

Eyam Parish Council

Minutes of the Parish Council Meeting held Monday 21st May 2018

Agenda item 1	Attendance Register, Public Attendees, Apologies
Minute 21/05/18/01	<p>1.1) Present: Parish Councillors. Ian Jackson (Chair), Chris Mason, John Plant, Mark Noble, Karl Williams.</p> <p>S Mansfield (Clerk of Eyam Parish Council); Village Handyman Adrian Webster and two members of the public.</p> <p>1.2) Parish Councillors Richard Fairey and District Councillor Jean Monks had sent apologies.</p> <p>1.3) Parish Councillor Sue Longden had resigned from the Parish Council on 20th May 2018.</p>
Agenda item 2	Variation of Order of Business
Minute 21/05/18/02	No variation to the order of business.
Agenda item 3	Declarations of Member's Interests
Minute 21/05/18/03	Councillor John Plant declared a commercial interest in any business arising during the meeting relating to Bakewell and Eyam Community Transport.
Agenda item 4	Declarations of Pecuniary Interests
Minute 21/05/18/04	None.
Agenda item 5	Determination of Confidential Items
Minute 21/05/18/05	None.
Agenda item 6	Public speaking
Minute 21/05/18/06	<p>6.1) Representative of Eyam Sports Association.</p> <p>A donation to Eyam Sports Association was requested by letter.</p> <p>6.2) Information about the CCTV on the MUGA was requested. An explanation of how the system operated and what images were recorded was given by a Parish Councillor. It was further explained that only the Police are authorised to examine the recordings on the CCTV to identify suspects if a crime has been committed. Parish Councillors and other members of the public are not authorised to examine the recordings. Live images can be seen by Parish Councillors whilst the equipment is being tested and adjusted but recordings can only be seen by Police Officers.</p> <p>6.2 Applicant for position as Parish Councillor. An applicant for a vacancy as Parish Councillor was interviewed by the meeting. The applicant was then requested to step out of the meeting whilst the application was discussed. It was unanimously resolved that the applicant be accepted and co-opted onto the Parish Council. Councillor Jennifer Newton was then asked to step back into the meeting and was welcomed onto the Parish Council.</p>
Agenda item 7	Managed Works
Minute 21/05/18/07	<p>Highways and defects:</p> <p>7.1) Councillors Ian Jackson and John Plant have reported potholes on the Derbyshire Highways website. There are also potholes outside the Post Office and at Townhead which the Chair will report on the DCC website.</p>

	<p>Handyman's Report:</p> <p>7.2.1) The Village Handyman requests that more type 1 dust is ordered for repair of car park.</p> <p>7.2.2) More wooden posts are broken (6"x6"). It was thought that it would be better to use GRP posts to replace these.</p> <p>7.2.3) It was resolved to place a larger sign over the collection box.</p> <p>7.2.4) The storage container is leaking. Despite digging out the landslip all around it the leak point cannot be identified.</p> <p>7.2.5) To prevent blockage of access to the mower shed a 'no parking' sign should be placed on the shed door.</p> <p>7.2.6) Clerk to write to Mr Andrew Lomas re water through the Trough in Water lane.</p> <p>7.2.7) Extension of the hours needed by Village Handyman to handle extra workload of 4 hours per month was requested. This was discussed and it was proposed that this extension be granted by Councillor Chris Mason, seconded by Councillor Mark Noble and unanimously approved.</p> <p>7.3) Councillor John Plant noted that on 11th March the DCC Highways Inspector was working in Eyam.</p>																
Agenda item 8	<p>Minutes of the meeting held 23rd April 2018</p>																
Minute 21/05/18/08	<p>Minutes for the meetings held on 23rd April 2018 were examined page by page and were unanimously agreed by the meeting. Proposed Cllr C. Mason, seconded Cllr K. Williams and signed off by the Chair, Councillor I. Jackson.</p>																
Agenda item 9	<p>Matters arising</p>																
Minute 21/05/18/09	<p>9.1) None</p>																
Agenda item 10	<p>Planning</p>																
Minute 21/05/18/10	<p>10.1) New applications reviewed.</p> <table border="1" data-bbox="156 1227 1495 1951"> <thead> <tr> <th data-bbox="156 1227 448 1290">Planning Application Number (Peak Park)</th> <th data-bbox="448 1227 794 1290">Address</th> <th data-bbox="794 1227 1262 1290">Description of Application</th> <th data-bbox="1262 1227 1495 1290">Result</th> </tr> </thead> <tbody> <tr> <td data-bbox="156 1317 448 1379">NP/DDD/0518/0386</td> <td data-bbox="448 1317 794 1415">Townhead House Town Head Eyam Parish: Eyam</td> <td data-bbox="794 1317 1262 1379">Change of use from home office to ancillary accommodation/holiday let.</td> <td data-bbox="1262 1317 1495 1415">No comment from Parish Council</td> </tr> <tr> <td data-bbox="156 1469 448 1532">NP/DDD/0418/0362</td> <td data-bbox="448 1469 794 1532">26 Glebe Park Eyam Parish: Eyam</td> <td data-bbox="794 1469 1262 1532">Extend the existing single storey kitchen to 900mm from the rear elevation.</td> <td data-bbox="1262 1469 1495 1545">No comment from Parish Council</td> </tr> <tr> <td data-bbox="156 1720 448 1783">NP/NMA/0418/0336</td> <td data-bbox="448 1720 794 1796">Highcliffe Farm High Cliffe Eyam Parish: Eyam</td> <td data-bbox="794 1621 1262 1863">Proposal: Non material amendment to NP/DDD/0517/0457 - To build a retaining wall the full length of the new building on the upper (north face) of the proposed building and to alter the position of the building, (1.5m approx) to the west in order to retain the land to the east of the building.</td> <td data-bbox="1262 1720 1495 1796">No comment from Parish Council</td> </tr> </tbody> </table>	Planning Application Number (Peak Park)	Address	Description of Application	Result	NP/DDD/0518/0386	Townhead House Town Head Eyam Parish: Eyam	Change of use from home office to ancillary accommodation/holiday let.	No comment from Parish Council	NP/DDD/0418/0362	26 Glebe Park Eyam Parish: Eyam	Extend the existing single storey kitchen to 900mm from the rear elevation.	No comment from Parish Council	NP/NMA/0418/0336	Highcliffe Farm High Cliffe Eyam Parish: Eyam	Proposal: Non material amendment to NP/DDD/0517/0457 - To build a retaining wall the full length of the new building on the upper (north face) of the proposed building and to alter the position of the building, (1.5m approx) to the west in order to retain the land to the east of the building.	No comment from Parish Council
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Agenda item 11	<p>Policy and Procedures</p>																
Minute 21/05/18/11	<p>11.1) It was noted that the new Audit Regulations that came into force for the first time this year mean that Eyam Parish Council will have to complete a "Type 3" full audit because of the threshold turnover</p>																

	being greater than £25,000 for this class of local authority. The Clerk has made arrangements to have this audit carried out.																																										
Agenda item 12	Chairman's announcements																																										
Minute 21/05/18/12	12.1) Following on from minute 21/05/18/06/6.1 in this document. The Chair proposed that the annual donation of £1000 to Eyam Sports Association be made. This was seconded by the Vice Chair, Karl Williams and unanimously approved by the meeting. It was noted that this is a Section 137 donation.																																										
Agenda item 13	Updates from the Clerk																																										
Minute 21/05/18/13	13.1) The Parish Council's solicitor is waiting to receive a copy of the final draft of the lease for the toilet block. 13.2) To be in compliance with GDPR, the Clerk has made sure no personal data is being held by the Parish Council that is unnecessary.																																										
Agenda item 14	Parish Management																																										
Minute 21/05/18/14	14.1) There have been two communications from the Police in Bakewell to put requests for information from witnesses to crimes reported in Eyam onto the Parish Council website. This has been done and the information also passed on to Annette Bindon for use in the village newsletter.																																										
Agenda item 15	Representation at other meetings																																										
Minute 21/05/18/15	15.1) Councillor John Plant attended the DALC Finances and Development Committee meeting.																																										
Agenda item 16	HR matters																																										
Minute 21/05/18/16	16.1) The pension contributions are now being made monthly. That is, both employers and employees contributions are issued to the Clerk at each Parish Council meeting, who sends them on monthly to the government pension scheme provider.																																										
Agenda item 17	Finance																																										
Minute 21/05/18/17	<p>17.1) Recently received bank statements to the 30th April 2018 were made available to the meeting by the Clerk.</p> <p>Bank balances at : 30th April 2018: (i) Community Directplus Account balance £2,500.00 (ii) Business Select Instant Access balance £54,037.14</p> <p>17.2) The following liabilities of the Parish Council were authorised for payment. Proposed Councillor Ian Jackson, seconded Councillor John Plant</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 rowspan="5">501616</td> <td rowspan="5">A Webster</td> <td>Wages for May2018 60 hrs</td> <td style="text-align: right;">£600.00</td> </tr> <tr> <td>Pension</td> <td style="text-align: right;">-£30.00</td> </tr> <tr> <td>Expenses</td> <td style="text-align: right;">£6.03</td> </tr> <tr> <td>Mileage</td> <td style="text-align: right;">£5.40</td> </tr> <tr> <td></td> <td style="text-align: right;">£581.43</td> </tr> <tr> <td rowspan="5">501617</td> <td rowspan="5">S Mansfield</td> <td>Salary May 2018</td> <td style="text-align: right;">£315.70</td> </tr> <tr> <td>Allowance</td> <td style="text-align: right;">£18.00</td> </tr> <tr> <td>Pension</td> <td style="text-align: right;">-£15.79</td> </tr> <tr> <td>PAYE</td> <td style="text-align: right;">-£60.00</td> </tr> <tr> <td></td> <td style="text-align: right;">£257.91</td> </tr> <tr> <td>501619</td> <td>HM Revenue & Customs</td> <td>PAYE & NI May 2018</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td rowspan="4">501618</td> <td rowspan="4">SW Mansfield re: Nest Pension Scheme for all employees.</td> <td>S Mansfield employers contribution</td> <td style="text-align: right;">£6.31</td> </tr> <tr> <td>S Mansfield employees contribution</td> <td style="text-align: right;">£15.79</td> </tr> <tr> <td>A Webster employers contribution</td> <td style="text-align: right;">£12.00</td> </tr> <tr> <td>A Webster employees contribution</td> <td style="text-align: right;">£30.00</td> </tr> </tbody> </table>	Cheque No	Payee	Item	Amount	501616	A Webster	Wages for May2018 60 hrs	£600.00	Pension	-£30.00	Expenses	£6.03	Mileage	£5.40		£581.43	501617	S Mansfield	Salary May 2018	£315.70	Allowance	£18.00	Pension	-£15.79	PAYE	-£60.00		£257.91	501619	HM Revenue & Customs	PAYE & NI May 2018	£60.00	501618	SW Mansfield re: Nest Pension Scheme for all employees.	S Mansfield employers contribution	£6.31	S Mansfield employees contribution	£15.79	A Webster employers contribution	£12.00	A Webster employees contribution	£30.00
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These minutes are draft until reviewed & approved by the Parish Councillors.

		Deficit from last month	£16.21
		Total	£80.31

Payment of the above liabilities was proposed by Councillor Ian Jackson and seconded by Councillor Chris Mason and unanimously agreed by the meeting.

17.3) it was noted that the annual precept of £24,500, as requested, was received by the Parish Council on the 30th April 2018.

Agenda item 18 **Date and time of next meeting**

Minute 21/05/18/18 Next meeting date and time was agreed as:
June 25th 2018 at 7.15 pm in the Mechanics Institute
 The meeting dates for each month of 2018 are July 23rd, (But may be revised to July 30th by resolution of the Parish Council), August no meeting, Sept 24th, Oct 22nd, Nov 26th, Dec 17th
 The meeting was closed at 21.05 hours.

Agenda item 19 **Confidential information**

Minute 21/05/18/19 None.

A.O.B. for inclusion in next agenda.