

Hayfield

Parish Council

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DRAFT Minutes of the Parish Council Meeting held on 6th February 2013

at 7.15pm in the Village Hall.

Present: Councillors A Ramwell (Chair), M Jones, P Chapman (Vice Chair), J Wilson, V Wieteska, E Lawson and M Dean.

In Attendance: Clerk, Sally Fuller

Also present: Borough Councillor T Ashton, Mr M Broomhead, Buxton Advertiser and 4 members of the public.

- 110. To Receive Apologies for Absence:** Councillors L Bevins, K Bevins and P Easter (business)., County Councillor B Atkins (attending another meeting) and Borough Councillor D Mellor (business)
- 111. Variation of Order of Business:** Agenda item 16 b to be moved into Part 1.
- 112. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.** Council **RESOLVED** to approve dispensations from Councillors K Bevins, A Ramwell, E Lawson, J Wilson, M Jones, M Dean, V Wieteska and P Chapman so they may discuss and vote on business pertaining to the precept and budget setting despite being residents of the parish.
- 113. Declaration of Members Interests:** None.
- 114. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded:** None.
- 115. Public Speaking.** Issues raised: Parking on pavements in Little Hayfield has been reported to the Parking Enforcement Officer, The Civic Trust is disappointed that jubilee roses are not going to be planted, the need for cooperative work between the Parish Council and DCC Countryside Rangers, the lack of public information on the Parish Council's plans for Dungeon Brow and a query as to whether certain Councillors should declare an interest in the proposals for Dungeon Brow.
- 116.** Council **RESOLVED** to confirm the Non-Confidential Minutes of the Extraordinary Parish Council Meeting held on 9th January 2013 as a true and accurate record.
Council **RESOLVED** to confirm the Non-Confidential Minutes of the Finance Committee Meeting held on 24th January 2013 as a true and accurate record .
Council **RESOLVED** to confirm the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 28th January 2013 as a true and accurate record .
- 117.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. Council **RESOLVED** to recommend approval.
 - b) **HPK/2012/0705:** Mr Barry Cholerton, 6, Fishers Bridge, Hayfield: Proposed small porch to front door, matching stone walls with sloping slate roof. Council **RESOLVED** to recommend approval on condition that the design be improved to reflect the fact that it is within the Conservation Area.
- 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**
- 118. Chairperson of Council's Announcements.** None.
- 119. Committee & Other Reports**
- a) **The Council Website (Councillors P Chapman and K Bevins)** Councillor Chapman pointed out that revised 'Declarations of Interest' need to be uploaded onto the website.
 - b) **The Council's Finances. Clerk Sally Fuller.**
The Clerk provided a summary of spending so far this financial year.
 - c) **Actions undertaken by the Clerk**
The Clerk reported on actions undertaken in the last month.
- 120. Clerks Report on Matters for Decision**

a) DPI Dispensations – a standing agenda item and a Council decision or delegated decision by the Clerk?

Council **RESOLVED** to delegate the approval of dispensations to the Clerk and add 'DPI Dispensations' to each agenda.

b) Approval of proposed budget for 2013 – 2014 and precept

(Standing Orders were suspended in light of Order 20.1)

Council **RESOLVED** to approve a precept which will keep individual Council Tax property charges the same as 2012-2013 and **RESOLVED** to approve the proposed budget.

(Standing Orders were reinstated)

c) Proposal for a Council 'Wish List'. (Councillor J Wilson)

Council **RESOLVED** to keep a wish list of proposals for future budgetary consideration

d) Internal Audit Review

Council **RESOLVED** that Councillors E Lawson and J Wilson will undertake the review and report back to Council in March.

e) Appointment of Internal Auditor 2013

Council **RESOLVED** to employ Mr B Woodcock as Internal Auditor.

f) New Fund to help Revive Villages / Plunkett Foundation (Cllr V Wieteska)

Council **RESOLVED** to advertise this potential funding on the Parish Council website and noticeboards and to write an article about funding opportunities in the next Newsletter.

g) Council support for Kinder Visitor Centre Group (Councillor P Chapman)

Council **RESOLVED** to approve a statement of support for the group:

'Hayfield Parish Council believe Hayfield village could benefit from having a visitor centre situated in the village, providing historical and cultural information and services relating to the local area. We support the Kinder Visitor Centre Group in their aims to achieve this objective.'

h) Dungeon Brow (Councillors K Bevins and J Wilson)

Council **RESOLVED** to find out what published notice is needed to satisfy the requirements of any potential planning application, section 24 'Ownership Certificates'. Council **RESOLVED** to clarify what type of coping stone should be used to replace the concrete on top of the flower bed borders with regard to the site being within the Conservation Area and get quotes for the work. Council also **RESOLVED** to check whether Council need planning permission to paint the Office (and ask the contractors to undertake the work) and to write a letter to the owner of the Pharmacy to let them know of the Council's intention to make environmental improvements to Dungeon Brow.

i) Proposed 'Dates of Meetings' and venues for 2013 /14

Council **RESOLVED** to approve the proposed dates and venues and **RESOLVED** to meet in August.

j) Bank Vale – letter from D Hall, Hayfield Community Sports Club (Cllr P Chapman)

Council **RESOLVED** to – with D Hall's permission, write to Bishop Humphrey, sending him a copy of the letter and requesting progress on this issue. Clerk to follow this up with a phone call to the Bishop. Council also **RESOLVED** that the Clerk and Councillor J Wilson should try and find out what assumptions were made when Bank Vale field was valued at £50,000.

k) Potential Funding for Bank Vale from Sport England (Councillor J Wilson)

Councillor J Wilson informed Council that funding could not be procured for purchase but monies were available for pitch improvement and changing facilities although the Council are not in a position to request funding before the current deadline for applications.

l) Clerk's attendance at DALC Spring Seminar and Council Finance Training

Council **RESOLVED** that the Clerk could attend.

m) Bowden Bridge Interpretation Board – proposed amendments to text.

Council **RESOLVED** to amend the text as proposed.

n) Letter to Charlie Thompson re: Filming of 'The Village'.

Council **RESOLVED** to send the letter as proposed.

o) Request for funding from New Mills Volunteer Centre

Council **RESOLVED** to donate £100 from section 137 funds.

p) Proposed Stone Planters in Little Hayfield

Council **RESOLVED** to check with statutory undertakers before any work begins.

q) Relocation of Little Hayfield noticeboard

Council **RESOLVED** to consider alternative sites.

r) Proposed structural survey of stone walls on Clough Lane

Council **RESOLVED** to contact G Hollett, DCC to request a structural survey of the stone walls around The Clough along Clough Lane.

s) Proposed working parties to clear felled wood etc in The Clough

Council **RESOLVED** to hold working parties on February 9th, 10th, 16th and 17th. Clerk to produce flyers asking for volunteers

t) Temporary banners, signs and flags (Cllr M Jones)

Council **RESOLVED** to contact the business concerned requesting removal of the banner and to pass on resident concerns about a flag to the flag owner.

u) Approve amended Standing Order 1.2

Council **RESOLVED** to amend Standing Order 1.2 to:

Meetings of the Council will not exceed 2hrs 45 minutes duration and must be concluded by

22.00pm at the latest. If any agenda items of the meeting are still to be discussed, the meeting will be reconvened on the next convenient date or items will be discussed at the next scheduled meeting depending on their urgency.

v) Pro Loco copyright – potential use of pictures for fundraising

Council **RESOLVED** to not pursue this issue further.

w) Memorial Square Queries (Councillor A Ramwell)

(Councillor J Wilson left the meeting for this agenda item.)

Council **RESOLVED** to write to NALC with the information Council have so far, requesting advice and asking whether Council have a duty to do any more to resolve this issue.

121. 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

122. Reports from Representatives on Outside Bodies:-

a) Non-Ecclesiastical Charities. Nothing to report.

b) Hayfield Educational Charity. Nothing to report.

c) Hayfield Allotment Society. Nothing to report.

d) Hayfield Community Sports Club. Nothing to report.

e) The Village Hall. Nothing to report.

f) Arden Quarry. The next Liaison Meeting is to held on 19th February at 6.00pm.

g) Dungeon Brow Committee. Nothing to report.

123. Items for Information: None

124. 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 Productions for newsletter delivery	Transitory	11.52
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.

125. 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

Council **RESOLVED** to contract 'Pryorsign' to produce the replacement board.

b) Employee sick pay

Council **RESOLVED** the level of sick pay for the second month of absence due to sickness.

The meeting finished at 21.21 pm.