

Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
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27th August 2014

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 3rd September 2014 in The Village Hall, Hayfield.

K. Bradshaw

Keith Bradshaw
Clerk to Hayfield Parish Council

Meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are requested not to film the public seating area and to respect the wishes of members of the public who have come to speak at a meeting but do not wish to be filmed; and are reminded that it is not permitted for oral commentary to be provided during a meeting. The Chairman of the meeting may ask people to stop recording and leave the meeting if they act in a disruptive manner.

AGENDA

- 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 (i.e. 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 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 Standing Orders**
The Standing orders of Hayfield Parish Council currently have no provision for public speaking consequently Council to consider adopting the following standing orders recommended in the current NALC Model Standing Orders to be included in section 3 Meetings Generally.

3.4.1 Members of the public may make representations, answer questions and

give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

3.4.2 The period of time designated for public participation at a meeting in accordance with standing order 3.4.1 above shall not exceed 10 minutes unless directed by the chairman of the meeting.

3.4.3 Subject to standing order above 3.4.2, a member of the public shall not speak for more than 3 minutes.

3.4.4 In accordance with standing order above 3.4.1, a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

7 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.

- 8 To Confirm the Minutes** of the Meeting of the Parish Council held on 6th August 2014
To Confirm the Minutes of the Finance Committee Meeting held on 21st August 2014.

9 PLANNING

Council to consider the following planning applications:-

HPK/2014/0364

Mr Roy Cook, 17 Peppermill Cottage, Church Street,
Proposed extension of existing dropped kerb access

HPK/2014/0367

Mrs Jackie King, Land at Lower Phoside, Chapel Road
Proposed Field Shelter and Feed/Equipment Store

HPK/2014/0376

Mr Paul Coverley, 1A The Skillet, Steeple End Fold,,
Proposed change of use to extend the current licensed restaurant and cafe use at ground floor level to first floor level.

HPK/2014/0392

Mr Paul Coverley, 1A The Skillet, Steeple End Fold,
Signage

HPK/2014/0343

Mr & Mrs Martin & Elaine Parsons, 7 Meadows Road
Proposed existing fat roof to be used as a balcony. 1.8m fencing to each side, railings to front.

HPK/2014/0413

Enterprise Inns, Pack Horse Hotel, Market Street
Proposed reinstatement of an existing window opening on the front elevation. A new single timber framed window unit to match the existing windows adjacent to the opening.

- 10 Chairman of Council's Announcements.**

11 Committee & Other Reports

- a) Little Hayfield Liaison Advisory Committee
- b) Recreation and Leisure Committee
- c) Allotments Society
- d) Dungeon Brow Working Group

12 Clerks Report

13 DALC Circulars

To note the following circulars received from DALC which have been circulated to all members:-

Circular 19: New DALC Website; Recording of Parish and Town Council Meetings – New Law Now Live; Community Transport; Code of Conduct Training; Appointment of Clerk/Responsible Financial Officer – Tideswell Parish Council; Leicestershire & Rutland ALC Training Opportunities.

To note the following Meetings to be held at Willersley Caste Hotel Cromford
Annual Meeting of the Executive Committee 9th September 2014 at 2pm
68th Annual General Meeting 9th September 2014 at 3pm

14 Reports from Representatives on Outside Bodies:-

- a) Hayfield Educational Charity
- b) Hayfield Community Sports Club
- c) The Village Hall
- d) Arden Quarry
- e) Hayfield Quarry Liaison Group

15 Correspondence

Invitation from CPRE to subscribe – cost £50,00 p.a.

16 Recording of Meetings

Council to consider recording of meetings by an independent person to ensure that recordings are accurate

17 Protocol for filming and recording of meetings

Council to consider adopting the protocol provided by DALC

18 Noticeboards

- a) Council to consider the future of the noticeboard at Dungeon Brow
- b) Council to consider moving the noticeboard at Little Hayfield
- c) Council to consider the status of the old Lectern notice board from Bowden Bridge

19 Hayfield Educational Charity

Council to consider Hayfield Educational Charity request to use the office on 25th September

20 Newsletter

Council to consider publishing a new newsletter

21 Finance

Council to consider the recommendations of the Finance Committee

- a) To note the Bank Balances at 31st August

Current Account £8,589.85: Deposit Account £120,871.77: Total £129,461.62

b) Dungeon Brow

That natural stone flags be used in the refurbishment at an estimated cost of £ 2,575.00 rather than concrete flags which would be cheaper.

That a new Council sign be purchased at a cost of £170.00 fitted.

c) Kinder Water Treatment Works

That assistance should be offered to any group interested in the Water Treatment Works should the need arise

d) Wreath for remembrance Sunday

That a wreath be purchased from the Royal British Legion at a cost of £54.00

e)Accounts for payment

To approve the Following Accounts for payment:-

BACS payments

Reference	Payee	Details	Amount
BACS057	AK Products/Peartree Print	Reprint leaflet	£200.00

BACS058	Carham Garden Maintenance	Contract Maintenance	£774.60
BACS059	Derbyshire County Council	Hire of Display Cases	£150.58
BACS060	Grant Thornton	External Audit	£360.00
BACS061	John Pope	WW1 Commemorations	£521.73
BACS062	Shopfittings Manchester	Black Bin Bags	£19.20
BACS063	TDH Group Ltd	1,500m Bunting	£455.94
BACS064	Hayfield Village Hall	Room Hire	£30.00
BACS065	Chris Wild	Contract Maintenance	£680.00
		Total BACS	£3,192.05

Cheque Payments

Cheque No	Payee	Details	Amount
103305	L Bevins	WW1 Commemoration	£95.86
103306	P Easter	Chairman's Allowance	£250.00
103307	Hayfield Cricket Club	Room Hire	£20.00
103308	D Ash	WW1 Commemoration	£636.32
		Total Cheques	£1,002.18
		Total Payments	£4,194.23

22 To approve the following payments for accounts received after the Finance Committee Meeting

Reference	Payee	Details	Amount
BACS066	Pryor Sign	Repair of Interpretation Board	£300.00
BACS067	Streetscape	Play Equipment Lea Road	£13,412.40
	Streetscape	Play Bark for New Play Area	£1,944.00
BACS068/69	Employees	Salaries – August	tba
BACS070	HMRC	PAYE/NIC - August	tba
Cheque 3310	Suzanne Allen	Expenses WW1	£11.84
		Total	£

23 Funds Transfer

To approve the transfer of £12,000.00 from the Council's deposit account to the Current Account.

24 Exclusion of the Press and the Public

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.”

25 Part-time litter picker – Parks

Council to consider employing a part-time litter picker for the Parks areas.