

## Eyam Parish Council

Minutes of the Parish Council Meeting held Monday 25<sup>th</sup> September 2017

Agenda item 1	<b>Attendance Register, Public Attendees, Apologies</b>					
<b>Minute</b> 25/09/17/01	1.1) Present: Parish Councillors. Ian Jackson (Chair), Chris Mason (Vice Chair), John Plant, Mark Noble, Sue Longden. S Mansfield (Clerk of Eyam Parish Council); Village Handyman Adrian Webster, 1.2) There were no members of the public present. 1.3) Parish Councillors Karl Williams and Richard Fairey had sent apologies prior to the meeting.					
Agenda item 2	<b>Variation of Order of Business</b>					
<b>Minute</b> 25/09/17/02	2.1) None requested.					
Agenda item 3	<b>Declarations of Member's Interests</b>					
<b>Minute</b> 25/09/17/03	3.1) Councillor John Plant declared an interest in all items which may impact upon Bakewell & Eyam Community Transport.					
Agenda item 4	<b>Declarations of pecuniary interests</b>					
<b>Minute</b> 25/09/17/04	None.					
Agenda item 5	<b>Determination of Confidential Items</b>					
<b>Minute</b> 25/09/17/05	No confidential items were identified.					
Agenda item 6	<b>Public speaking</b>					
<b>Minute</b> 25/09/17/06	None.					
Agenda item 7	<b>Managed Works</b>					
<b>Minute</b> 25/09/17/07	Highways and defects: 7.1) There has been an increase in non-residents parking in New Road and The Causeway. The meeting discussed the benefits of having a sign to discourage this. This should be referred to DCC. 7.2) Councillors noted that there are potholes from The Square to Church Street resulting from collapse of the infill of old road excavations. 7.3) There is a dip in the road adjacent to the Village Green Cafe (Old Siddals Butchers) in Water Lane.					
Agenda item 8	<b>Minutes of the meeting held 26<sup>th</sup> June 2017</b>					
<b>Minute</b> 25/09/17/08	Minutes for the meetings held on 26 <sup>th</sup> June 2017 were examined page by page and with minor amendments were unanimously agreed by the meeting. Proposed Councillor J Plant, seconded Councillor C Mason and signed off by the Chair. It should be noted that the meeting in July was not held because it was not quorate.					
Agenda item 9	<b>Planning</b>					
<b>Minute</b> 25/09/17/09	9.1) New applications reviewed.					
	<table border="0"> <thead> <tr> <th>Planning Application Number (Peak Park)</th> <th>Address</th> <th>Description of Application</th> <th>Date Registered</th> <th>Resolved</th> </tr> </thead> </table>	Planning Application Number (Peak Park)	Address	Description of Application	Date Registered	Resolved
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<a href="#">NP/DDD/0817/0879</a>	<a href="#">Fairview Farm Tideswell Lane Eyam</a>	Proposed rear extension.	23 Aug 2017	No objections
<a href="#">NP/DDD/0617/0610</a>	<a href="#">Ferndale Riley Back Lane Eyam</a>	Single storey side extension including new site access.	23 Jun 2017	Already Decided
<a href="#">NP/DIS/0817/0831</a>	<a href="#">The Bungalow High Cliffe Eyam</a>	Discharge of condition 3 on NP/DDD/1115/1066 - sample panel of the proposed dry stone cladding.	07 Aug 2017	Already decided

9.2) Planning decisions received

Planning Application	Status
<a href="#">NP/DDD/0417/0345 27 Glebe Park Eyam</a> Replace the small window to the side elevation with French doors and replace the French doors to the rear elevation with a window.	Granted on 21 <sup>st</sup> June 2017
<a href="#">NP/DDD/0517/0457 Highcliffe Farm High Cliffe Eyam</a> Proposed agricultural building to house livestock, store fodder and implements	Granted on 30 <sup>th</sup> June 2017
<a href="#">NP/DDD/0417/0373 44 New Close Eyam</a> Retaining wall has been built for the garden with access steps. Work has been completed	Granted on 3 <sup>rd</sup> July 2017
<a href="#">NP/DDD/0617/0619 Swallows Nest Barn The Edge Eyam</a> Listed Building consent - Proposed single storey domestic	Granted on 22 <sup>nd</sup> August 2017
<a href="#">NP/DDD/0617/0618 Swallows Nest Barn The Edge Eyam</a> Proposed single storey domestic extension	Granted on 22 <sup>nd</sup> August 2017
<a href="#">NP/DDD/0617/0606 Pippin Dell The Square Eyam</a> Alterations and extensions to main house and erection of new detached garage Southwood in Lydgate was granted	Granted on 8 <sup>th</sup> August 2017
<a href="#">NP/DDD/0517/0543 Overdale Hawkhill Road Eyam</a> S.73 application for the removal or variation of condition 2 on NP/DDD/0615/0554	Granted
<a href="#">NP/DDD/0517/0550 Southwood 4 Lydgate Eyam</a> Single storey side and rear lean to extensions.	Granted
<a href="#">NP/DDD/0417/0345 27 Glebe Park Eyam</a> Replace the small window to the side elevation with French doors and replace the french doors to the rear elevation with a window.	Granted

9.3) Previous Planning Decisions. The Clerk has contacted the Peak National Park Authority (PNPA) to determine if there have been any planning applications which have not been seen by the Parish Council. The PNPA had nothing recorded. The peak park had notified the pc that the property where previous concerns about alterations were being made did not require permission.

The Chair requested that the Clerk invite a representative of the PDNPA to attend a Parish Council meeting following receipt of their email regarding funding.

<b>Minute</b> 25/09/17/10	<p>10.1) Risk Assessment on Parish Council properties and historical constructs for insurance purposes and valuation thereof for both Insurance and audit purposes is correct.</p> <p>10.2) Request by Eyam Sports Association to consider charging for parking at Parish Council Car Park. This should be handled in a separate meeting. However, it is highly unlikely that the Parish Council is legally able to do this. The Councillors discussed this issue at length and found this question to be financially and legally complex. There are a number of issues, both statutory and contractual, that restrict the Parish Council's ability to gift public assets or income. The Clerk was requested to write to Eyam Sports Association regarding this matter.</p> <p>10.3) The sign forbidding the parking of cars on the access road to the Car Park has been blanked off. The Chair will inspect the sign before the next meeting. The Clerk is requested to write to the complainant explaining the situation.</p> <p>10.4) No donation has been received from the wedding party using the car park. Clerk to request donation before the next meeting.</p>
Agenda item 11	<b>Chairman's announcements</b>
<b>Minute</b> 25/09/17/11	<p>11.1) The External Audit documents were received from Grant Thornton, Liverpool, with a clear result and no problems reported.</p> <p>11.2) The Parish Council has recently installed CCTV in the village and in its first month of operation has enabled the police to apprehend two burglars who stole from four Eyam properties. All the stolen property has been recovered and the burglars convicted. Evidence from the CCTV equipment has also been used to assist the police in investigating a break in at the Doctors' car park.</p> <p>11.3) Parking in New Close will be discussed when Parish Council representatives meet with New Close Residents Association.</p>
Agenda item 12	<b>Updates from the Clerk</b>
<b>Minute</b> 25/09/17/12	<p>12.1) Training for the lengthsman was discussed and it was resolved that this was unnecessary.</p> <p>12.2) Response from Cllr Judith Twigg re litter bin removal – already discussed.</p> <p>12.3) No response from DDDC re usage figures at Public Conveniences had been received.</p> <p>12.4) No responses regarding the recruitment for the recently arisen vacancy for a Parish Councillor. Clerk to arrange for notice to be more widely advertised. The Chair requested that the Clerk place a note of thanks for the good work done during the time Wendy Noble and Fiona Kirkland served on the Parish Council.</p> <p>12.5) Pilgrimage waymarks; request for assistance. Councillor John Plant has already resolved this issue by referring the question to the Rights of Way Officers at DCC.</p> <p>12.6) John Campbell Retford Thistle Pipe Band should be referred to Eyam Carnival Committee. Clerk to put the two parties in touch.</p> <p>12.7) The document received from a member of the Public raising concerns over use of land in Nicker Lane to be circulated to all Parish Councillors and included as an item on the agenda of the next meeting.</p>
Agenda item 13	<b>Parish Management</b>
<b>Minute</b> 25/09/17/13	<p>13.1) The requirements for new Christmas Lights were discussed. The Chair will place an order with the same supplier who provided the lights in The Square last year.</p> <p>13.2) Peak Park -Ref 28694 Eyam Tree issues has now been dealt with.</p> <p>13.3) Cucklett Delf access – Parish Contribution to improvement works was discussed. It was resolved</p>

	<p>that the Parish Council would make a contribution of 50% of the value of the lowest quotation (from Woods) of £3498.10 = £1749.05. Proposed Cllr J. Plant , seconded Chris Mason, carried unanimously.</p> <p>13.4) Hulley's Coaches - Turning vehicles are now using only the DDDC car park.</p> <p>13.5) Review Grass Mowing Contract – re Quality of work. It was resolved that Cllr Chris Mason would again try to contact the contractors to try to resolve the quality of workmanship issues. The contract would be reviewed again in the January meeting.</p> <p>13.6) War Memorial Renovation. The Clerk is requested to contact the Church office and gain approval for the War memorial renovation.</p>															
Agenda item 14	<b>Representation at Peak Park and DDDC meetings</b>															
Minute 25/09/17/14	<p>14.1) Clerk to attend Peak Park Parishes Forum at end of September</p> <p>14.2) Councillor John Plant will attend the AGM of NALC as President of DALC.</p>															
Agenda item 15	<b>Car Park CCTV</b>															
Minute 25/09/17/15	<p>15.1) Cllr M Noble to inspect the MUGA to improve the CCTV coverage of that area.</p> <p>15.2 The security boxes for the CCTV equipment have arrived and will be installed next month.</p> <p>15.3 Eyam residents are interested in CCTV coverage for The Square as there have been some problems with youngsters involved in unsafe play and there being resulting damage. The best positioning and coverage of the area was discussed. It was resolved that Cllr Noble would contact the supplier to ascertain likely costs.</p>															
Agenda item 16	<b>HR matters</b>															
Minute 25/09/17/16	16.1) None arising															
Agenda item 17	<b>Finance</b>															
Minute 25/09/17/17	<p>17.1) Recently received bank statements to the 31<sup>st</sup> August 2017 were made available to the meeting by the Clerk.</p> <p><b>Actual Bank balances at : 31<sup>st</sup> August 2017:</b>                      (i) Community Directplus Account balance <b>£2500.00</b>                      (ii) Business Select Instant Access balance <b>£38118.71</b></p> <p><b>Calculated Bank balances at date of meeting:</b>                      (iii) Community Directplus Account balance <b>£2500.00</b>                      (iv) Business Select Instant Access Account, with cheques issued since June 2017 meeting assumed cleared, and credits added now stands at <b>£38118.71 (no uncleared items since 31/08/17)</b></p> <p>17.2) The following liabilities of the Parish Council were authorised for payment. Proposed Councillor Mark Noble, seconded Councillor John Plant.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Cheque No</th> <th>Date</th> <th>Payee</th> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>501546</td> <td>26/06/17</td> <td>Shed Grounds Maintenance</td> <td>Grass Mowing Contract Invoice 11461 No. 3 of 12 for 2017-18</td> <td>£103.32</td> </tr> <tr> <td>501559</td> <td>29/06/17</td> <td>W.Morris</td> <td>Issued replacement cheque for the cancelled cheque 501552 to payee WM Electrics</td> <td>£444.25</td> </tr> </tbody> </table>	Cheque No	Date	Payee	Item	Amount	501546	26/06/17	Shed Grounds Maintenance	Grass Mowing Contract Invoice 11461 No. 3 of 12 for 2017-18	£103.32	501559	29/06/17	W.Morris	Issued replacement cheque for the cancelled cheque 501552 to payee WM Electrics	£444.25
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501560	31/07/17	PWLB	Repayment of Car Park Loan	£3179.93
501561	31/07/17	A Webster	Handyman wages for July 2017 less pension	£565.00 -£4.52 <b>Total £560.48</b>
501562	Written 31/07/17 Issued 25/09/17	A Webster	Handyman wages for August 2017 less pension	£565.00 -£4.52 <b>Total £560.48</b>
501563	31/07/17	S Mansfield	Salary Allowance less pension less PAYE	£297.70 £18.00 -£2.38 -£19.20 <b>Total £294.12</b>
501564	31/07/17	S Mansfield	Salary Allowance less pension less PAYE	£297.70 £18.00 -£2.38 -£19.20 <b>Total £294.12</b>
501565	31/07/17	HM Revenue & Customs- Post Office Counters Ltd	PAYE & NI	£38.40
501566	31/07/17	Shed Grounds Maintenance	Grass Mowing Contract Invoice 11812 No. 4 of 12 for 2017-18	£103.32
501567	31/07/17	Wm Eyre	Sundries	£6.17
501568	25/09/17	Npower	Market Hall Electricity for 19 <sup>th</sup> June 2017– 19 <sup>th</sup> July 2017	£11.03
501569	25/09/17	Npower	Market Hall Electricity for 19 <sup>th</sup> July 2017 – 19 <sup>th</sup> September 2017	£22.94
501570		Shed Grounds Maintenance	Grass Mowing Contract Invoice 11976 No. 5 of 12 for 2017-18 Not Issued	£103.32
501571		WM Eyre	Not issued awaiting confirmation	£5.40
501572	25/09/17	Grant Thornton	External audit Fee	£240.00
			<b>Total</b>	<b>£5858.56</b>

17.3) Review of banking arrangements. Councillors discussed recent correspondence from the Parish Council bankers. The Clerk was requested to seek alternative bankers.

17.4) The Clerk was requested to check the Parish Council's current VAT liability

All accounts were agreed and unanimously approved. Proposed Councillor John Plant and seconded Councillor Mark Noble.

These minutes are draft until reviewed & approved by the Parish Councillors.

Agenda item 18	<b>Date and time of next meeting</b>
<b>Minute</b> 25/09/17/18	Next meeting date and time was agreed as: <b>Oct 30th at 7.15 pm</b> in the Mechanics Institute No alteration to the meeting dates for each month of 2017 was requested and stand as <b>Nov 27th, Dec 18th.</b> The meeting was closed at 21:50 hours.
Agenda item 19	<b>Confidential information</b>
<b>Minute</b> 25/09/17/19	None.
	<b>A.O.B. for inclusion in next agenda.</b>
	<ol style="list-style-type: none"><li>1) Banking arrangements</li><li>2) Public Conveniences</li><li>3) Nicker Lane</li><li>4) Risk assessment and valuation of items on Eyam Parish Council asset register.</li></ol>