

Eyam Parish Council

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Minutes of Eyam Parish Council meeting held Monday 29th September 2025 at 7.30pm in the Mechanics Institute.

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), Adrian Webster (Handyman), Cllr Peter O'Brien (DDDC) and 2 members of the public.

Item		Action by
0925/1 Apologies	Apologies were received from Cllr Alasdair Sutton (DCC) and Cllr Simon Ripton (DDDC).	
0925/2 Variation of business	None.	
0925/3 Interests	None.	
0925/4 Public speaking	Mr Alan Nichols gave an update on behalf of the Christmas Lights Group: - With the funds raised so far and the commitment of match funding from the Parish Council, it is now possible to proceed with the purchase of 'stage 1' of the Christmas lighting scheme. This is at a cost of £6,683.00 (excl VAT). - A quote has been received from DCC for the cost of connecting to the existing power supply of 2x streetlighting columns in The Square. This has been priced at £1,935.47 (excl VAT) per streetlight. - Further donations are expected in the coming days. It is hoped that there will be adequate funds to connect to the power supply of 1x streetlight column, if not both. - Should the Council agree to go-ahead with the purchase and installation of Christmas lights and works by DCC (as set out above), then the group will liaise with the Clerk to progress this. The initial order will need to be placed with the supplier within 2 working days of the meeting. Cllr Peter O'Brien (DDDC) reported the following: - DDDC is working with a developer partner to advise on costings for the delivery of social housing in Eyam. - Following questions on how DDDC can assist with 'rough sleepers', Cllr O'Brien said he will investigate what help can be provided.	
0925/5 Approval of minutes	On the motion of Cllr Plant seconded by Cllr Spittle it was agreed: The minutes of the Parish Council meeting held Monday 28th July 2025 be accepted as a true record. The minutes were signed by the Chair.	
0925/6 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) – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. It was noted that the light is now completely out. Action: The Clerk is to report to DCC that light is not working.	Clerk

	- Footpath 16 – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. - Minor Maintenance Agreement – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). A draft copy has been delivered and is to be considered by Council under agenda item 0925/9. - Broken fingerpost at Churchyard entrance/Footpath 13 (FS-Case-733151561) – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. - Condition of Footpath 13 through Churchyard (FS-Case-733152986) – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. - Japanese Knotweed by the Eyam sign on the closed section of New Road (FS-Case-727255592) – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. - Pollarding of trees on New Road (FS-Case-727251025) – This matter was raised at the meeting with Cllr Charlotte Hill (DCC). There has been no action or update since the last meeting. - Printing and delivery of the Regeneration Project Q&A leaflet – In agreement with the Chair, the printing of the leaflet was been put on hold due to uncertainty about DDDC's plans for social housing in Eyam. Agreed: The leaflet is to be printed for distribution, but it is to include a note about DDDC's plans to find a potential second housing site. - Collapsed culvert – No update from the contractor. - Troughs on Hawkhill Road – The Handyman has carried works to clear the troughs to a high standard (COMPLETED). - Weed spraying – The Handyman has carried out weed spraying around the village. It was confirmed that spraying only took place on hardstanding areas, roadsides, kerbstones and walled areas. No grass verges nor vegetation and wildflower areas were sprayed. - CCTV Annual Service – This has been arranged through Cllr Plant and completed. A new PTZ camera is required which a quote has been provided and to be considered under agenda item 0925/11. - New bank account – The Unity Trust Bank account is now open and the transfer of funds from the current Cooperative account is underway. Once complete, the Cooperative bank account will be closed (COMPLETE). - Council vacancy – DDDC Democratic Services has informed the Clerk that there has been no request for an election to fill the Parish Council vacancy. A 'Notice of Vacancy' has been published and prospective candidates have been invited to the September meeting. In agreement with the Chair, Council is to coopt at the October meeting. - Completion of Audit – PKF Littlejohn has completed the External Audit. Apart from the Clerk mistakenly dating the Governance Statement 2024, instead of 2025, no issues have been reported. A 'Notice of Conclusion of Audit' has been issued and to be published on the Parish Council website and noticeboard (COMPLETED). - DDDC public toilet grant – The Clerk has been invited by DDDC to apply for a grant for the running of the public toilets. The Clerk has applied for £13,000 – the equivalent 2024/25 expenditure on Eyam public toilets (including cleaning, cleaning materials, toilet rolls and basic maintenance).	Clerk
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0925/7 Christmas lights	Councillors considered the comments by Mr Alan Nicholls during public speaking (item 0925/4). On the motion of Cllr Jackson, seconded by Cllr Wright, it was agreed: - The Clerk is to order the 'stage 1' lighting scheme from Blachere Illumination UK Ltd. - As and when donations are received, the Clerk is given delegated authority to order works by DCC to connect to the power supply of 2x streetlighting columns in The Square.	Clerk Clerk
0925/8 Highways matters	Cllr Silley and Cllr Plant reported on a positive meeting with Cllr Charlotte Hill, DCC Cabinet Member for Highways and Potholes, to discuss ongoing highways matters in the parish. A document listing the issues raised with Cllr Hill was circulated to members prior to the meeting for their reference. It was also noted that Cllr Hill has offered to visit Eyam to discuss/look at the Parish Council's ongoing highways and public rights of way (PROW) concerns. Agreed: The Clerk is to contact Cllr Hill to ask for an update on the highways and PROW matters raised at the meeting. Agreed: The Clerk is to invite Cllr Hill to Eyam for a follow-up meeting in Eyam.	Clerk Clerk
0925/9 Minor Maintenance Agreement	Prior to the meeting, the Clerk circulated the draft Minor Maintenance Agreement from DCC for consideration by members. On the motion of Cllr Jackson, seconded by Cllr Plant, it was agreed: - To accept the terms of the Minor Maintenance Agreement. - The is authorised Chair to sign the agreement on behalf of the Parish Council.	
0925/10 Biodiversity Policy	Following a review of the Parish Council's Biodiversity Policy, Cllr West gave the following report: - The existing policy is sound, however, reference to a 'newsletter' should be removed. - A Biodiversity Action Plan be created to sit accompany the policy. - The Action Plan is to focus on common land/areas within the Parish and what can be done to each to enhance biodiversity. - At the outset, it is proposed to start with the grassed areas and to take on one area per year. - It is suggested that the grassed areas are planted with spring bulbs. This will attract pollinators and ensure that the grassed areas can be used throughout the summer months. - The Action Plan is to include involvement and education with the community. The school and community groups will also be invited to volunteer and participate. Agreed: The above proposals are accepted. Agreed: Cllr West is to formulate a draft Biodiversity Action Plan which is to be circulated to members, along with the Biodiversity Policy. Agreed: The Council is to review the Action Plan and Policy at the next meeting.	Cllr West Clerk
0925/11 Quote for camera replacement	Councillors considered a quote from Security Camera Systems for a replacement PTZ camera at the Parish Council car park. Agreed: The Clerk is to return to the supplier to seek advice on upgrading the camera to an 8MP. Agreed: The Clerk is to source quotes from alternative providers.	Clerk Clerk

0925/12 Council website	The Clerk reported on the need to upgrade the Parish Council website from a '.com' domain to 'gov.uk'. This is now a legal obligation for Parish Councils and a requirement in the upcoming 2025/26 External Audit. Initial quotes range from £500 to £1,000, but the Clerk continues to look at other suppliers, costings and webhosting packages. Agreed: The Clerk's report on the above matter is noted. Action: The Clerk is to continue looking at options for the website.	Clerk																																																			
0925/13 Village reports	- Cllr Silley reported that he has been invited to Parliament by Mr John Whitby MP to discuss the impact of holiday homes on communities and the need to recognise them as businesses. Agreed: Cllr Silley is to formally represent the Parish Council at the meeting in Parliament and speak on the topic of holiday lets in rural villages. Agreed: The Parish Council is to cover Cllr Silly's travel expenses between Eyam and London. - It was noted that the streetlight at the Old Butchers, Church Street, has not been relocated, as previously promised by DCC. Action: The Clerk to pursue the above matter with DCC. - It was noted that the gate post at the entrance to the Parish Council car park needs to be replaced. Agreed: The Clerk is to seek quotes to replace the post. - It was noted that the timber signs in the cast iron (black and white) fingerpost in The Square need to be replaced. Agreed: The Clerk is to seek quotes to replace the timber signs.	Clerk Clerk Clerk																																																			
0925/14 Finance	i. Approval of payments On the motion of Cllr Jackson, seconded by Cllr West, the following payments were agreed: <table border="1"> <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 (August)</td><td>£ 2,061.58</td></tr> <tr> <td>Clerk and Handyman</td><td>Salaries, tax and pensions (September)</td><td>£ 2,777.86</td></tr> <tr> <td>JA Porter</td><td>Cleaning (August 2025)</td><td>£ 540.00</td></tr> <tr> <td>JA Porter</td><td>Cleaning (September 2025)</td><td>£ 525.00</td></tr> <tr> <td>EDF Energy</td><td>Market Hall electricity (August 2025)</td><td>£ 8.00</td></tr> <tr> <td>EDF Energy</td><td>Market Hall electricity (Sept 2025)</td><td>£ 8.00</td></tr> <tr> <td>Security Camera Syst.</td><td>Annual CCTV service (2025)</td><td>£ 375.00</td></tr> <tr> <td>Wm Eyre and Sons</td><td>Cleaning materials and hardware</td><td>£ 103.94</td></tr> <tr> <td>PKF Littlejohn</td><td>External Audit (2024/25)</td><td>£ 378.00</td></tr> <tr> <td>B&M Waste Services</td><td>4 Yard skip hire</td><td>£ 330.00 *</td></tr> <tr> <td>Cartridge People</td><td>Printer ink</td><td>£ 47.48 *</td></tr> <tr> <td>Gritbins.net</td><td>Grit bin</td><td>£186.28 *</td></tr> <tr> <td>Initial Washrooms</td><td>2x box toilet rolls</td><td>£ 158.09 *</td></tr> <tr> <td>Initial Washrooms</td><td>1 x box toilet rolls</td><td>£ 79.04 *</td></tr> </tbody> </table> * Purchased by and to be reimbursed to the Clerk. ii. Income received <table border="1"> <thead> <tr> <th>Payee:</th><th>Item of income:</th><th>Amount:</th></tr> </thead> <tbody> <tr> <td>Parishioners</td><td>Donation to Christmas lights</td><td>£ 2,950.00</td></tr> </tbody> </table> iii. Budget and accounts monitoring The budget and bank reconciliation statement (as of 31st August 2025) was circulated to members – see Appendix 0925/A1	Payee:	Item of expenditure:	Amount:	Clerk and Handyman	Salaries, tax and pensions (August)	£ 2,061.58	Clerk and Handyman	Salaries, tax and pensions (September)	£ 2,777.86	JA Porter	Cleaning (August 2025)	£ 540.00	JA Porter	Cleaning (September 2025)	£ 525.00	EDF Energy	Market Hall electricity (August 2025)	£ 8.00	EDF Energy	Market Hall electricity (Sept 2025)	£ 8.00	Security Camera Syst.	Annual CCTV service (2025)	£ 375.00	Wm Eyre and Sons	Cleaning materials and hardware	£ 103.94	PKF Littlejohn	External Audit (2024/25)	£ 378.00	B&M Waste Services	4 Yard skip hire	£ 330.00 *	Cartridge People	Printer ink	£ 47.48 *	Gritbins.net	Grit bin	£186.28 *	Initial Washrooms	2x box toilet rolls	£ 158.09 *	Initial Washrooms	1 x box toilet rolls	£ 79.04 *	Payee:	Item of income:	Amount:	Parishioners	Donation to Christmas lights	£ 2,950.00	
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	i. Response to recent planning applications - NP/DDD/0925/0885 - Underlowe, Lydgate, Eyam Side extension and pool house On the motion of Cllr West, seconded by Cllr Spittle, it was agreed: The following comment be submitted to the PDNPA in relation to the above planning application: <i>Although the Parish Council has no objection to the application, it is noted that there is no regard towards biodiversity net gain. This is something that planners and committee members might wish to consider when determining the application.</i> - NP/DDD/0925/0907 - Dale Cottage, The Dale, Eyam Loft conversion and new proposed rear porch On the motion of Cllr West, seconded by Cllr Spittle, it was agreed: The following comment be submitted to the PDNPA in relation to the above planning application: <i>Eyam Parish Council has no objection to the application and see no reason why permission should not be granted.</i> ii. PDNPA decisions on recent planning application. None.	
0925/16 Correspondence	The following correspondence were considered and noted: - DCC – Community News (04.08.2025) - PDNPA – Invite to Parishes Day 2025 - DCC – Invite to Parish and Town Council Liaison Forum - DDDC – Casual Vacancy and confirmation to coopt - DDDC – Road closure notice for Eyam Bonfire and Firework Display - DDDC – Local Projects Fund (match funding for Christmas lights) - Bakewell SNT – Newsletter (August 2025) - DALC – Newsletter (August 2025) - Paul Wilson (CEO, DDDC) – Eyam Regeneration Project - Bakewell SNT – Newsletter (September 2025) - Security Camera Systems – Annual service report - Security Camera Systems – Quote for replacement camera - DCC – Mobile Library dates (October 2025) - Baslow Environment Group - Baslow Renewable Energy Day - DALC – Newsletter (September 2025) - Planning Inspectorate - APP/M9496/D/25/3360574 - PKF Littlejohn – Notice of Conclusion of Audit (2024/25) - Red Rat Rampage – Request to use public toilets Agreed: The Clerk is to write to the organisers of the Red Rat Rampage to ask that requests for use of the car park and toilets for future events are given with at least 3 months notice.	
0925/17 Next agenda	Agreed: The next agenda is to include the following items: - Co-option to fill Parish Council vacancy - First draft of the budget 2026/27 - If available, revised quote for replacement CCTV unit - If available, quotes for new, compliant website	
0925/18 Next meeting	Agreed: The next Eyam Parish Council meeting is to be held on Monday 27th October 2025 at 7.30pm in the Mechanics Institute.	
0925/19 Exclusion of public and press	On the motion of Cllr Silley, seconded by Cllr Jackson, it was agreed: By reason of the confidential nature of the business to be transacted, the following agenda items be closed to the public and press.	

0925/20 Pay Agreement 2025	On the motion of Cllr Spittle, seconded by Cllr Belivanis, it was agreed: The Pay Agreement 2025, as recommended by the National Joint Council in the Local Government Service Pay Agreement, be applied to staff salaries and back dated to April 2025.	
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The meeting closed at 9.07 pm

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

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

Appendix 0925/A1**Budget and Bank Reconciliation****Budget 2025/26**31st August 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 Reconciliation31st August 2025

Cash Book		Bank	
Balance from 2024/25	£ 45,936.37	Current account balance	£ 10,000.00
Plus receipts	£ 55,713.66	Reserve Account balance	£ 84,031.38
Less payments	-£ 10,776.08	Plus unrepresented receipts	£ -
Less VAT paid	-£ 90.92	Less unrepresented cheques/payment	-£ 3,248.35
	£ 90,783.03		£ 90,783.03