

Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
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2nd January 2013

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 9th January 2013** in The Village Hall, Hayfield.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheets for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Sally Fuller

Sally Fuller

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 in respect of items other than Disclosable Pecuniary Interests 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 for matters other than Disclosable Pecuniary 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 item ... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."

- 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 an interest other than a Disclosable Pecuniary 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 Extraordinary Parish Council Meeting held on 3rd December 2012. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Planning Committee Meeting held on 5th December 2012. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Parish Council Meeting held on 5th December 2012. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Finance Committee Meeting held on

20th December 2012. (Document enclosed)

7 i) Planning Applications Received to 2nd January 2012.

- a) **HPK/2012/0703:** Mr M and Mrs J Baxby, 1, Brookhouse Court, Hayfield: Proposed extension over existing single storey garage.
- b) **HPK/2012/0702:** Mr P and Mrs S Coverley, Meadows Farm, Ridge Top Lane, Hayfield. Proposed retention of rebuilt original garage, store and linking structure.

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

- a) **NP/HPK/0912/0941:** Listed Building Consent Hill House Farm. **PENDING**
- b) **NP/HPK/1012/1077:** 3, Glossop Road, Little Hayfield. **APPROVED**
- c) **HPK/2012/0491:** Mr Martin Aston, Bloor Homes Ltd: land to the rear of The Orchard, Swallow House Lane. **APPROVED**
- d) **HPK/2012/0623:** Mr Stephen Williams, 12, Chendre Close, Hayfield. **PENDING**
- e) **NP/HPK/1112/1156:** Blackshaw Farm, Lane Head Road, Hayfield. **PENDING**
- f) **HPK/2012/0550:** Mr and Mrs .Parsons, 7, Meadows Road, Hayfield. **APPROVED**
- g) **HPK/2012/0596:** Mr and Mrs H Hallam, Westwood Cottage, New Mills Road, Birch Vale. **APPROVED**
- h) **NP/HPK/0712/0773:** Mr J McPherson, Heybarn Farm, Glossop Road. **PENDING**
- i) **NP/HPK/0612/0638:** Monks Road, Glossop. **APPROVED**
- j) **CW1/0512/15:** Casey Enviro Ltd. Birch Vale Quarry. **PENDING**
- k) **NP/HPK/0512/0476:** Bank Vale Paper Mill. **APPROVED**

8 Chairperson of Council's Announcements.

9 Committee & Other Reports

- a) The Council Website (Councillors P Chapman and K Bevins)
- b) The Council's Finances. Clerk Sally Fuller
- c) Actions undertaken by the Clerk

10 Clerks Report on Matters for Decision

- a) Vacuum and heater for the office
- b) Reducing noise created by the skatepark ramps
- c) Clough Management Plan / tree work / quoting for work
- d) Financial support for St Johns
- e) Support for pre-school groups in Hayfield
- f) Bank Vale
- g) Tree Surveys
- h) Amendment of Financial Regulation 3.5
- l) Amendment to Standing order 30.6d
- j) Amendment to Standing Order 1.2
- k) Footpath 44
- l) Appointment of Councillors on the Dungeon Brow Committee
- m) Approval of next year's budget
- n) Proposal to plant jubilee roses at Bank Vale
- o) Greenbank Trust – potential funding for stone walling
- p) Credit accounts with 'Conways' and 'Office Team'.
- q) Bowden Bridge Interpretation Board
- r) Housing for Local Needs / Housing Survey
- s) Letter re: Memorial Square queries to previous Councillors
- t) Replacement of cross scales

11 DALC Circulars

Circular 47/12: Council Tax, DALC website, Sport England Small Grants

12 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
- f) Arden Quarry
- g) Dungeon Brow Working Party

13 Items for Information: (All information on file in the Council Office) None

14 Finance

a) Invoices for Payment approved by the Finance Committee on 20th December 2012.

Cheque No.	Payable To	Items	Budget	Amount (£)
102950	S Fuller	Christmas trees for office and St Matthews	Village amenities / Christmas tree and lights	19.90

102951	Viking	Toner, Paper, Stamps and envelopes	Office costs / consumables and expenses	145.22
102952	CCMA Services Ltd	Payroll processing Oct – Dec 2012	Contractors and Professional Fees / CCMA	19.44
102953	Hayfield Cricket Club	Room Hire 19.07.12, 16.08.12, 20.09.12, 18.10.12 and 22.11.12	Room Hire	75.00
102954	Mr L Huntington	Gardening work in Valley Road	Parks and gardens / Contracted or tendered work	36.00
102955	Society of Local Council Clerks	Subscription for 2013	Allowances and expenses / subscriptions	145.00
102956	Mr M Dean	Payment for 2 x 200 LED Christmas lights for Little Hayfield	Village amenities / Christmas tree and lights	49.98
102957	Cleaner	Cleaning the office on 04.12.12	Cleaning	6.00
102958	Employee # 1	Wages for November	Gardener 1	305.03
102959	Employee # 2	Wages for November	Clerk's wages	1106.15
102960	HMRC	PAYE for tax month 8	HMRC	399.69
102961	Timberplay Limited	Repairs to swings, aerial runway and wetpour	Playground equipment	2817.36
102962	Senior Building Supplies Ltd	Bulk bag 20mm limestone for allotment path improvements	Allotment rents	34.68
102963	Chris Wild	Maintenance contracted works in November	Parks and spaces/contracted works	245.00
102964	Carham Garden Maintenance	Maintenance contracted works in November	Parks and spaces/contracted works	327.72
102965	Viking	Toner, stamps, minute book	Office expenses and consumables	173.62
TOTAL				£5905.79

b) Invoices for Payment for approval by Council on 9th January 2013.

Cheque No.	Payable To	Items	Budget	Amount (£)
102966	Digley Associates Ltd	Annual Playground Inspection / Sept 12	Playground Inspections	162.00
102967	E.on	Electricity charges 13.09.12 – 10.12.12	Utilities / Electricity	130.71
102972	BT	Communications between 18.09.12 – 16.12.12	Office running costs / ICT communications	206.44
102975	J Parker	Fruit bushes	Orchard Project	111.85
102976	S N S Trees	Tree work in The Clough	Tree work / Surveys	375.00
TOTAL				£986.00

b) Payments Received up to 2nd January 2012:

Cheque no.	Payee	Items	Amount
BACS	Santander	Bank interest on account 03009300	1.29
264852	Mr D C & Mrs J R Hanney	Rent for allotment plot 11a	12.00
001654	Ms S E Buchanan	Rent for allotment plot 14a	6.00
102745	Mr R O Davies	Rent for allotment plot 3a	12.00
000150	Mrs C A Middleton	Rent for allotment plot 1b	12.00
003096	Mr P K Webb and Mrs A P Webb	Rent for allotment plot 20	12.00
135292	Mr F H Creed	Rent for allotment plot 10a	12.00
003621	Mr C Smith	Rent for allotment plot 6a	12.00
006490	Mr G Peacock	Rent for allotment plot 16	12.00
004161	Mrs K Morten	Rent for allotment plot 7a	12.00
500312	Company Productions Ltd	Rent for use of Old School Field and Payment for T Middleton for newsletter delivery	24.00 11.52

005079	Mr S Jackson & Mrs V F Jackson	Rent for allotment plot 19	12.00
001330	S Fuller – to cover cash payment from Mr & Mrs H Walsh	Rent for allotment plot 8A	12.00
201244	P J Roberts and Mrs PA Roberts	Rent for allotment plot 8C	12.00
002439	C E Tombs	Rent for allotment plot 4b	12.00
000327	E S Davies	Rent for allotment plot 15b	12.00
226041	Mrs K J Askew Gillott	Rent for allotment plot 14c	6.00
758057	N Mellor S Mellor	Rent for allotment plot 6c	6.00
000398	Mr Brian G Gettins Mrs Helen J Gettins	Deposit for allotment plot 15a	6.00
BACS	Company Productions	Second goodwill payment for filming of 'The Village' for the purchase or development of Bank Vale	5000.00
BACS	Santander	Interest on bank account 03009300	3.20
TOTAL			£5220.01

Bank Balances on 2nd January 2013: Deposit Account: £ 85,732.49

Current Account: £ 17,973.06

(£50,000 was transferred from the current to the deposit account on 19th December 2012 and another £20,000 was transferred on 27th December 2012 to increase the amount of interest accrued)

Our present total funding is £100,372.89 comprising £14,643.60 current account balance and £85,729.29 deposit account balance. From this must be deducted £647.78, being transitory items, leaving £99,725.11 total available funds. The total remaining budget is £101,269.98, comprising of £38,908.97 allocated funds, £16,928.61 reserves, £45,432.40 restricted funds and 0 unallocated funds. The difference between these two figures is £897.09 formed by the addition of excess income of -£858.86 and the deduction of VAT paid this year (recoverable) of £2440.54.

15 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) Clerk's holiday
- b) Contracted work to start stone wall repairs in The Clough