

Eyam Parish Council

Minutes of the Parish Council Meeting held Monday 26th June 2017

Agenda item 1	Attendance Register, Public Attendees, Apologies
Minute 26/06/17/01	<p>1.1) Present: Parish Councillors. Ian Jackson (Chair) Chris Mason (Vice Chair), John Plant Mark Noble, Wendy Noble, Karl Williams. County Councillor Judith Twigg. District Councillor Jean Monks. District Council representatives; Monitoring Officer, Sandra Lamb and Head of Regulating Services, Tim Broadhead. S Mansfield (Clerk of Eyam Parish Council); Village Handyman Adrian Webster,</p> <p>1.2) One Member of the Public, Mrs Nicola Wright from Eyam/Malestroit twinning group.</p> <p>1.3) Parish Councillors Sue Longden and Richard Fairey had sent apologies prior to the meeting.</p>
Agenda item 2	Variation of Order of Business
Minute 26/06/17/02	2.1) The Chair noted that there were a number of people wishing to address the meeting and proposed a variation of order of business to make that most convenient for all.
Agenda item 3	Declarations of Member's Interests
Minute 26/06/17/03	<p>3.1) Councillor Karl Williams declared an interest in Planning item 9.1.5 NP/DDD/0517/0550 Southwood, 4 Lydgate, Eyam as applicant.</p> <p>3.2) Councillor John Plant declared an interest in all items which may impact upon Bakewell & Eyam Community Transport.</p>
Agenda item 4	Declarations of pecuniary interests
Minute 26/06/17/04	None.
Agenda item 5	Determination of Confidential Items
Minute 26/06/17/05	No confidential items were identified.
Agenda item 6	Public speaking
Minute 26/06/17/06	<p>6.1) District Councillor Jean Monks updated the meeting on The DDDC Leisure facilities review, the consultation on Business Rates, the Economic Regeneration Unit and progress on the review of DDDC managed public conveniences.</p> <p>6.2) Mrs Nicola Wright informed the meeting on the Eyam/Malestroit Twinning project. Councillors were invited to attend a reception for the group from Malestroit in Eyam Hall Gardens on 24th August 2017. Mrs Wright explained that the twinning group would like to add small signs to the existing "EYAM" signs at Hollowbrook, Foolow, The Dale and asked for formal permission from the Parish Council to do so.</p> <p>6.3) Sandra Lamb and Tim Broadhead from DDDC informed the meeting of the plans to control and reduce the District Council's costs by £1.6 million. Currently £470k is spent on public conveniences each year and there is a review taking place to find ways to reduce this. The Public conveniences in Eyam are costing £13,618 to run based on 2015/16 figures and there is a need to spend about £3k on repairs, mainly on electrical work. There are 4 options open to be discussed;</p> <p>6.3.1) Closure of the Hawkhill Road Public Conveniences. - OPTION 1</p>

	<p>6.3.2) A Community Asset Transfer of the Public Conveniences to another authority, e.g. the Parish Council. - OPTION 2</p> <p>6.3.3) Sponsorship by local businesses of the Public Conveniences usually used for publicity or purposes of practical expedience. - OPTION 3</p> <p>6.3.4) A Community Toilet Scheme where local businesses allow the public to use toilet facilities free of charge. - OPTION 4</p> <p>Key points from the discussion which followed were:</p> <p>6.3.5) Under option 2 a figure of £3000 Business Rates would be payable to the local authority by Eyam Parish Council when taking on the management of the public conveniences but this was generally considered “not to be attractive”.</p> <p>6.3.6) Every Public Convenience building has an asset value which DDDC may wish to realise</p> <p>6.3.7) The DDDC were informed that there are approximately 115,000 visitors per year to Eyam Village to see its historical sites.</p> <p>6.3.8) Parish Councillors wondered whether option 2 could include the DDDC car park as part of the asset transfer arrangements. DDDC representatives could not answer but would consult with colleagues at DDDC on that subject.</p> <p>6.3.9) DDDC plan to monitor the weekly usage of the facilities in the next few weeks and to report back to the Parish Council with these usage numbers before the next parish Council meeting at the end of July.</p> <p>6.3.10) A plan needs to be finalised by the end of September 2017 and agreed by all parties which will be then presented to the DDDC Planning Committee in December 2017 for a final decision.</p>
<p>Agenda item 7</p>	<p>Managed Works</p>
<p>Minute 26/06/17/07</p>	<p>Highways and defects:</p> <p>7.1) Councillors were able to discuss with County Councillor Judith Twigg:</p> <p>7.1.1) Changes to signage regarding New Road remaining closed.</p> <p>7.1.2) Reports of cyclists speeding down Riley Back Lane and whether they should have access through the top of that lane at all.</p> <p>7.1.3) Some Leaflets issued by DCC, which were to be distributed to all Eyam residents, were no longer available having been lost by people apparently staying at the Youth Hostel.</p> <p>7.2) Handyman Adrian Webster provided the meeting with the following information and report:</p> <p>7.2.1) Three competitive quotations for a Whacker Plate to effect economical repairs to the car park were presented for later consideration by the Councillors.</p> <p>7.2.2) The District Council has removed bins despite objections by the Parish Council to the removal of any bins in the village because of the very large number of visitors arriving in Eyam every day. These bins were at;</p> <p>Bin1, At the Old Pursegloves Butchers;</p> <p>Bin 2 At the Sheeproast paddock.</p> <p>The Clerk was instructed to bring this matter to the attention of Councillor Jean Monks.</p> <p>7.2.3) All street lights with issues had been reported on the DCC website.</p> <p>7.4) The grass mowing contract was discussed again and there did not seem to have been an improvement to issues raised last month regarding the quality of their work; waste grass left on site and some areas being missed. It was noted by Councillor Karl Williams that the insurance certificate held by Eyam Parish Council for Shed Grounds Maintenance (SGML) was still out of date and the Clerk requested to obtain an updated certificate from SGML. The invoice from SGML was to be held</p>

	<p>until issues are resolved. There was a discussion regarding Eyam Parish Council taking back management of the grass mowing and doing the work themselves via the village handyman, Mr Webster. That was considered to be a viable option if SGML could not perform the work to the correct standards. Action - Councillor Karl Williams to draft a letter to be sent to SGML outlining the concerns of the Parish Council.</p> <p>7.5) Training of Parish Councillors was provided by Monitoring Officer Sandra Lamb in the current legislation relating to Councillors Pecuniary Interests and the correct methods of identification and declaration of those interests.</p>																								
Agenda item 8	Minutes of the meeting held 22nd May 2017																								
Minute 26/06/17/08	Minutes for the meetings held on 22 nd May 2017 were examined page by page and were unanimously agreed by the meeting. Proposed Councillor Chris Mason, seconded Councillor Karl Williams and signed off by the Chair.																								
Agenda item 9	Planning																								
Minute 26/06/17/09	<p>9.1) It was resolved that all planning applications would be circulated around Parish Councillors outside of the meeting to give time for proper consideration. A discussion would then take place and the Chair would record Councillors comments and be able to enter them on to the Peak Park Website in a timely manner. Councillor Karl Williams would not be included on the circulation list for NP/DDD/0517/0550 having declared an interest in this application under minute 26/06/17/03. The following applications are to be reviewed;</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Planning Application Number (Peak Park)</th> <th style="text-align: left;">Address</th> <th style="text-align: left;">Description of Application</th> <th style="text-align: left;">Date Registered</th> </tr> </thead> <tbody> <tr> <td>NP/DDD/0617/0618</td> <td>Swallows Nest Barn The Edge Eyam</td> <td>Proposed single storey domestic extension</td> <td>15 June 2017</td> </tr> <tr> <td>NP/DDD/0617/0619</td> <td>Swallows Nest Barn The Edge Eyam</td> <td>Listed Building consent - Proposed single storey domestic extension</td> <td>14 Jun 2017</td> </tr> <tr> <td>NP/DDD/0617/0606</td> <td>Pippin Dell The Square Eyam</td> <td>Alterations and extensions to main house and erection of new detached garage</td> <td>13 Jun 2017</td> </tr> <tr> <td>NP/DDD/0517/0543</td> <td>Overdale Hawkhill Road Eyam</td> <td>S.73 application for the removal or variation of condition 2 on NP/DDD/0615/0554</td> <td>06 Jun 2017</td> </tr> <tr> <td>NP/DDD/0517/0550</td> <td>Southwood 4 Lydgate Eyam</td> <td>Single storey side and rear lean to extensions.</td> <td>25 May 2017</td> </tr> </tbody> </table>	Planning Application Number (Peak Park)	Address	Description of Application	Date Registered	NP/DDD/0617/0618	Swallows Nest Barn The Edge Eyam	Proposed single storey domestic extension	15 June 2017	NP/DDD/0617/0619	Swallows Nest Barn The Edge Eyam	Listed Building consent - Proposed single storey domestic extension	14 Jun 2017	NP/DDD/0617/0606	Pippin Dell The Square Eyam	Alterations and extensions to main house and erection of new detached garage	13 Jun 2017	NP/DDD/0517/0543	Overdale Hawkhill Road Eyam	S.73 application for the removal or variation of condition 2 on NP/DDD/0615/0554	06 Jun 2017	NP/DDD/0517/0550	Southwood 4 Lydgate Eyam	Single storey side and rear lean to extensions.	25 May 2017
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Agenda item 10	Policy and Procedures																								
Minute 26/06/17/10	<p>10.1) The annual donation of £1000 to Eyam Sports Association is to be recorded as made under power S137 as a charitable Donation by The Parish Council.</p> <p>10.2) The internal auditors report was discussed by the Parish Council and the best method of obtaining a valuation and risk assessment on the Parish Council's assets, particularly the seventeenth century historical artefacts was considered. This issue to be considered further in later meetings this year.</p>																								
Agenda item 11	Chairman's announcements																								
Minute 26/06/17/11	<p>11.1) The Chair wished to thank Mark Noble for the work done in planning and installing the CCTV system and also to thank Mr A. Payne for kindly providing his help, his time and the loan of his plant to make this CCTV installation possible.</p> <p>11.2) The Chair asked Councillors to consider the request from Mrs Wright to fix signs regarding the twinning with Malestroit. The Parish Councillors resolved unanimously that the Twinning Group</p>																								

	should be granted permission and the full support of the Parish Council in doing so.
Agenda item 12	Updates from the Clerk
Minute 26/06/17/12	12.1. The External Audit documents were delivered to Grant Thornton, Liverpool on time and an acknowledgement had been received from them to this effect.
Agenda item 13	Parish Management
Minute 26/06/17/13	<p>13.1) Councillors will inspect the Stocks area Christmas lights and make recommendations at the next meetings.</p> <p>13.2) Councillor Mark Noble has in hand the matter of the Tree issues (Peak Park reference number 28694).</p> <p>13.3) Councillors discussed the proposals to improve the access to Cucklett Delph and agreed that the Parish Council would cover 50% of the costs subject to there being two firm quotations for the materials and labour available at the next meeting (31st July) for consideration and approval by Parish Councillors.</p> <p>13.4) Hulleys coaches have not replied to an email proposing a discussion of safety on bus turning in Hawkhill Road car parks. Await response and discuss at next meeting.</p> <p>13.5) Item discussed in handyman's report – minute 26/06/17/7.5</p> <p>13.6) The whacker plate quotations were examined and Parish Councillors with experience of using this type of equipment concluded that the machine costing £339.99 was the best value and most suitable for the work in the Car Park. A. Webster to order that machine.</p>
Agenda item 14	Representation at Peak Park and DDDC meetings
Minute 26/06/17/14	14.1) Clerk to attend Peak Park Parishes Forum in September
Agenda item 15	Car Park CCTV
Minute 26/06/17/15	<p>15.1) Councillor Mark Noble reported that the CCTV installation was now completed and working and that he had handed all the invoicing to the Clerk prior to the meeting for checking and recording for approval at this meeting.</p> <p>15.2) It was proposed that security boxes for the CCTV equipment be ordered to protect the monitoring devices. Unanimously agreed.</p> <p>15.3) There were some discussions regarding the CCTV security at the MUGA and Mr Mark Noble would discuss this with the Eyam Sports Association, demonstrating how this was currently working.</p> <p>15.4) It was decided that the parish council is to investigate a location in the square to site cctv equipment , following complaints of vandalism to property.</p>
Agenda item 16	HR matters
Minute 26/06/17/16	16.1) Handyman and Clerks pension contributions are now being deducted from pay on payslips.

Agenda item 17	Finance																																																																																								
Minute 26/06/17/17	<p>17.1) Both bank statements to the 31st May 2017 were made available to the meeting by the Clerk.</p> <p>Actual Bank balances at : 31st May 2017: (i) Community Directplus Account balance £2500.00 (ii) Business Select Instant Access balance £54,086.51</p> <p>Calculated Bank balances at date of meeting: (iii) Community Directplus Account balance £2500.00 (iv) Business Select Instant Access Account, with cheques issued at April 2017 meeting assumed cleared, and credits added now stands at £52,137.32</p> <p>17.2) The following liabilities of the Parish Council were authorised for payment.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque No</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Item</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>501543</td> <td>A Webster</td> <td>Wages</td> <td style="text-align: right;">£322.40</td> </tr> <tr> <td></td> <td></td> <td>expenses – mileage</td> <td style="text-align: right;">£4.95</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">£327.35</td> </tr> <tr> <td>501544</td> <td>S Mansfield</td> <td>Salary less PAYE & NI</td> <td style="text-align: right;">£278.10</td> </tr> <tr> <td></td> <td></td> <td>Allowance</td> <td style="text-align: right;">£18.00</td> </tr> <tr> <td></td> <td></td> <td>expenses- travel for audit</td> <td style="text-align: right;">£46.80</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">£342.90</td> </tr> <tr> <td>501545</td> <td>HM Revenue & Customs- Post Office Counters Ltd</td> <td>PAYE & NI</td> <td style="text-align: right;">£19.60</td> </tr> <tr> <td>501546</td> <td>Held pending further discussions. Shed Grounds Maintenance</td> <td>Grass Mowing Contract Invoice 11461 No. 3 of 12 for 2017-18</td> <td style="text-align: right; color: red;">£103.32 Not Issued</td> </tr> <tr> <td>501547</td> <td>Peak Park Parishes Forum</td> <td>Annual subscription</td> <td style="text-align: right;">£12.00</td> </tr> <tr> <td>501548</td> <td>SHOP4 electric– M.Noble</td> <td>100m 2.5mm 3 core cable</td> <td style="text-align: right;">£96.00</td> </tr> <tr> <td>501549</td> <td>Led Store - M.Noble</td> <td>Kinmar Column Key set</td> <td style="text-align: right;">£71.36</td> </tr> <tr> <td>501550</td> <td>Led Store - M.Noble</td> <td>Lighting column reducer</td> <td style="text-align: right;">£100.22</td> </tr> <tr> <td>501551</td> <td>Markovitz - M.Noble</td> <td>54mm duct, rope, tape</td> <td style="text-align: right;">£70.58</td> </tr> <tr> <td>501552</td> <td>WM Electrics -M.Noble</td> <td>Install power supply to Car Park & Mechanics Institute</td> <td style="text-align: right;">£444.25</td> </tr> <tr> <td>501553</td> <td>Security Camera Systems Inv 1337 -M.Noble</td> <td>Supply & Fit CCTV in Mechanics Institute</td> <td style="text-align: right;">£2452.80</td> </tr> <tr> <td>501554</td> <td>Security Camera Systems Inv 1338 -M.Noble</td> <td>Supply & Fit CCTV in Eyam Parish Car Park</td> <td style="text-align: right;">£5188.80</td> </tr> <tr> <td>501555</td> <td>Jo Taylor - invoice 269</td> <td>Internal Audit Fee</td> <td style="text-align: right;">£112.50</td> </tr> <tr> <td>501556</td> <td>E A Fitzgibbon</td> <td>Accounting work</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>501557</td> <td>Wm Eyre – A.Webster</td> <td>Hardware & tools</td> <td style="text-align: right;">£77.87</td> </tr> <tr> <td>501558</td> <td>Npower</td> <td>Electricity Market Hall</td> <td style="text-align: right;">£22.65</td> </tr> </tbody> </table>	Cheque No	Payee	Item	Amount	501543	A Webster	Wages	£322.40			expenses – mileage	£4.95			Total	£327.35	501544	S Mansfield	Salary less PAYE & NI	£278.10			Allowance	£18.00			expenses- travel for audit	£46.80			Total	£342.90	501545	HM Revenue & Customs- Post Office Counters Ltd	PAYE & NI	£19.60	501546	Held pending further discussions. Shed Grounds Maintenance	Grass Mowing Contract Invoice 11461 No. 3 of 12 for 2017-18	£103.32 Not Issued	501547	Peak Park Parishes Forum	Annual subscription	£12.00	501548	SHOP4 electric– M.Noble	100m 2.5mm 3 core cable	£96.00	501549	Led Store - M.Noble	Kinmar Column Key set	£71.36	501550	Led Store - M.Noble	Lighting column reducer	£100.22	501551	Markovitz - M.Noble	54mm duct, rope, tape	£70.58	501552	WM Electrics -M.Noble	Install power supply to Car Park & Mechanics Institute	£444.25	501553	Security Camera Systems Inv 1337 -M.Noble	Supply & Fit CCTV in Mechanics Institute	£2452.80	501554	Security Camera Systems Inv 1338 -M.Noble	Supply & Fit CCTV in Eyam Parish Car Park	£5188.80	501555	Jo Taylor - invoice 269	Internal Audit Fee	£112.50	501556	E A Fitzgibbon	Accounting work	£60.00	501557	Wm Eyre – A.Webster	Hardware & tools	£77.87	501558	Npower	Electricity Market Hall	£22.65
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			Total	9398.88
	<p>17.3) Review of banking arrangements. Councillors discussed recent correspondence from the Parish Councils bankers and decided to make further inquiries regarding the current bankers intentions before making decisions at the next meeting.</p> <p>All accounts were agreed and unanimously approved.</p>			
Agenda item 18	Date and time of next meeting			
Minute 26/06/17/18	<p>Next meeting date and time was agreed as: July 31st at 7.15 pm in the Mechanics Institute</p> <p>No alteration to the meeting dates for each month of 2017 was requested and stand as Sep 25th, Oct 30th, Nov 27th, Dec 18th.</p> <p>The meeting was closed at 22:00 hours.</p>			
Agenda item 19	Confidential information			
Minute 26/06/17/19	None.			
	A.O.B. for inclusion in next agenda.			
	<ol style="list-style-type: none"> 1) CCTV coverage for MUGA 2) War Memorial renovation 3) Cucklett Delph access renovations 4) Hulley's Coaches turning in Car Park 5) Banking arrangements 6) Public Conveniences 7) Stocks area Christmas Lights 8) Risk assessment and valuation of items on Eyam Parish Council asset register. 			