

Hayfield Parish Council

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27th June 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 4th July 2012** 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.

Sally Fuller

Sally Fuller
Acting Clerk to the Council

AGENDA

PART I – NON CONFIDENTIAL INFORMATION

- 1 To adopt a new Code of Conduct.**
- 2 To Receive Apologies for Absence.**
- 3 Variation of Order of Business**
- 4 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.

- 5 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."

- 6 Public Speaking – (10 Minutes)**

(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.

- 7 To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 6th June 2012. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 21st May 2012
- 8 i) Planning Applications Received to 27th June 2012.**

- a) **HPK/2012/0307:** Hillcrest Homes, The Orchard, Swallow House Lane. 22 units, comprising units For Sale and Local affordable Housing.
- b) **HPK/2012/0326:** Mr I Grice. 45, Kinder Road, Hayfield: Proposed extension to Rear of Property.
- c) **CW1/0512/15:** Casey Enviro Ltd. Birch Vale Quarry, Oven Hill Road, Birch Vale: Facility for the storage and treatment of green waste within the recycling area as previously approved in permission CW1/0110/190. The green waste will be imported via Arden Quarry stockpiled and processed by sorting, screening, shredding, mixing and composting. The resultant material will be used for the restoration of the adjacent Arden Quarry landfill.
- d) **NP/HPK/0612/0617:** Mr M Cranmer, 1, Park Crescent, Little Hayfield: Listed Building Consent – to replace existing 1960’s top hung windows on first floor with timber sliding sash windows copied from an existing window.
- e) **HPK/2012/0352:** Mr Andrew Jones, Hazelhurst Farm, Valley Road, Hayfield: Listed building consent for new stone mullion triple window and replace 2 existing softwood windows with stone mullions.
- 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) **HPK/2012/0112:** Mrs P Moore, 55a, New Mills Road, Hayfield. Proposed replacement of wooden frame windows with UPVC. **APPROVED**
 - c) **NP/HPK/0312/0344:** Marl House Farm, Glossop Road, Little Hayfield. Erection of agricultural building. **PENDING**
 - d) **NP/HPK/0412/0377:** Blackshaw Farm, Lane Head Road, Little Hayfield. Erection of orangery extension. **GRANTED CONDITIONALLY**
 - e) **HPK/2012/0244:** Mr Shaw, The Bungalow, Vicarage Lane, Hayfield. Proposed demolition of conservatory and construction of single storey lean to extension. **APPROVED**
 - f) **NP/HPK/0512/0476:** Bank Vale Paper Mill, Swallow House Lane, Hayfield. Resubmission of NP/HPK/0511/0400: change of use to convert vacant industrial units to form 9 open market dwellings. **PENDING**

9 Chairperson of Council's Announcements. None.

10 Committee & Other Reports

- a) The Council Website (Councillors P Chapman and K Bevins)
- b) The Council's Finances. Acting Clerk Sally Fuller

11 Clerks Report on Matters for Decision

- a) General Power of Competence Training for Clerk
- b) Allocation of unallocated funds
- c) Replacement of Chestnut tree in Valley Road
- d) Memorial Square Queries / NALC response / what to do next
- e) Co-option of Councillor for Hayfield Town Ward.
- f) First Aid training
- g) Police and Traffic Wardens (Councillor E Hodgson)
- h) August Parish Council Meeting – cancel and have a summer break?
- i) Adoption of Performance Appraisal Scheme
- j) Christmas (Councillor L Waterhouse)
- k) The copyrights of the Pro Loco pictures (Councillor K Bevins)
- l) Improvements to Dungeon Brow
- m) Playground Equipment (Councillor V Wieteska)
- n) Little Hayfield Jubilee Donations – request for clarification
- o) Room Hire costs and any reductions to be made.
- p) Proposed Clough Working Parties.

12 DALC Circulars

- Circular 25/12: The Localism Act
- Circular 26/12: DALC Training Courses
- Circular 27/12: New Standard regime - Code of Conduct
- Circular 28/12: Rights of Way / Auditor procurement / First Aid Provision
- Circular 29/12: Election of DALC President and Vice President
- Circular 30/12: 'Right to Build' Funding / I pads for Councillors / Allotment Forum
- Circular 31/12: NALC's Template Code of Conduct' for Parish Councils (final version)

13 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
- 14 Items for Information:** (All information on file in the Council Office)
a) Contracted Maintenance Assistant
- 15 Finance** Payments approved by the Finance Committee on 21st June 2012.
a) Invoices for Payment

Cheque No.	Payable To	Items	Budget	Amount
102853	Running IMP International Sports Ltd	Part payment for Jubilee mugs. (Payment approved by Councillors KB, AR, MJ, PE and LW on 8/11.06.12)	S137	444.00
102854	Carham Garden Maintenance	Garden maintenance. (Payment approved by Councillors KB, PC, EH, VW and AR on 11.06.12)	Contracted / tendered work, Parks and Spaces	314.50
102855	Employee#1	May Wages	Salary Gardener 1	283.40
102856	Employee#2	May Wages	Clerk, Office Salaries	1267.46
102857	Cleaner	Cleaning on 07.06.12	Cleaning	6.00
102858	Hayfield, St John's Methodist Church	Room hire on 09.05.12 and 23.05.12	Room Hire	40.00
102859	Hotline Signs	2 A4 signs for skatepark	Materials, Parks and Spaces	69.60
102860	Standard Industries Limited	Lighting column inspection	Unallocated funds	249.60
102861	Mr M Dean	Little Hayfield Jubilee expenses	S137	151.11
102862	Kendal Trophies	Medals and ribbons (Little Hayfield Jubilee)	S137	63.60
102863	Mr J Pope, The Civic Trust	Construction of the Jubilee Archway	S137	515.09
Total				£3404.36

b) Payments Received up to 27th June:

Cheque no.	Payee	Items	Amount
BACS	Santander	Interest on bank account 03009300 02.05.12	1.29
BACS	Santander	Interest on bank account 03009300 01.06.12	1.34
301978	HPBC	Jubilee grant	300.00
TOTAL			£302.63

Bank Balances on 27th June 2012: Deposit Account: £15,721.40 Current Account: £ 77,991.72

Our total funding is £91,288.16, comprising £75,566.76 current account balance and £15,721.40 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 £1,404.26, making a grand total of £114,454.92.

Of this total, £52,558.54 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 £36,234.08 is Restricted Funds. The remainder, amounting to £9,658.61, is Unallocated Funds (excluding Transitory items).

16 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) Contracts for Playground Inspections.**
b) Council employee pensions
c) Replacement of Memorial Square lights
d) Acting Clerks holiday
e) Appointment of a Clerk / Benchmarking
f) Replacement of goalposts on Valley Road