

# Hayfield Parish Council

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2nd May 2012

To: The Members of Hayfield Parish Council

Dear Councillor,

You are summoned to attend the Annual Parish Council Meeting of Hayfield Parish Council to be held at **7.15pm on Wednesday 9<sup>th</sup> May** in St John's Church 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

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

- 1 Election of Chairperson and Acceptance of Post.**
- 2 Previous Chairperson's Report.**
- 3 To Receive Apologies for Absence.**
- 4 Variation of Order of Business**
- 5 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.

- 6 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."

- 7 Public Speaking – (10 Minutes)**

**Reverend H Edgerton and Mr G Riley, St Matthews Church – Bank Vale Field**

**Jack Suckling, Company Pictures – Filming of 'The Village'.**

(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.

- 8 To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 4<sup>th</sup> April 2012. (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Recreation, Leisure and Tourism Committee Meeting held on 12<sup>th</sup> April 2012. (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Finance Committee Meeting held on 19<sup>th</sup> April 2012. (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Annual Parish Meeting held on 25<sup>th</sup> April 2012. (Document enclosed).
- 9 i) Planning Applications Received to 2<sup>nd</sup> May 2012.**
- a) **HPK/2012/0112:** Mrs P Moore, 55a, New Mills Road, Hayfield. Proposed replacement of wooden frame windows with UPVC.
- b) **NP/HPK/0312/0344:** Marl House Farm, Glossop Road, Little Hayfield. Erection of agricultural building.
- c) **HPK/2012/0173:** Mr P Brennand, 5, Highfield Road, Hayfield. Proposed new dwelling.
- d) **NP/HPK/0412/0377:** Blackshaw Farm, Lane Head Road, Little Hayfield. Erection of orangery 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** Target date for decision 06.07.12
- c) **HPK/2012/0154 and HPK/2012/0155:** The Brook Trust, 2, Church Street (The Bulls Head), Hayfield. Planning and Listed Building Consent for Proposed Change of use from commercial to single residential house. **PENDING**
- d) **NP/HPK/0112/0085:** Farlands House, Kinder Road, Hayfield. Single storey side extension to form utility room and boiler room. **WITHDRAWN**
- e) **HPK/2012/0060:** Mrs Anna Fraser, 135, Bank End Farm, Kinder Road, Hayfield. Proposed to storey extension. **REFUSED.** (detrimental to the historic form, character and appearance of this listed building and to the character and visual amenities of Hayfield Conservation Area)
- f) **HPK/2012/0106:** Mr L & Mrs K Bagshaw, Quarry Bank, Valley Road, Hayfield. Proposed extension to existing bungalow replacing previous extension. **REFUSED** (scale of development inappropriate within a green belt)
- g) **HPK/2012/0134:** Mr Dennis Wilkinson, 1, Highfield Road, Hayfield. Proposed new ground floor bedroom, new single storey extension with level access, WC/shower and lounge. New front door entrance and ramped access to existing garage. **PENDING**
- 10 Election of Vice Chairperson and Acceptance of Office.**
- 11 Appointment of 4 members to the Finance Committee for 1 year.**
- 12 Appointment of 4 members to the Recreation, Leisure and Tourism Committee for 1 year.**
- 13 Appointment of 2 members to the Little Hayfield Advisory Committee for 1 year.**
- 14 Appointment to Outside Bodies for 1 year:**
- a) Village Hall Committee. 1 member
- b) Hayfield Community Sports Club. 2 members.
- c) Allotment Liaison Committee. 1 member.
- d) Orchard Project (Sustainable Hayfield?) 1 lead member.
- f) Appointment of Wright Turner Party Organiser.
- g) Hayfield Educational Trust. 2 members.
- 15 Chairperson of Council's Announcements.**
- 16 Committee & Other Reports**
- a) The Council Website (Councillors P Chapman and K Bevins)
- b) The Council's Finances. Acting Clerk Sally Fuller
- c) The proposed filming of 'The Village'. Councillor P Chaman
- 17 Clerks report on Matters for Decision**
- a) Payment of wages / Delegated power to RFO to issue payment of wages
- b) Frequency and remit of Finance Committee Meetings
- c) Non Ecclesiastical Charities / Representative Trustee for the Council
- d) Bank Accounts and permission for RFO to move money between accounts to maximise interest accrued.
- e) How to progress the purchase of Bank Vale
- f) Jubilee – spending, events and progress

- g) Revised Budget 2012 – 2013 / Allotment Accounting
- h) Internal Audit Report and recommendations
- i) Audit
- j) Insurance Renewal / Fidelity guarantee (FRA)
- k) Peak Park Parishes Forum meeting
- l) Adoption of Co-option Policy
- m) Co-option of Councillor for Hayfield West ward
- n) Planning Committee and appointment of members
- o) Development Control Training
- p) Christmas tree at St Matthews
- q) Replacement of Football Posts
- r) Little Hayfield Advisory Committee election
- s) Queen Elizabeth roses
- t) Play Area Inspection Training
- u) Arden Quarry Representative
- v) Hayfield Educational Charity

**18 DALC Circulars**

Circular 17/12: Playground Inspection training, Ping pong funding, HMRC support  
 Circular 18/12: DALC Clerks Day 2012 Update  
 Circular 19/12: Localism Update

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

- a) Non-Ecclesiastical Charities
- b) Hayfield Educational Charity
- c) Hayfield Allotment Society
- d) Hayfield Community Sports Club
- e) The Village Hall

**20 Items for Information**

- a) Nicola Kemp, The new Waste Recycling Service
- b) Lamp post Inspection May 14th
- c) Resignation of Councillor B Betts

**21 Finance** Payments for approval at the Council Meeting 9<sup>th</sup> May 2012.

**a) Invoices for Payment**

Cheque No.	Payable To	Items	Budget	Amount
102823	Employee#1	April wages	Gardener 1	257.44
102824	Employee#2	April wages	Assistant Clerk	960.58
102825	HMRC	PAYE and NI	HMRC, Office Salaries	Deferred
102826	Viking	First Aid kit	Office expenses	30.44
102827	Viking	Stamps	Office expenses	77.86
102828	Viking	Stationery	Office expenses	116.39
102829	Cleaner	Cleaning	Cleaning	6.00
102830	Employee#2	Mileage expenses / postage	Travel Clerk	107.01
102831	St John's Methodist Church	Room Hire on 04.04.2012	Room Hire	20.00
102832	Hayfield Cricket Club	Pavilion hire on 19.04.2012	Room Hire	15.00
102838	Yvonne Denton	Repayment of deposit for allotment plot 17a	Allotment Deposits	6.00
102834	Rural Action Derbyshire	Playground Training	Training	30.00
102835	Mr B Woodcock	Internal Audit 2011-2012	End of year accounts audit	145.21
102836	Peter Webb	Cost of timber for allotment path	Allotment rents	74.70
102837	CANCELLED			
<b>Total:</b>				<b>£1846.63</b>

**b) Payments Received:**

Cheque no.	Payee	Items	Amount
001184	Mr SR Slinger & Mrs PM Slinger	Payment for Broxap bench	545.00

000028	Mr NS Taylor & Mrs JE Taylor	Allotment rent and deposit for plot 15c	12.00
001617	D N Lowe Esq	Payment for Broxap bench	599.00
001135	Dark and White Challenge Events Limited	Payment for use of the Old School Field on 04.03.12	200.00
BAC	HMRC	VAT Repayment Jan 2012 – March 2012 (Paid into account on 10/04/12)	395.58
255457	Electricity North West	Wayleave payment	50.75
<b>TOTAL</b>			<b>£1802.33</b>

**Bank Balances on 1st May 2012:**

Deposit Account: £ 15,718.77

Current Account: £ 86,641.46

*Our total funding is £102,098.98, comprising £86,380.21 current account balance and £15,718.77 deposit account balance.*

*To this total must be added the second half of our Precept, amounting to £21,762.50 and further expected income for the year of £1,406.89, making a grand total of £125,268.37.*

*Of this total, £59,165.23 is Allocated Funds for the current financial year, £16,500.00 is Reserves (NALC recommendations being between 3 months expenditure and half the amount of the Precept) and £37,046.78 is Restricted Funds.*

## **22 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) Forensic Audit**
- b) Grounds Maintenance**
- c) Memorial Square Queries**
- d) Repair of Playground Equipment**
- e) Skatepark signs**