7 Regeneration project	Cllr Wiles told the meeting that he has updated 'Questions and Answers' document in relation to the Parish Council's Regeneration Scheme. **<u>Agreed</u>:** The Clerk is to print 475 copies of the document, using the most cost-effective method available. **<u>Agreed</u>:** Councillors to distribute copies of the document to all houses in Eyam. **<u>Agreed</u>:** Once delivered, the Clerk is to send a copy to the local press. **<u>Action</u>:** The Clerk is to publish a copy of the document on the Parish Council website, along with copies of plans and Housing Needs Surveys.	 **Clerk** **Councillors** **Clerk** **Clerk**
0725/8 Risk Assessment review	**On the motion of Cllr Jackson, seconded by Cllr Plant, it was agreed:** The revised Parish Council Risk Assessment be formally adopted. **<u>Action</u>:** The Clerk to publish the Risk Assessment on the Parish Council website.	 **Clerk**

0725/9 Complaints procedure	Councillors put forward several amendments which were noted by the Clerk. **On the motion of Cllr Wiles, seconded by Cllr Spittle, it was agreed:** With the amendments put forward by members, the Complaints Procedure be formally adopted. **Action:** The Clerk to publish the Complaints Procedure on the Parish Council website.	**Clerk**
0725/10 Washroom services quote	**On the motion of Cllr Plant, seconded by Cllr Jackson, it was agreed:** To approve payment of £1,528.37 (excl VAT) to Initial Rentokil for the 2025/26 Annual Washroom Services Contract at Eyam public toilets.	
0725/11 Village reports	- Councillors considered the request from the Christmas Lights Group, made earlier in the meeting under item **0725/4 Public speaking**. **On the motion of Cllr Spittle, seconded by Cllr Wright, it was agreed:** • The Parish Council commits to match funding monies raised by the Christmas Lights Group towards new festive lights. • A maximum of £4,000 be made available to the group in match funding. • The Parish Council bank account is to accept donations towards the lights. • All funds received for the lights are to be ringfenced and accounted for. - Cllr Wiles reported that the two troughs opposite Tideswell Lane are being repeatedly hit by vehicles parking next to them. It was suggested that preventative measures are put in place. **Agreed:** The Clerk is to contact DCC and enquire about bollards being installed on the highway to prevent further damage to the troughs. - It was noted that the bin in the Parish Council car park is often overflowing and more capacity is needed. **Agreed:** The Clerk is to source quotes for the purchase of an additional bin. - Cllr Silley raised concerns about an increasing number of HGVs travelling down The Edge and contravening weight restrictions. **Agreed:** The above matter is to be raised at the upcoming meeting with Cllr Charlotte Hill (DCC).	**Clerk** **Clerk**
0725/12 August payments	**On the motion of Cllr Wiles, seconded by Cllr West, it was agreed:** - The Clerk be given delegated approval to make payments over the summer break for staff wages, HMRC liabilities, the cleaner and handyman supplies. - Cllr Jackson be given approval to authorise payments online.	
0725/13 Finance	i. **Approval of payments** **On the motion of Cllr Plant, seconded by Cllr West, the following payments were agreed:**	

Payee:	**Item of expenditure:**	**Amount:**
Clerk and Handyman	Salaries, tax and pensions (July 2025)	£ 2,026.01
JA Porter	Cleaning (July 2025)	£ 600.00
EDF Energy	Market Hall electricity (July 2025)	£ 8.00
Cooperative Bank	Bank charges	£ 30.00
Eyam Church Centre	Room hire (July 2025)	£ 30.00
Currys (PC World)	Lenovo Laptop	£ 319.00 *
PWLB	Loan repayment (August 2025)	£ 3,179.93
Initial Rentokil	Annual Washroom Service (2025/26)	£ 1,834.04

* Purchased by and to be reimbursed to the Clerk.

	ii. **Income received** **Payee:** **Item of income:** **Amount:** Undisclosed Donation towards Christmas lights £ 200.00 iii. **Budget and accounts monitoring** The budget and bank reconciliation statement (as of 30th June 2025) was circulated to members – see **Appendix 0725/A1**	
0725/14 Planning	i. **Response to recent planning applications** - **NP/DDD/0725/0670 – 3 Fern Square, Main Road, Eyam** Alterations to windows and doors and change of render material **Agreed:** No objections. ii. **PDNPA decisions on recent planning application.** - **NP/DDD/0425/0400 - Olde House, Townhead, Eyam** Listed building consent - Internal alterations **Decision:** Withdrawn. - **NP/DDD/0125/0055 - Dale Cottage, The Dale, Eyam** Construction of wooden garden office, installation of boundary fence to roadside and fitting of two radon extraction pipe flues to the property **Decision:** Granted with conditions. - **NP/DDD/0425/0376 – Swallows Nest Barn, The Edge, Eyam** S.73 application for the removal of condition 5 on NP/DDD/0724/0738 **Decision:** Granted with conditions.	
0725/15 Correspondence	**The following correspondence were considered and noted:** - Author/publisher - Permission to use photographs in guidebook - Severn Trent – Councillor Newsletter (Summer 2025) - DALC – Newsletter (July 2025) - Cllr Peter O'Brien (DDDC) – Active Travel Masterplan consultation - Cllr Peter O'Brien (DDDC) Consultation on PSPOs to ban fires and barbeques - DCC – Community News (21.07.2025) - Derbyshire Councils – Consultation on local government reorganisation - DALC – DALC Awards 2025	
0725/16 Next agenda	None.	
0725/17 Next meeting	Councillors discussed whether to hold future Parish Council meetings at the Mechanics Institute or the Church Centre. **Agreed:** In light of the need for disabled access and the Mechanics Institute having a lift to the meeting room, meetings are to continue at the Mechanics Institute. **Action:** The Clerk to enquire with the Mechanics Institute about the possibility of having more tables put in the meeting room. **Note:** Neither Cllrs Wiles nor Cllr Plant participated in this agenda item.	

The meeting closed at 9.10 pm

DDDC – Derbyshire Dales District Council
DALC – Derbyshire Association of Local Councils
DCC – Derbyshire County Council
PDNPA – Peak District National Park Authority

Appendix 0725/A1

Budget and Bank Reconciliation

Budget 2025/26

30th June 2025

Category of expenditure	Actual	Budget	Variance	2024/25
Salaries, pensions and PAYE	£ 6,697.71	£ 27,000	£ 20,302.29	£ 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	£ 139.50	£ 160	£ 20.50	£ 132.00
Insurance	£ 1,340.79	£ 1,250	-£ 90.79	£ 1,099.37
Audit	£ 100.00	£ 500	£ 400.00	£ 400.00
Subscriptions	£ -	£ 425	£ 425.00	£ 429.30
Training	£ -	£ 500	£ 500.00	£ -
Cleaning	£ 1,303.02	£ 6,000	£ 4,696.98	£ 5,577.42
Washroom services and supplies	£ 713.48	£ 3,500	£ 2,786.52	£ 4,032.90
Market Hall electricity	£ 24.00	£ 150	£ 126.00	£ 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:	**£ 10,776.08**	**£ 53,795.00**	**£ 43,018.9**	**£ 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)	£ 4,697.67			£ 530.53
Total income:	**£ 55,713.66**			**£ 62,779.44**

Bank Reconciliation

30th June 2025

Cash Book	
Balance from 2024/25	£ 45,936.37
Plus receipts	£ 55,713.66
Less payments	-£ 10,776.08
Less VAT paid	-£ 90.92
	£ 90,783.03

Bank	
Current account balance	£ 10,000.00
Reserve Account balance	£ 84,031.38
Plus unpresented receipts	£ -
Less unpresented cheques/payment	-£ 3,248.35
	£ 90,783.03