

The logo for Hayfield Parish Council features a stylized green castle icon to the left of the word "Hayfield" in a large, bold, green sans-serif font. Below "Hayfield" is the word "Parish Council" in a smaller, green sans-serif font.

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23rd January 2017

To: The Members of Hayfield Parish Council

Dear Councillor

You are summoned to attend the meeting of Hayfield Parish Council to be held at on

Wednesday 1st February 2017 at 7.15pm in The Village Hall, Hayfield

Julie Gough

Clerk/RFO 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. 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.

- 3. To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.**

- 4. 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."
- 5. Standing item – (10 minutes max)**

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
- 6. Public Speaking – (10 minutes max)**
 - 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. 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. Confirm the Minutes of the Meeting of the Parish Council held on 4 January, and the Finance Committee held on 25 January 2017**
- 8. Planning**

To consider the Council's response to the following planning consultations:

 - HPK/2016//680 Proposed building of the house on Mill Lane
- 9. Chair of Council's announcements**
- 10. Clerk's report**
- 11. Correspondence - for action**
 - Capt A Knowles plaque at cenotaph
 - Letter of complaint re: OSF
- 12. Phone box defibrillator** – item at start of meeting to accommodate guest, Phil Cooke
- 13. Little Hayfield play area equipment** – item at start of meeting to accommodate guest, Ella Davies
- 14. Content of newsletter**
- 15. Changes to Standing Orders** – Cllr Toft report
- 16. Hayfield Celebrations**

Snake Path event 27-28 May and affiliation of PNFS
- 17. Plans for the Annual Meeting and the Parish Meeting**

18. Committee and other reports

- a. Little Hayfield Liaison Advisory Committee
- b. Allotments Society
- c. Traffic Management Sub Committee
- d. Pump Park Sub Committee
- e. Events Sub Committee
 - i. RBL WW1 event

19. 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
- f. Community Orchard Project

20. Finance Committee report

Council to consider and approve January expenditure

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| • BT – phone line and broadband supply | £207.63 |
| • Cllr Dean – Christmas lights expenses | £100.00 |
| • John Pope – dismantling of arch | £40.00 |
| • E-on – electricity supply | £20.61 |
| • Redmoor Senior Building Supplies – grit | £204.00 |
| • Clerk – salary | £427.20 |
| • HMRC – tax and NICs | £106.80 |
| • Wild About Gardens | £30.00 |
| • Trevor Middleton – wages | £259.20 |
| • Village Hall | £66.00 |
| • Carham Garden Maintenance | £459.16 |

Total expenditure £1,920.00 (inclusive of VAT)

Direct Debits

None

Income during December

Bank interest £5.41

Finance Committee decisions

Council to consider and approve December recommendations

21. Finance Information

Council to consider and approve information from the RFO.

Date of next meeting: Wednesday 1st March 2017