

# Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP  
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29<sup>th</sup> February 2012

To: The Members of Hayfield Parish Council

Dear Councillor,

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7.15pm** on **Wednesday 7<sup>th</sup> March** in the Village Hall, Hayfield.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available at the meeting.

Councillors and members of the public can meet at 6.30pm prior to the meeting to discuss the planning applications received.

*Sally Fuller*

Sally Fuller

Acting Clerk to the Council

## AGENDA

### **PART I – NON CONFIDENTIAL INFORMATION**

#### **1 To Receive Apologies for Absence.**

#### **2 Variation of Order of Business**

#### **3 Declaration of Members Interests.**

#### **Please Note:-**

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (ie to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

#### **4 To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.**

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -  
"That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

#### **5 Public Speaking – (10 Minutes)**

##### **Alison Clamp, Peak District Rural Housing Association. Affordable Housing.**

(a) A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).

(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

#### **6 To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 1st February 2012. (Document enclosed).

- To Confirm the Non-Confidential Minutes** of the Recreation, Leisure and Tourism Committee Meeting held on 7<sup>th</sup> February 2012 (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Extraordinary Parish Council Meeting held on 15<sup>th</sup> February 2012. (Document enclosed).
- 7 **i) Planning Applications Received to 29<sup>th</sup> February 2012.**
- a) **HPK/2012/0005:** Ms H Young, 15a Kinder Road, Hayfield: Proposed new stone boundary wall and wooden access gate.
  - b) **NP/HPK/0112/0085:** Farlands House, Kinder Road, Hayfield. Single storey side extension to form utility room and boiler room.
  - c) **HPK/2012/0060:** Mrs Anna Fraser, 135, Bank End Farm, Kinder Road, Hayfield. Proposed to storey extension.
- ii) Planning Application Decisions (by High Peak Borough Council or Peak District National Park Authority):**
- a) **HPK/2011/0445:** Mr G Hardy, Meadows Farm, Ridge Top Lane, Hayfield. Site entrance and external works. **PENDING**
  - b) **NP/HPK/0511/0481:** Mr R Hill and Mrs L Keller: Single Storey extension at Stet Barn Farm, Lane Head Road, Little Hayfield. **PENDING**
  - c) **NP/HPK/0911/0998:** Mr H Speakman, 12, Clough Lane, Little Hayfield. Erection of front porch. **APPROVED CONDITIONALLY**
  - d) **HPK/2011/0701:** Mr Gareth hardy, 16, Meadows Farm, Ridge Top Lane, Hayfield. Application for a Lawful Development Certificate – The existing garage is being used as a garage and would like to continue the use as a garage. **REFUSED**
  - e) **HPK/2011/0703:** Miss J Winstanley, Penlan, New Mills Road, Hayfield. Proposed extension to bungalow, detached garage, alterations to hardstanding area and new 2.45m x1.83m wide garden shed. **APPROVED**
- 8 **Chairperson of Council's Announcements.**
- a) Eon direct debit payment of £16.30
  - b) Residents should contact Councillors.
- 9 **Committee & Other Reports**
- a) The Council Website (Councillors P Chapman and K Bevins)
  - b) The Council's Finances. Councillor K Waterhouse.
- 10 **Parish Clerk's Report**
- a) High Peak Borough Council Liaison Meeting
  - b) Councillors Initiative Fund
  - c) Feedback from Derbyshire County Council
- 11 **Matters for Decision**
- a) The Future of the Youth Advisory Committee
  - b) The Future of the Built Environment Advisory Committee
  - c) Valley Road goalposts
  - d) Valley Road Recreation Ground – space availability for various activities
  - e) Pump Park proposal
  - f) May Queen request for funding and use of Old School Field for fundraising events
  - g) Orchard Trees
  - h) Little Hayfield Election and Advisory Committee
  - i) First Aid Training
  - j) Jubilee Celebrations / The Big Lunch and monies available for celebrations
  - k) Sett Valley Bus Station
  - l) SLCC Membership
  - m) No Cold Calling Zone
  - n) Work to do on the playgrounds.
  - o) Frequency and dates of Parish Council Meetings
  - p) Bowden Bridge Information Board
  - q) Donation towards St Matthew's clock lighting
  - r) Painted Arrows
  - s) Potential changing rooms and facilities for HCSC
  - t) Cooption of Councillor
  - u) Reintroduction of reports from Village Hall, and Hayfield Educational Charity representatives (and Hayfield Allotment Society and Hayfield Community Sports Club)..
  - v) Memorial benches.
  - w) Sponsorship of hanging baskets
  - x) New Mills and District Volunteer Centre: request for donation.
  - y) Christmas tree
  - z) Environmental Enhancement Scheme in The Clough

- aa) Allotment sheds
- 12 Letters Received:**
- a) Derbyshire County Council: Moving Forward: A Healthy Future for Local Transport
  - b) Royal Mail: Returned mail - request for allotment rent from Mrs C Hallam
  - c) Santander: Bank Statement account number 563126701 24.12.11-26.01.12
  - d) Rural Action Derbyshire: The Playing Field, Winter 2011-12
  - e) A Splash of Colour Hanging Basket Catalogue
  - f) SLCC: Membership renewal 2012
  - g) The Newsletter of the Allotments Regeneration Initiative. Winter 2011/12
  - h) Santander: Interest on deposit account no 3009300
  - i) Aon: Insurance policy for Hayfield Allotment Society
  - j) High Peak Borough Council: Changes to direct debit payment for business rates
  - k) St Matthew's Church: Meeting to discuss 'The Big Lunch' idea.
  - l) High Peak Borough Council: Rate Demand for 2011-2012 summary
  - m) High Peak Borough Council: Walks for Health January – March 2012
  - n) Seton: Security / Asset Tags
  - o) High Peak Borough Council: Standards Committee Meeting Agenda 10.02.12
  - p) Mr D Soles: request to use of the Old School Field for Kinder Downfall fell race.
  - q) Mrs J Lanham, Civic Trust: Information Board at Bowden Bridge.
  - r) Mrs J Lanham, Civic Trust: Proposals re: Queens Diamond Jubilee
  - s) SLCC: Training courses and information from Aon insurance
  - t) Derbyshire County Council: Acknowledgement of letters x 2.
  - u) Derbyshire County Council: SACRE Report 2010 – 2011
  - v) HMRC: Payment booklet (sent to CCMA)
  - w) New Mills and District Volunteer Centre: request for donation.
  - x) Various applications for the post of Grounds Maintenance Assistant x10 (confidential)
  - y) Mr J Bull: request to site a bench in the recreation ground in memory of his son.
  - z) Derbyshire County Council: Footpath 36, application to divert path.
  - aa) HMRC: VAT payments to be made online
  - bb) Clerks and Councils Direct. March 2012 Issue 80
  - cc) High Peak Borough Council; Agenda for Council meeting on 5th March 2012.

**Emails Received:**

- 1) Zoe Buswell: Conservation work in The Clough/application for funding
- 2) High Peak Borough Council: Planning queries re 5, Highfield Road and The Bull.
- 3) Derbyshire Constabulary: Cuts affecting Police Enquiry Offices
- 4) Geoff Roberts: Requests for help in funding the May Queen Festival.
- 5) Derbyshire County Council: Roll of Honour on War Memorials.
- 6) Peak District National Park Authority: letter re: painted arrows.
- 7) D Hall: Potential changing rooms and facilities for HCSC
- 8) Mr S Alcock Derbyshire County Council: Church Street and New Mills Road
- 9) M Gillespie, High Peak Borough Council Tree Officer: Trees at Valley Road
- 10) Peak District National Park Authority: Illegal tree work
- 11) Derbyshire County Council: Off Street Parking Places
- 12) Hayfield Allotment Society: request to allow sheds on plots.

**13 DALC Circulars**

- Circular 05/12: General Circular: DALC subscription rates 2012-2013
- Circular 06/12: General / PAYE guidance
- Circular 07/12: Derbyshire County Council Items
- Circular 08/12: Section 137, Field Challenge, Community Commissioning
- Circular 09/12: Neighbourhood Planning
- Circular 10/12: Meetings of Local Councils
- Circular 11/12: Prayers at Council meetings

**14 Reports from Representatives on Outside Bodies:-**

- a) Non-Ecclesiastical Charities
- b) Hayfield Educational Charity

**15 Items for Information**

All information on file in the Council Office

**16 Additional Items brought forward by permission of the Chairman**

**17 Finance Payments for approval at the Council Meeting 7<sup>th</sup> March 2012.**

**a) Invoices for Payment**

Cheque No.	Payable To	Items	Budget	Amount
102789	Employee#1	February Wages	Gardener 1	246.62
n/a	Employee#2	February Wages	Gardener 2	0
102790	Employee#3	February Wages	Assistant Clerk	879.85

102791	Employee#4	February Wages	Grounds Assistant	332.40
102792	SLCC-CiLCA Management	Registration Fee	Training	150.00
102778	Aon Limited	Allotment Liability Insurance	Insurance (budget overspend)	174.00
102793	Cleaner	Cleaning on 02.02.12	Cleaning	6.00
102794	Employee#4	Mileage expenses	Salt and Grit	2.40
BAC	E-on	Street Lighting?	Electricity	*16.30 Not paid
102795	Viking	Paper and stamps	Office Expenses (budget overspend)	58.60
102796	Employee#3	Mileage and other Expenses	Assistant Clerk Expenses (budget overspend)	43.28
102797	Hayfield Cricket Club	Pavilion room hire 15.02.12	Room Hire	15.00
102798	HMRC	Tax and NI Tax month 11	Salaries NI Contribution	174.99
<b>Total:</b>				<b>2083.14</b>

\* Direct debit payment to E-on cancelled on 07.02.12. (Council decision – minute 909e, 1st February 2012) This payment has now been cancelled altogether as no one knows what the payment is for and Eon are refunding 14 months worth of payments to the Parish Council.

**b) Payments Received:**

Cheque no.	Payee	Items	Amount
001062	D&C Hallam NO 1 Account	Allotment rent for plot 9a	6.00
000167	Ms Y Dent Mr R Boyd	Allotment rent for plot 17a	6.00
100872	Mr N & Mrs T Critchlow	Allotment rent for plot 18	12.00
100732	R Womack & Mrs BA Womack	Allotment rent for plot 5a	6.00
BAC	Santander	Interest on account 3009300 06.01.12 – 04.02.12	2.66
100872	Mr N & Mrs T Critchlow	Allotment rent for plot 18 – returned by bank unpaid	-12.00
000834	Mrs Barbara Tier	Allotment rent for plot 2c	6.00
009390	Aon Limited	Adjustment re Insurance Policy	*7.98
BAC	Eon	Repayment of £16.30 Direct Debit payment x 14 months	211.85
<b>TOTAL</b>			<b>246.49</b>

\* Removal of 2 photocopiers from the Council's Insurance policy which the Council does not own.

Minute amendment: December 2011, 879b Payment received: BT Annual Reward Credit of £27.25 – This was not a BAC payment but will be taken into account on the following BT bill.

**Bank Balances on 29<sup>th</sup> February 2012:**

Deposit Account: £15716.23

Current Account: £71726.54

**18 PART II – CONFIDENTIAL INFORMATION**

To move the following resolution – “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of employees and details of the terms of contract for the supply of services, which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

**a) Internal Audit**

**b) Replacement of Memorial Square Lights**

**c) Grounds Maintenance Assistant**