

Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
Tel. 01663 744550. Email: clerk@hayfield-pc.gov.uk
www.hayfield-pc.gov.uk

29th August 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 5th September 2012** 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.

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)**

(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 4th July 2012. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 16th July 2012
To Confirm the Non-Confidential Minutes of the Finance Committee Meetings held on 21st June, 19th July and 16th August 2012.

To Confirm the **Non-Confidential Minutes** of the Recreation, Leisure and Tourism Committee Meeting held on 24th July 2012.

To Confirm the **Non-Confidential Minutes** of the Extraordinary Parish Council Meeting held on 16th August 2012.

7 i) Planning Applications Received to 29th August 2012.

a) NP/HPK/0712/0773: Mr J McPherson, Heybarn Farm, Glossop Road, Little Hayfield. SK22 2NR. The proposed works entail the addition of a second storey to an existing single storey extension to create additional bedrooms and en suite bathroom unit.

b) HPK/2012/0422: Mr P and Mrs S Coverley, Meadows Farm, Ridge Top Lane, Hayfield. Proposed barn conversion (part retrospective).

ii) Planning Application Decisions (by High Peak Borough Council or Peak District National Park Authority):

a) HPK/2012/0307: Hillcrest Homes, The Orchard, Swallow House Lane, Hayfield. 22 units comprising units For Sale and Local Affordable Housing. Revised Ecology Report. **APPROVED**

b) NP/HPK/0612/0638: Monks Road, Glossop. Siting of temporary buildings and cultivation of private non-commercial vegetable growing plot, comprising: screen fencing and planting, tool shed / rest room and greenhouse. **PENDING**

c) NP/HPK/0612/0573: Tom Heys Farm, Glossop Road, Little Hayfield: Addition of flue to barn roof. **PENDING**

d) HPK/2012/0404: Mr and Mrs Hallam, Westwood, New Mills Road, Birch Vale. Proposed detached building to provide double garage, gym, storeroom and additional bedroom. **PENDING**

e) NP/HPK/0712/0714: Mr K Scowcroft, Chinley Moor House, Chapel Road, Hayfield. Restoration of barn and change of use to a camping barn. **PENDING**

f) HPK/2012/0372: Mr Simon Woodall, The Pack Horse, 3-5, Market Street, Hayfield. Outdoor eating and drinking area with outdoor smoking area. **PENDING**

g) 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. **PENDING**

h) 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. **GRANTED CONDITIONALLY**

i) 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. **APPROVED**

j) 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**

8 Chairperson of Council's Announcements. None

9 Committee & Other Reports

a) The Council Website (Councillors P Chapman and K Bevins)

b) The Council's Finances. Acting Clerk Sally Fuller

10 Appointment of 1 member to the Little Hayfield Advisory Committee

11 Appointment of 1 member to the Finance Committee

12 Appointment of 1 member as Trustee for Hayfield Educational Charity

13 Clerks Report on Matters for Decision

a) Signage along Middlefields Path re: dogs.

b) Provision of a dog poo bin at Bank Vale end of Middlefields Path.

c) Dry stone wall repairs around The Clough, Little Hayfield.

d) Improvements to Dungeon Brow.

e) Approval for Acting Clerk/ Clerk to act as Accounts Administrator (Santander)

f) Royal British Legion: purchase of poppy wreath and requested donation.

g) Queries re: Memorial Square Project

h) Provision of an additional litter bin in Valley Road

i) Approval of NALC's Code of Conduct Agenda A

j) Approval of NALC's revised model agenda

k) Repairs to the skatepark

l) Replacement tree for Valley Road

m) Little Hayfield Advisory Committee: Traffic concerns

n) Declaration of Interests / new Code of Conduct / Standing Orders

- o) Copyright of Pro Loco paintings and their use for fundraising
- p) Derbyshire County Council: Parish and Town Council Liaison Forum 25.10.12
- q) Credit agreement with Redmoor Building Supplies
- r) Donation request for the cemetery (Councillor L Waterhouse)
- s) Christmas tree lights and lighting ceremony
- t) Request for £100 Orchard Project funding from 'Sustainable Hayfield' for fruit bushes.
- u) Memorial Square lights
- v) Japanese Knotweed.
- w) Office computer

14 DALC Circulars

Circular 32/12: Neighbourhood Planning / Local Governance

Circular 33/12: CiLCA Training on General Power of Competence

Circular 34/12: Funding arrangements for Localising Support for Council Tax

Circular 35/12: Code of Conduct amended Appendix A. Derbyshire County Council Community Buildings Grant.

Circular 36/12: Community Right to Challenge, Floodline Portal, CPRE Roadside Litter, Natural England P4C, Inspired Facilities Fund, Big Lottery Guidance.

Circular 37/12: Recommended agenda, Council payments, Queen Elizabeth II Field Challenge, Outdoor Play Areas.

Circular 38/12: DALC AGM, Updating Payment Rules, Paths for Communities, Planning for a Healthy and Natural Environment, BT Broadband scheme, Reduced Rural Speed Limits.

Circular 39/12: Code of Conduct, DALC AGM, Sustainable Communities Act, Derbyshire Police and Crime Panel, training.

15 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 (Councillor L Waterhouse)

16 Items for Information: (All information on file in the Council Office)

- a) Derbyshire County Council: Rights of Way Draft Statement of Action / consultation
- b) 2011 – 2012 Audit
- c) 2 Councillors at informal meetings (Councillor E Hodgson)

17 Finance

a) Invoices for Payment approved by the Finance Committee on 19th July 2012.

Cheque No.	Payable To	Items	Budget	Amount
102864	HMRC	PAYE (May)	HMRC	550.90
102865	Eon	Electricity for 04.03.12 – 13.06.12	Electricity / Utilities	135.59
102866	Hayfield Cricket Club	Room Hire on 21.07.12	Room Hire	15.00
102867	BT	Phone / Internet 16.03.12 – 17.06.12	ICT Communications	211.77
102878	Beeson Waste Disposal Ltd	Skip hire for the allotments	Allotment rents	156.00
102869	Viking	Toner, folders, pins and diary	Office Expenses	76.10
102870	Employee#1	June Wages	Salary Gardener 1	259.60
102871	Employee#2	June Wages	Clerk Office Salaries	847.83
102872	Carham Garden Maintenance	Garden maintenance / June	Contracted / tendered work/ Parks and Spaces	405.70
102873	Cleaner	Cleaning on 03.07.12	Cleaning	6.00
102874	Employee #1	Expenses – inner tube for wheelbarrow	Materials and running costs / Parks and spaces	6.00
102875	Employee #2	Expenses – mileage, postage and High Vis jacket	Materials and running costs / Parks and spaces, Office expenses and consumables and Travel (Clerk)	25.90
102876	DCTP	Clerk's General power of Competence training	Training	20.00
102877	CCMA Services Ltd	Annual set up fee and payroll processing for April - June	Payroll (CCMA)	151.92

102878	CCMA Services Ltd	Payroll processing for January – March 2012	Payroll (CCMA)	38.88
102879	CCMA Services Ltd	Payroll processing for July – September 2012	Payroll (CCMA)	19.44
102880	HMRC	PAYE (June)	HMRC	214.79
Total				£3141.42

b) Invoices for Payment approved by the Finance Committee on 16th August 2012.

Cheque No.	Payable To	Items	Budget	Amount
102881	Shopfittings Manchester Ltd	Black sacks (200)	Parks and Spaces / Materials and Running Costs	20.40
102882	Hayfield Village Hall	Room Hire on 6 th June 2012	Room Hire	15.00
102883	Mrs D Parker	Cleaning	Cleaning	6.00
102884	Employee # 1	Travel	Travel/ Parks and Spaces	6.10
102884	Employee # 1	Keys cut for Bank Vale	Materials / Running Costs/ parks and Spaces	3.00
102885	St John's Methodist Church	Room hire on 04.07.12	Room Hire	20.00
102886	HMRC	PAYE for July / tax month 4	HMRC Payments	240.24
102887	Employee # 1	Wages for July	Parks and Spaces, Gardener 1	298.54
102888	Employee # 2	Wages for July	Clerk's Wages	885.25
102889	John P Bennett	Replacement and fitting of lights on Memorial Square	Village Amenities / Memorial Square	* 372.50
102890	Carham Garden Maintenance	Contracted gardening during July	Parks and Spaces/ Contracted / Tendered	364.68
TOTAL				£2231.71

* The 'Village Amenities/Memorial Square budget is £275 and therefore this payment is not within budget.

c) Payments Received up to 29th August:

Cheque no.	Payee	Items	Amount
166472	Derbyshire County Council	Rights of Way Maintenance Scheme 2011 – 2012 payment	490.00
000038	Mrs L J Atkinson	Allotment rent (£6) and deposit (£6) for plot 17a	12.00
BACS	Santander	Interest on bank account 03009300	1.34
TOTAL			£503.34

d) Invoices for payment to be approved at the Parish Council Meeting on 5th September:

Cheque No.	Payable To	Items	Budget	Amount
102891	Johnston Publishing	Advert in Buxton Advertiser for Clerk	Allowances and Expenses / Advertising	65.23
102892				cancelled
102893	Turf 'n' Stuff Ltd	10 bags of play grade woodchip 2.5m3	Parks and Spaces / Playground Equipment	1900.31
102894	Senior Building Supplies Ltd (Redmoor)	850k bag of MOT type 1 limestone for allotment footpaths	Allotment Rents	42.00
TOTAL				£2007.54

Bank Balances on 29th August 2012: Deposit Account: £ 15,724.03 Current Account: £ 72,078.49

Our total funding is £87,391.02, comprising £71,666.99 current account balance and £15,724.03 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 -£297.29, making a grand total of £108,856.23.

Of this total, £55,705.88 is Allocated Funds for the current financial year, £17,948.61 is Reserves (NALC recommendations being between 3 months expenditure and half the amount of the Precept) and £36,116.08 is

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) Weeding**
- b) Gritting**
- c) Contractors expenses**
- d) Appointment of Clerk**
- e) CRB checks**
- f) Goal posts in Valley Road**