

Eyam Parish Council

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Minutes of Eyam Parish Council held on Monday 20th November 2023 at 7.30pm in the Mechanics Institute.

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

In attendance: Colin Swindell (Clerk), Adrian Webster (Handyman), Cllr Simon Ripton (DDDC) and Cllr Peter O'Brien.

Item		Action by
Election of Chair	Cllr Mason proposed he be relieved of his duties as Vice-Chair as he had to leave the meeting early. On the motion of Cllr Mason, seconded by Cllr Spittle, it was agreed: Cllr Plant is appointed Chair of the meeting.	
1123/1 Apologies	Apologies were received from Cllr Jackson and Cllr Wright. Apologies were also received from Cllr Alasdair Sutton (DCC) and PCSO Boswell.	
1123/2 Variation of business	None.	
1123/3 Interests	None.	
1123/4 Public Speaking	Cllrs, Belivanis, Plant, O'Brien (DDDC) and Ripton (DDDC) gave an update on the housing meeting which took place on 15th November 2023. The meeting explored numerous options to deliver an affordable housing scheme in the village. Councillors reported that there appeared to be a lack of enthusiasm to get the scheme off the ground and deal with any potential issues. Agreed: The Clerk is to write to DDDC and state the following: - The Parish Council's preferred site for an affordable housing scheme is the DDDC car park. - Land to east and south of the site should be purchased and developed to accommodate 8 properties. - A new site for the toilets and coach parking must be sought. - If, and only if, the above options cannot be brought to fruition, then an alternative site should be found. This should be a last resort. - A hydrological survey of the area should be undertaken at the earliest opportunity. - DDDC is asked to reply by the end of January 2024.	Clerk
1123/5 Handyman's report	The Handyman reported the following: - The rubbish from the car park has now been removed. - The posts around the car park have been repaired. - Mowing is now complete and the mower will be serviced. - The wall at Mompesson's Well has fallen down. Agreed: Adrian Webster to rebuild the wall. This work is to be undertaken as a private individual and not as part of his Handyman duties.	Adrian Webster

1123/6 Approval of minutes	On the motion of Cllr Mason, seconded by Cllr Spittle, it was agreed: The minutes of the meeting held on Monday 30 th October 2023 be accepted as true record. The minutes were signed by the Chair.	
1123/7 Clerk's report	The clerk reported the following: - Flooding – A notice has been published inviting residents to provide concise, local and historical knowledge of flooding, culverts and drainage in Eyam. Several parishioners have responded. - Eyam Post Office – Discussion have taken place with the Network Transformation Office at Post Office Ltd. The matter is to be discussed further under item 1123/10 Post Office update. - Eyam Surgery – A letter has been sent to Dr Taylor seeking reassurances over the future of medical services in the village. No response has been received. - Flood waste in car park – DDDC have been contacted to asked to remove the waste and pile of stone. - 3x faulty streetlights – All three issues, raised in the October 2023 meeting, have been reported to DCC (references FS-Case-562396534, FS-Case-562396255 & FS-Case-562395604). - Overhanging vegetation at The Dale – This has been reported to DCC (reference FS-Case-562397402). - Push Gritter – This has been purchased from Sam Turner and Sons at a cost of £227.05 (£170.00 cheaper than originally quoted). - Toilet rolls – These have been ordered and delivered successfully without having to involve Initial. - Hand dryers in public toilets – No update and no contact yet from the Initial's new area contract manager. - Toilet drainage – No update. - Markovitz trade account – This is now set-up but the Clerk is awaiting written confirmation and the account number.	
1123/8 Flooding	The Clerk reported on actions and correspondence since the last meeting in relation to flooding: - The Clerk has published a note asking residents for local and historical information relating to drainage, culverts and flooding in Eyam. Several responses have been received. - The attenuation pond at The Glebe has been serviced, but more maintenance is needed. This has been reported to DCC by Cllr Sutton (DCC). - A map of the drainage system at The Glebe has been acquired. This was handed to the Clerk and put on record in the 2023/24 file. - Cllr Sutton and the Clerk have made requests for the gullies in the village to be cleared as a matter of urgency. - Cllr Sutton has requested DCC flood officers meet with residents, Parish Councillors and representatives of DDDC and EA. This is till to be arranged. Action: The Clerk to make a direct request to DCC flood officers for a meeting - as outlined above. This should take place in the next 2 weeks. Action: The Clerk to contact DCC and request that no more grit be put onto the Nook to prevent it washing away into culverts and gullies.	Clerk Clerk
1123/9 Eyam GP Surgery	A letter was sent to Dr Taylor on Monday 6 th November 2023 seeking reassurance that any new owner of the practice would continue to provide a fully-staffed medical service - as at present. No reply has been received.	

1123/10 Eyam Post Office	Cllr Wiles and the Clerk have contacted the Network Transformation Officer and the Regional Manager at Post Office Ltd regarding the future of the service in Eyam. The outcome of the discussions was as follows: - Post Office Ltd has spent several months trying to find an alternative business or location to accommodate a counter service. This has proven unsuccessful. - The Post Office do not believe that a replacement post office service is needed in Eyam. - The Post Office has said that a public consultation will take place six weeks before the closure of the Eyam branch. Cllr Wiles expressed the view that this is unacceptable and the consultation should take place immediately. - It is unlikely that a charity or community group could take on the service as it would require committed and fully trained volunteers to run it. Furthermore, the business would not be financially viable. Agreed: Cllr Wiles to write update on the future of the Posy Office for the Parish Magazine.	Cllr Wiles												
1123/11 Christmas lighting	Agreed: To defer this item to the next meeting.													
1123/12 Bus services	Cllr Silley reported on comments from parishioners about Eyam's bus services. The no.65 bus is a good service, but it is questioned why it is scheduled to arrive in Eyam at the same time as the no.257, with both services going on to Sheffield. There were several concerns about the no.257 service: - Buses do not always adhere to the scheduled route and it frequently misses The Square and does not do up to the Museum. - The service is frequently cancelled – particularly in the afternoons. - Access from The Square and up Church Street (past the shop) is often problematic. Could this section be made one-way? - The timetable for the service is unrealistic and often leads to buses being delayed by around 20-30 minutes. - Delays and cancellations are not communicated to the public. Could this be resolved with a digital display in The Square detailing real time arrivals and departures. Agreed: The Clerk to write to the bus companies and relevant bodies to express the above concerns.	Clerk												
1123/13 Donation to the RBL	Agreed: A donation of £75.00 be made to the Eyam British Legion for providing a wreath at the Service of Remembrance.	Clerk												
1123/14 Village reports	None.													
Note	Cllr Mason left the meeting (9.23pm)													
1123/15 Finance	i. Approval of payments On the motion of Cllr Belivanis, seconded by Cllr Brown, the following payments were agreed: <table> <tr> <td>Payee:</td><td>Item of expenditure:</td><td>Amount:</td></tr> <tr> <td>JA Porter</td><td>Cleaning</td><td>£450.00</td></tr> <tr> <td>EDF</td><td>Market Hall Electricity (Oct 2023)</td><td>£4.00 (DD)</td></tr> <tr> <td>Ann Harrison</td><td>Cleaning materials</td><td>£50.87</td></tr> </table>	Payee:	Item of expenditure:	Amount:	JA Porter	Cleaning	£450.00	EDF	Market Hall Electricity (Oct 2023)	£4.00 (DD)	Ann Harrison	Cleaning materials	£50.87	
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	ICO Data protection fee £40.00 Post Office Ltd Stamps £3.00 * Stinky Ink Printer ink £24.84 * Initial-Rentokil Toilet rolls £73.52 * Sam Turner & Sons Push spreader/gritter £227.05 * Eyam RBL Donation for wreath £75.00 * Items purchased by and to be reimbursed to the Clerk. Agreed: As the meeting has been called a week earlier than usual, payments for the Clerk's salary, the Handyman's salary, HMRC and pensions are to be processed and approved retrospectively at the December meeting. ii. Income received None. iii. Budget and accounts monitoring The budget and bank reconciliation (October 2023) was circulated to members – see Appendix 1123/A1. Agreed: The budget and bank reconciliation be considered and noted. iv. Draft budget 2024/25 On the motion of Cllr Silley, seconded by Cllr Wiles, it was agreed: - The draft budget for 2024/25 as set out in Appendix 1123/A2 be accepted. - The precept for 2024/25 be set at £43,695.00 (an increase of 1%) to meet a budget requirement of £51,835.00.	
1123/16 Planning	i. Response to recent planning applications None. ii. PDNPA decisions on recent planning applications None.	
1123/17 Correspondence	The following correspondence were considered and received: - DALC – National Joint Council pay award - DCC – Community News part 1 (November 2023) - DCC – Community News part 2 (November 2023) - DDDC – Local Projects Fund - Parishioner – concerns over the future of Eyam Post Office - Numerous parishioners – knowledge on drains, culverts and flooding - Cllr Alasdair Sutton – various matters relating to recent floods	
1123/18 Next agenda	Agreed: The next agenda to include the following items: - Meeting date for Working Group to discuss Parish Council aims/objectives. - Christmas lights - Update on Flooding, bus service and GP surgery	
1123/19 Next meeting	Agreed: The next Eyam Parish Council meeting be held on Monday 18th December 2023.	
1123/20 Exclusion of public and press	On the motion of Cllr Spittle, seconded by Cllr Belivanis, 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 under the Public Bodies (Admission to Meetings) Act 1960 sec 1 (2).	
1123/21 NJC Pay Award	On the motion of Cllr Wiles, seconded by Cllr Plant, it was moved that: The 2023 pay award, as recommendation by the NJC, be applied to the salaries of the Clerk and Handyman and back dated to April 2023.	

The meeting closed at 9.51pm

Appendix 1123/A1

Budget and Bank Reconciliation

Budget 2023/24

(including invoices received prior to the meeting)

Category of expenditure	Actual	Budget	Variance
Salaries, pensions and PAYE	£ 14,172.30	£ 25,000.00	£ 10,827.70
Administration and expenses	£ 76.69	£ 100.00	£ 23.31
Handyman's supplies and equipment	£ 364.26	£ 550.00	£ 185.74
IT and website	£ -	£ 250.00	£ 250.00
Advertising	£ -	£ 150.00	£ 150.00
Room hire & Zoom	-£ 35.00	£ 200.00	£ 235.00
Payroll	£ 132.00	£ 200.00	£ 68.00
Insurance	£ 969.74	£ 1,000.00	£ 30.26
Audit	£ 390.00	£ 450.00	£ 60.00
DALC subscriptions	£ -	£ 425.00	£ 425.00
Training	£ -	£ 750.00	£ 750.00
Cleaning	£ 3,436.23	£ 3,000.00	-£ 436.23
Toilets - Initial contract and supplies	£ 1,559.79	£ 3,500.00	£ 1,940.21
Market Hall electricity	£ 34.00	£ 500.00	£ 466.00
Defibrillator maintenance	£ -	£ 300.00	£ 300.00
CCTV	£ 355.00	£ 1,000.00	£ 645.00
Footpaths	£ -	£ 300.00	£ 300.00
Maintenance and contingency	£ 50.00	£ 2,000.00	£ 1,950.00
Elections	£ 1,438.00	£ 500.00	-£ 938.00
Donations	£ 200.00	£ 1,200.00	£ 1,000.00
PWLB loan repayments	£ 3,179.93	£ 6,360.00	£ 3,180.07
Bank charges	£ 90.00	£ 150.00	£ 60.00
Christmas lights	£ -	£ 1,000.00	£ 1,000.00
Market Hall re-roofing	£ 6,572.00	£ 8,500.00	£ 1,928.00
Total expenditure:	£ 32,984.94	£ 57,385.00	£ 24,400.06
Income			
Parish precept	£ 43,262.00		
Car park donations	£ 1,045.96		
Public toilet donations	£ 657.51		
Mompesson's Well donations	£ 83.64		
Eyam Museum (Advertising)	£ 1,000.00		
New Road Residents Association	£ 495.00		
Co-Operative Bank shares	£ 3.88		
Co-Op Reserve Acc. interest	£ 885.74		
VAT reclaim (2022/23)	£ 984.57		
Total income:	£ 48,418.30		
Balance 2023/24:	£ 15,433.36		

Bank Reconciliation - October 2023

Cash Book		Bank	
Balance from 2022/23	£ 55,973.94	Current account balance	£ 2,500.00
Plus receipts	£ 47,132.62	Reserve Account balance	£ 78,372.17
Less payments	-£ 22,504.27	Plus unrepresented receipts	£ -
Less VAT paid	-£ 360.06	Less unrepresented cheques/payment	-£ 629.94
	£ 80,242.23		£ 80,242.23

Appendix 1123/A2

Draft budget 2024/25

Eyam Parish Council									
Proposed Budget and Precept 2024/25									
Item of Expenditure	2021/22		2022/23		2023/24			2024/25	Notes
	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Proposed	
Staff and wages	£ 23,148	£ 24,373	£ 25,500	£ 24,024	£ 25,000	£ 13,593	£ 24,000	£ 26,500	Worst case scenario - includes pay increase/backpay
Administration & expenses	£ -	£ 17	£ 100	£ 21	£ 100	£ 13	£ 40	£ 100	Frozen - current budet sufficient
Handyman's supplies & expenses	£ 720	£ 405	£ 550	£ 65	£ 550	£ 175	£ 300	£ 550	Frozen - current budet sufficient
IT and website	£ 150	£ 292	£ 250	£ 31	£ 250	£ -	£ 50	£ 250	Current budget is sufficient
Advertising	£ -	£ 190	£ 150	£ -	£ 150	£ -	£ -	£ 150	Not used. Current budget is sufficient
Room hire & Zoom	£ 175	£ 186	£ 200	£ 81	£ 200	£ 35	£ 100	£ 200	Frozen - current budet sufficient
Payroll	£ 195	£ 144	£ 200	£ 132	£ 200	£ 132	£ 132	£ 200	Frozen - current budet sufficient
Insurance	£ 1,632	£ 829	£ 900	£ 917	£ 1,000	£ 970	£ 970	£ 1,200	Expected increase
Audit	£ 315	£ 420	£ 450	£ 420	£ 450	£ 390	£ 390	£ 450	Frozen - current budet sufficient
DALC Subscriptions	£ 361	£ 558	£ 400	£ 341	£ 425	£ -	£ 400	£ 425	Frozen - current budet sufficient
Training	£ 450	£ 330	£ 500	£ 190	£ 750	£ -	£ 200	£ 500	Reduced
Cleaning	£ -	£ 516	£ 2,500	£ 3,332	£ 3,000	£ 3,436	£ 5,700	£ 5,500	Increased - New cleaner
Toilets - Initial contract and supplies	£ 1,500	£ 3,079	£ 1,700	£ 2,926	£ 3,500	£ 1,499	£ 2,200	£ 3,500	Frozen - current budget sufficient
Market Hall electricity	£ 180	£ 389	£ 500	£ 156	£ 500	£ 30	£ 205	£ 500	Frozen - current budet sufficient
Defibrillator maintenance	£ 250	£ 504	£ 260	£ -	£ 300	£ -	£ 300	£ 300	No payments made to date
CCTV	£ 3,500	£ 335	£ 1,000	£ 345	£ 1,000	£ 355	£ 355	£ 1,000	Frozen - current budet sufficient
Footpaths	£ -	£ -	£ 300	£ -	£ 300	£ -	£ -	£ 300	Not used. Current budget is sufficient
Maintenance & contingency	£ 2,450	£ 1,166	£ 2,000	£ 1,203	£ 2,000	£ -	£ 600	£ 2,000	Frozen - current budet sufficient
Elections					£ 500	£ 1,438	£ 1,438	£ 500	Frozen - current budet sufficient - 2024 not election year
Donations	£ 1,000	£ 1,145	£ 1,200	£ 1,575	£ 1,200	£ -	£ 1,000	£ 1,200	Frozen - current budget sufficient
PWLB loan repayments	£ 6,357	£ 6,360	£ 6,360	£ 6,360	£ 6,360	£ 3,180	£ 6,360	£ 6,360	Set amount each year
Bank Charges	£ 150	£ 120	£ 130	£ 120	£ 150	£ 90	£ 130	£ 150	Frozen - current budget sufficient
Flood prevention	New line	New line	New line	New line	New line	New line	New line	£ 1,000	Flood prevention
Christmas lights	New line	New line	New line	New line	£ 1,000	£ -	£ 1,000	£ -	One of payment for 2023/24
Market Hall reroofing	New line	New line	New line	New line	£ 8,500	£ -	£ 6,600	£ -	One of payment for 2023/24
General admin (deleted 2023/24)	£ 325	£ 35	£ 150	£ 35	Deleted	Deleted	Deleted	Deleted	
Total Expenditure:	£ 42,858	£ 41,393	£ 45,300	£ 42,273	£ 57,385	£ 25,266	£ 52,470	£ 52,835	
Forecasted carry over:					£ 8,515	£ 13,743	£ 13,743	£ 15,768	
Precept			£ 43,262	£ 43,262	£ 43,262	£ 43,262	£ 43,262	£ 43,695	Precept increase - 1%
From reserves			£ -	£ -	£ -	£ -	£ -	£ -	
Car park donations			£ 5,895	£ 6,371	£ 4,000	£ 1,046	£ 1,850	£ 1,850	
Public toilet donations			£ 1,395	£ 1,570	£ 750	£ 658	£ 1,000	£ 1,000	
Mompesson's Well donations			£ 145	£ 143	£ 75	£ 84	£ 84	£ 90	
Eyam Museum			£ -	£ -	£ -	£ 1,000	£ 1,000	£ 1,000	
New Close Residents Assoc.			£ -	£ -	£ -	£ 495	£ 495	£ -	
Co-Operative Bank (Shares)			£ 3	£ 3	£ 3	£ 4	£ 4	£ 4	
Co-Op Reserve Acc. (Interest)			£ 95	£ 92	£ 50	£ 886	£ 900	£ 100	
Stephen Mansfield (NEST)			£ 365	£ 364	£ -	£ -	£ -	£ -	
Platinum Jubilee Grant (DDDC)			£ 500	£ 500	£ -	£ -	£ -	£ -	
Rentokil Initial (Credit note)			£ 540	£ -	£ -	£ -	£ -	£ -	
VAT reclaim			£ 950	£ -	£ 950	£ 985	£ 985	£ 600	
NEST refund				£ 685	£ -	£ -	£ -		
Total Income:			£ 53,150	£ 52,989	£ 57,605	£ 62,161	£ 63,323	£ 64,107	