

Hayfield Parish Council

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30th 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 6th February 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 receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.**
- 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 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."

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 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.

- 7 To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 9th January 2013. (Document enclosed)
To Confirm the Non-Confidential Minutes of the Finance Committee Meeting held on 24th January 2013. (Document enclosed)

To Confirm the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 28th January 2013

- 8 i) Planning Applications Received to 30th January 2012.**
- a) **HPK/2012/0725:** Mr J McCall. Land off North Road, Hayfield. Proposed garage and hard standing.
- b) **HPK/2012/0705:** Mr Barry Cholerton, 6, Fishers Bridge, Hayfield: Proposed small porch to front door, matching stone walls with sloping slate roof.
- 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. **APPROVED**
- b) **HPK/2012/0703:** Mr M and Mrs J Baxby, 1, Brookhouse Court, Hayfield. **PENDING**
- c) **HPK/2012/0623:** Mr Stephen Williams, 12, Chendre Close, Hayfield. **APPROVED**
- d) **NP/HPK/1112/1156:** Blackshaw Farm, Lane Head Road, Hayfield. **GRANTED CONDITIONALLY**
- e) **NP/HPK/0712/0773:** Mr J McPherson, Heybarn Farm, Glossop Road. **PENDING**
- f) **CW1/0512/15:** Casey Enviro Ltd. Birch Vale Quarry. **PENDING**
- 9 Chairperson of Council's Announcements.**
- 10 Committee & Other Reports**
- a) The Council Website (Councillors P Chapman and K Bevins)
- b) The Council's Finances. Acting Clerk Sally Fuller
- c) Actions undertaken by the Clerk
- 11 Clerks Report on Matters for Decision**
- a) DPI Dispensations – a standing agenda item and a Council decision or delegated decision by the Clerk?
- b) Approval of proposed budget for 2013 – 2014 and precept
- c) Proposal for a Council 'Wish List'. (Councillor J Wilson)
- d) Internal Audit review
- e) Appointment of Internal Auditor 2013
- f) New Fund to help Revive Villages / Plunkett Foundation (Cllr V Wieteska)
- g) Council support for Kinder Visitor Centre Group (Councillor P Chapman)
- h) Dungeon Brow (Councillor K Bevins)
- i) Proposed 'Dates of Meetings' and venues for 2013 /14
- j) Bank Vale – letter from D Hall, Hayfield Community Sports Club (Cllr P Chapman)
- k) Pro Loco copyright – potential use of pictures for fundraising
- l) Clerk's attendance at DALC Spring Seminar and Council Finance Training
- m) Bowden Bridge Interpretation Board – proposed amendments to text.
- n) Letter to Charlie Thompson re: Filming of 'The Village'.
- o) Request for funding from New Mills Volunteer Centre
- p) Proposed Stone Planters in Little Hayfield
- q) Relocation of Little Hayfield noticeboard
- r) Proposed structural survey of stone walls on Clough Lane
- s) Proposed working parties to clear felled wood etc in The Clough
- t) Temporary banners, signs and flags (Cllr M Jones)
- u) Approve amended Standing Order 1.2
- 12 DALC Circulars**
- Circular 01/13:** Index of most important elements of 2012 DALC Circulars.
- Circular 02/13:** Training and Seminars.
- Circular 03/13:** PAYE, Employer ref. Nos., Neighbourhood Plans, Village funding etc
- 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
- f) Arden Quarry
- g) Dungeon Brow Working Party
- 14 Items for Information:** (All information on file in the Council Office) None
- 15 Finance**
- a) **Invoices for Payment approved by the Finance Committee on 24th January 2013.**

Cheque No.	Payable To	Items	Budget	Amount (£)
102968	Hayfield Cricket Club	Pavilion Hire	Room Hire	60.00
102969	Mr T Middleton	Payment from Company	Transitory	11.52

		Productions for newsletter delivery		
102970	Hayfield Village Hall	Room Hire on 7 th November	Room Hire	15.00
102971	Thornsett Band	Playing at Christmas tree lighting	Christmas	60.00
102973	SLCC	Purchase of 'Charity Trustee Handbook'	Training	13.95
102974	S Fuller	Travel	Clerks travel	21.64
		Postage	Office expenses	1.50
		Christmas items	Christmas	9.19
102977	T Middleton	Bleach, gloves and keys	Parks and Spaces / materials	10.35
102978	Mrs J Lanham	Repayment of deposit for allotment plot 13A	Allotment deposits	6.00
102979	Aon UK Limited	Allotment Insurance	Allotment Rents	174.00
102980	Mrs D Parker	Cleaning 07.01.13	Cleaning	6.00
102981	Chris Wild	Contracted work in December 2012	Parks and Spaces /Contracted work	510.35
102982	Carham Garden Miantenance	Contracted work in December 2012	Parks and Spaces /Contracted work	319.31
102983	Hayfield Village Hall	Room hire on 05.12.12	Room Hire	15.00
102984	Employee # 1	Wages for December	Parks and Spaces / Gardener 1	272.58
102985	Employee # 2	Wages for December	Clerk	1093.67
102986	PAYE	Tax month 9	HMRC / PAYE	388.53
102987	Mrs S Fuller	Vacuum and heater for council office	Office expenses and consumables	61.27
TOTAL				£3049.86

b) Invoices for Payment for approval by Council on 6th January 2013.

Cheque No.	Payable To	Items	Budget	Amount (£)
102989	DALC	Clerk's Seminar and Finance Training	Training	60.00
TOTAL				£60.00

c) Payments Received up to 30th January 2013:

Cheque no.	Payee	Items	Amount
200608	Mrs B Womack	Rent for allotment plot 5A	12.00
001444	Mr and Mrs Porter	Rent for allotment plot 8B	12.00
100110	Miss H Young	Rent for allotment plot 7A	12.00
000011	Mr and Mrs Rope	Rent for allotment plot 13C	12.00
000006	Mr W Hanne	Rent for allotment plot 5B and 11B	24.00
617770	Mrs N Chetham	Rent for allotment plot 12B	12.00
000039	Mr G Hewitt	Rent for allotment plot 12A	12.00
825000	Mr and Mrs B Waddell	Rent for allotment plot 9A	12.00
000135	Mrs J White	Rent for allotment plot 2A	12.00
000505	Mr A Ramwell	Rent for allotment plot 3B	12.00
003247	Mrs J Eastwood	Rent for allotment plot 14B	12.00
100442	Mrs E Gaffney	Deposit for allotment plot 13A (part of 1cheque)	6.00
100442	Mrs E Gaffney	Rent for allotment plot 13A (part of 1cheque)	6.00
001332	J Taylor cash payment covered by cheque from Clerk	Rent for allotment plot 15C	6.00
003778	Mr M Jones	Rent for allotment plot 10C	6.00
003778	Mr M Jones	Deposit for allotment plot 10C	6.00
101915	D M Ross	Rent for allotment plot 1A	12.00
000815	D M Ivens	Rent for allotment plot 2B	6.00

000234	Miss NJ Taylor	Rent for allotment plots 9B and 10B	18.00
100053	Mrs J Atkinson cash payment covered by cheque from Clerk	Rent for allotment plot 17	12.00
002979	Mr R Hulme and Mrs A H Hulme	Rent for allotment plot 6B	6.00
101092	Ben N E Mills & Natalie A Mills	Rent for allotment plot 4A	12.00
BACS	HMRC	VAT repayment Oct - Dec	1087.97
TOTAL			£1327.97

Bank Balances on 30th January 2013:

Deposit Account: £ 85,732.49

Current Account: £ 12,886.46

Our present total funding is £97,692.20 comprising £11,959.71 current account balance and £85,732.49 deposit account balance. From this must be deducted £0, being transitory items, leaving £97,692.20 total available funds. The total remaining budget is £98,225.04, comprising of £35,891.88 allocated funds, £16,928.61 reserves, £45,404.55 restricted funds and 0 unallocated funds. The difference between these two figures is £532.84 formed by the addition of excess income of -£1975.32 and the deduction of VAT paid this year (recoverable) of £2508.16.

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) Contract to replace Bowden Bridge Interpretation Board**
- b) Memorial Square Queries (Councillor A Ramwell)**
- c) Employee sick pay**