

HAYFIELD PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 7th MAY 2014 IN THE VILLAGE HALL, HAYFIELD

Present:

Cllrs P Easter (In the Chair), L Bevins, K Bevins, D Clarke, M Jones, E Lawson, A Ramwell, V Wiesteska and J Wilson

In attendance:

Derbyshire County Councillor Beth Atkins, 6 members of the public and K Bradshaw, Parish Clerk

PART 1 NON CONFIDENTIAL INFORMATION

406 Election of Chairman

It was **RESOLVED** that Cllr Peter Easter be elected Chairman for the ensuing year 2014/15

407 Acceptance of Office

Cllr Easter signed the acceptance of Office as Chairman of Hayfield Parish Council in the presence of the Proper Officer of the Council.

408 Election of Vice Chairman

It was **RESOLVED** that Cllr Lisa Bevins be elected Vice Chairman for the ensuing year 2014/15

409 Acceptance of Office

Cllr L Bevins signed the acceptance of Office as Vice Chairman of Hayfield Parish Council in the presence of the Proper Officer of the Council.

410 Derek Clarke was welcomed as a member of Hayfield Parish Council having earlier signed the acceptance of Office in the presence of the Proper Officer of the Council. He thanked everyone and hopes that his contribution will be helpful to the village.

411 Apologies for Absence

Apologies were received from Cllr Dean who is away

412 Variation of Order of Business

There were no variations to the order of business.

413 Declarations of Members Interests

Cllrs K & L Bevins declared a personal and prejudicial interest in Agenda item 30 (c) Grant application from Hayfield Village Hall being Trustees of the Village Hall.

Cllr Wiesteska declared a personal and prejudicial interest in Planning Application HPK/2014/0072 being married to the applicant

414 Dispensations from members on matters in which they have a Disclosable Pecuniary Interest

There were no dispensations

415 Items in part 1 of the Agenda requiring exclusion of the public

There were no items requiring exclusion of the public.

416 Public Speaking

Cllr Atkins reported that a pothole repairing machine has been acquired which gives a temporary solution, tar spraying and grit, for pothole repairs. This machine is being used on Highgate Road heading to Kinder Road. Comments were made that grids need checking and cleaning as the sprayers are not covering grids before spraying causing them to become blocked. Cllr Atkins will ask how payments are being made to the sprayers.

Concerns regarding the reduction in the road closures for the May Queen procession at the request of the Police were raised.

Cllr Atkins will check with the Police regarding the Road Closure for the May Queen Festival and will see everyone at the Festival.

Concerns were raised regarding the state of the bus station, more visitors are coming to the village and for Coach parties this is the first thing they see. The roundabout needs tidying up and litter needs to be cleaned up. The roundabout could be a habitat and Cllr Atkins will check the status of this. It is very messy around the recycling bins.

Concerns were raised regarding a garden fence which is leaning into the alley way from Wood Lane.

Concerns were raised regarding tree and shrub growth on the banks of the River Sett near the waterfall and the Royal yard. There are no trout in the river as the sluice gates at the dam have not been opened for some time and it was asked if the river could be re-stocked.

Comments re Agenda item 29, Housing needs survey, were made pointing out the significance for the community and sites which have been ear marked.

417 Minutes of Meetings

It was RESOLVED that the minutes of the extraordinary meeting held on 27th March 2014 were true and fair record and were duly signed by the Chairman.

It was RESOLVED that the minutes of the meeting held on 2nd April 2014 were true and fair record and were duly signed by the Chairman.

It was RESOLVED that the minutes of the Finance Committee meeting held on 17th April 2014 were true and fair record and were duly signed by the Chairman.

418 Appointments to Committees

It was RESOLVED that the Committees consist of the following members:-

- a) Finance Committee – Cllrs K Bevins, M Jones, E Lawson and A Ramwell
- b) Recreation, Leisure and Tourism Committee – Cllrs D Clarke, M Jones, A Ramwell, V Wieteska, and J Wilson
- c) Dungeon Brow Working Group – Cllrs D Clarke, M Dean and M Jones
- d) Valley Road Park Working Group – Cllrs K Bevins, M Jones, V Wieteska and J Wilson
- e) Office Management Committee – Chairman, Vice Chairman and Chairman of the Finance Committee

419 Appointment of Representatives to outside bodies

- a) Little Hayfield Advisory Committee – Cllr M Dean
- b) Allotments Society - Cllr P Easter
- c) Hayfield Community Sports Club – Cllr P Easter
- d) Non Ecclesiastical Charities – None required under the constitution of the Charity
- e) Hayfield Educational Charity – Cllrs D Clarke, M Jones and E Lawson
- f) The Village Hall – Cllr L Bevins
- g) Arden Quarry Liaison Group – Cllr M Jones
- h) Hayfield Quarry Liaison Group – Cllr J Wilson

420 Calendar of Meetings 2014/15

It was RESOLVED to approve the draft calendar of meeting for 2014/2015 circulated to Members of Council and that this be displayed on the noticeboards and website

It was RESOLVED that the Annual Parish Meeting will be held on Wednesday 15th April 2015 at 7.30pm in the Village Hall

It was RESOLVED that the Annual Meeting of Hayfield Parish Council will be held on Wednesday 13th May 2015 at 7.30pm in the Village Hall.

This may change if the date Local Council Elections is changed.

421 PLANNING

It was RESOLVED that the Council has no objection to the following Planning Applications-
NP/HPK/0214/0211

Chinley Moor House, Chapel Road, Hayfield

Change of use of first floor to existing ancillary accommodation and garage building to create accommodation to be occupied as either an annex or holiday let ancillary to Chinley Moor House
HPK/2014/0059 – but could flue be black rather than stainless steel

Ms C Hughes, 13 – 15 Weavers Houses, The Penthouse, Kinder Road

Listed Building consent for 1 x gas boiler flue & 2 x roof extractor tile vents in the rear roof elevation. 1 x extra velux window in rear roof elevation

Cllr V Wietseka left the room

HPK/2014/0072

Mr N Wiesteska, 21 Kinder Road, Hayfield

Listed building consent for installation of 460mm x 460mm velux sun tunnel on rear roof of existing house

Cllr V Wiesteska rejoined the meeting

HPK/2014/0083

Mr E Munro Blue Grass Purple Cow, St Johns Methodist Church, New Mills Road, Hayfield

Proposed separation of the old church hall from the church site with a stone wall and develop the nursery facility including external works

HPK/2014/0115

Mr & Mrs A & M Williams, The Builders Storage Yard, Moorland Road, Birch Vale

Proposed detached house

HPK/2014/0126

Mrs A Fraser, 135 Bank End Farm, Kinder Road, Hayfield

Listed building consent for gazed hardwood sliding folding doors and two additional windows to the east gable wall, together with some minor internal changes to provide a kitchen/dining area and lobby. In addition, permission is sought for two conservation roof lights in the rear roof slope.

NP/HPK/0414/0442

Swallow Bank Farm, Bank Vale Road, Hayfield

Erection of conservatory to gable end and extension to dwelling at Swallow Bank Farm

422 Chairman's Announcements

The Chairman thanked all for attending the Annual Parish Meeting and Councillors for their hard work over the past year. The Church clock can no longer be seen past Hayfield Quarry and these need to be identified.

All were invited to take part in the May Queen procession – meeting at 1.15pm at the bus station for a 1.30pm set off. He will clarify the situation regarding policing with the May Queen Committee

423 Committee and Other Reports

a) Little Hayfield Advisory Group – nothing to report

b) Recreation and Leisure Committee – The Project Enquiry form has been submitted to the Heritage Lottery Fund

c) Orchard Project – nothing to report

e) Dungeon Brow Working Group – Quotations for the works are coming in

424 Clerk's Report

Interpretation Board - The new board has been installed at Bowden Bridge.

It was RESOLVED that the posts should be cut to be level with the top of the board

Tourist Leaflet - 2,000 copies have been printed and it has been very well received . Copies have been placed in shops, pubs, cafe and the hotel in the village as well as the four Peak Park Tourist Information Centres and Buxton Tourist information centre.

425 DALC Circulars

It was RESOLVED to note the following DALC Circulars have been received:

Circular 08/2014 - DALC E-mail contact; DALC Membership Services; Employment Allowances; Locum Clerk; DALC Constitution; BBC1 – HOME SWAP; Clerk/RFO Vacancies

Circular 09/2014 - DALC Annual Executive Meeting & AGM; SLCC/DALC joint event “Clerks and RFOs Networking Lunch”; Local Government Pensions – LGPS; Clerk Induction Training; Playground Inspection Training – led by RoSPA Playsafety; Neighbourhood Planning; Parishes in bid to light up new community powers; Making Localism work; Statutory Sick Pay refund

abolished from 6 April 2014; Vacancies

426 Reports from Representatives on Outside Bodies

- a) Little Hayfield Advisory Committee – nothing to report
- b) Allotments Society – nothing to report
- c) Hayfield Community Sports Club – An update on the current situation regarding the football field was given at the Annual Parish Meeting
- d) Hayfield Educational Charity – there will be a meeting next month
- e) The Village Hall – nothing to report
- f) Arden Quarry Liaison Group – nothing to report
- g) Hayfield Quarry Liaison Group – nothing to report

427 Items for Information

It was RESOLVED to note these items and that they will be kept on file in the office.

- 1) Local Government Boundary Commission – Draft Recommendations – Comment required by 24th June. This will put on the next agenda.
- 2) 1st Hayfield Scout Group requesting use of hard standing on the Old School Field - 22nd June T 11.00am for Kinder Trog Fell Race - approved
- 3) Andrew Bingham MP – personal invitation to Palace of Westminster

428 WW1 Commemorations

It was reported that at the meeting held on 22nd April 2014 it was agreed that a Parade will take place at 7pm on Monday 4th August followed by Church Service at 7.30pm and that an exhibition will be held in the Village Hall to run from Sunday 3rd August to Saturday 9th August.

The Royal British Legion has organised Poppy seeds for planting asap. The Vicar has 200 packets of seeds for distribution and a further 200 will be given to the school.

High Peak Borough Council has stated that it does not own the War Memorial and its ownership needs clarifying as soon as possible as it is not currently insured. The Clerk will speak to the War Memorials Trust regarding the cleaning of the memorial.

429 Insurances Renewal

It was RESOLVED that the Council's Insurance be renewed in accordance with the Schedule and quotation for renewal of £1,096.64

430 Appointment of Internal Auditor

It was RESOLVED that the Liz Boswell, Clerk to Dronfield Town Council be confirmed as internal Auditor for the Accounts of the Council.

431 Accounts for the Financial Year Ended 31st March 2014

It was RESOLVED to approve the Annual Return Accounting Statement, The Income and Expenditure Statement and Balance Sheet for the financial year ended 31st March 2014. These were duly signed by the Chairman and the Clerk/RFO.

432 Internal Auditor's Report for the Financial Year Ended 31st March 2014

It was RESOLVED to note and approve the Internal Auditor's Report for the Financial Year ended 31st March 2014.

433 Annual Governance Statement

It was RESOLVED to approve the Annual Governance Statement for the Financial Year Ended 31st March 2014. The statement was duly signed by the Chairman and the Clerk.

434 Housing Needs Survey

The survey identified that 31 affordable homes were required by 2031. Currently 6 will be provided at Mainwaring Gardens with up to a further 30 at Birch Vale. Clarification is still awaited why the availability of Birch Vale has no impact on the survey.

High Peak Borough Council has informed Hayfield Parish Council that the sites in the High Peak area would be brought forward under the rural exceptions policy which would mean the properties

would be subject to a local connection policy where residents from the Hayfield parish would be given priority. The site in the Peak Park can only be brought forward as a rural exception site and priority would be given to residents with a local connection to the parish (10 years). Affordable housing developed through s106 agreements are subject to local connection policy where by priority is given to residents from the central area.

The Clerk will check with High Peak Borough Council if there is a public consultation on the survey.

A public meeting will be called as and when more information is to hand.

435 Finance

a) It was **RESOLVED** to approve the payments detailed below as recommended by the Finance Committee on 17th April 2014

Cheque No	Payee	Description	Amount
3291	Cancelled	Cancelled	£0.00
3292	Derbyshire County Council	Grounds Maintenance	£1,499.40
3293	Peak Park Parishes Forum	Subscription	£16.00
3294	Rural Action Derbyshire	Play Area Training	£40.00
3295	L Bancroft	Return of Allotment Deposit	£6.00
3296	K Gillott	Return of Allotment Deposit	£6.00
BACS001	D.A.L.C.	Subscription 2014/15	£604.67
BACS002	High Peak Borough Council	Trade Waste	£349.19
BACS003	M Markovitz	Bowsaw Blade	£6.60
BACS004	Senior Building Supplies	Top Soil Bulk bag	£70.08
BACS005	Severn Trent Water	Water Charges first half	£66.92
BACS006	Hayfield Village Hall	Room Hire	£15.00
BACS007	M Bagshaw	Walling Repairs Little Hayfield	£1,950.00
BACS008	D.A.L.C.	Spring Conference Delegate	£35.00
BACS009	Chris Wild	Contract Maintenance	£250.00
BACS010	Carham Garden Maintenance	Contact Maintenance	£355.17
Items after Finance Committee Meeting			
BACS011/0 12	Employees	April Salaries	£1,191.07
BACS013	HMRC	PAYE/NIC April	£341.65
BACS014	AK Products, Peartrees Print	Leaflets	£400.00
BACS015	Elizabeth Boswell	Internal Auditor	£109.89
BACS016	Pryorsign	Bowen Interpretation Board	£990.00
BACS017	Senior Building Supplies	25kg Stone	£7.68
BACS018	Viking	Brother Printer and cartridges	£219.50

b) It was **RESOLVED** to note that the first half of the Precept and Council Tax Support Grant, The Parks Grant and the first payment from Company Productions have been received and are included in the figures below:-

Current Account £21,171.35 Deposit Account £ 120,833.80

Total Bank Balances £ 142,005.15

c) Cllrs K & L Bevins left the room

It was RESOLVED that the following grants be paid:-

- 1) Hayfield Village Hall – £600.00 towards the cost of the new kitchen
- 2) St Matthews Church – £ 1,000.00 for repairs to the clock
- 3) Hayfield Civic Trust – £250.00 Pro Loco 2014 Prize and £75.00 for the framing of last year's winning picture
- 4) St John's Church - £250.00 for the Flower Festival.

Cllrs K & L Bevins rejoined the meeting

d) Financial Regulations

It was RESOLVED that the paragraphs in the new model Financial Regulations relating electronic payment of accounts be adopted and incorporated into Hayfield Parish Council Financial Regulations

436 Exclusion of the press and the public

It was RESOLVED 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

437 New swing – Lea Road Play Area

It was RESOLVED that the donation from Company Pictures be added to the budget for a new swing and be used to refurbish the whole Play Area at Lea Road as per Option 2 proposed by Streetscape Ltd at a total cost of £12,367 plus VAT. Company Pictures are to be advised of this and asked if they would like to attend the re-opening of the Play area when the work is completed.

438 Bunting

It was RESOLVED that 500m of red, white and blue bunting be purchased from Kreative Bunting at a cost of £191.00 plus VAT

The Meeting Closed at 8.40pm

.....Chairman

.....Date