



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Wednesday 5th July 2017 IN THE VILLAGE HALL, HAYFIELD**

Present

CLLrs: David Toft (in the Chair), Lisa Bevins, Jackie Wilson, Eva Lawson, David Gates, Derek Clarke, Mike Dean, Jonathan Vowels, Martin Jones.

In attendance

Clerk/RFO: Keith Bevins and Julie Gough; CLLrs Ashton and Atkins; and two members of the public.

74. Apologies for absence

Cllr Peter Easter.

75. Declaration of members' interests

Cllr Jones is an allotment holder.

Cllr Lawson is a member of the PCC.

Cllr Wilson has made a donation towards the cost of the Pump Park.

76. Dispensation from members on matters in which they have a Disclosable Pecuniary Interest

None

77. Any items on the agenda to be taken with the public excluded

Discussions on the contract for the construction of the Pump Park. Discussions on the Pump Park project not relating to the contract remain in public, and brought forward to the start of the meeting.

78. Standing item – Police and Councillors.

County Cllr Ashton reported that the fire safety of the HPBC housing stock had been assessed and found to exceed the requirements. He also reported that the new HPBC website is up and running, and that recycling of household rubbish had been improved to allow bottles to go in the brown bin.

District Cllr Atkins reported that she has been made a member of the Fire Authority.

79. Standing item – Public speaking.

Concern was expressed that the Bank Vale project needs to be progressed urgently. A member of the public asked that the interactive speed sign at Little Hayfield is not working and should be reported.

A member of the public urged Council to oppose the installation of a mobile phone Mast on the car park as strongly as possible.

80. Confirmations of meeting minutes.

The Parish Council minutes from 7th June and 26th June 2017 were approved.
The Finance Committee minutes from 24th May and 21st June 2017 were approved.

81. Planning.

- **HPK/2017/0336** – Royal Hotel, listed building consent for conversion of garages to holiday accommodation. No objection. Council warmly welcomed the project.

82. Chair of Council's announcements.

- The Chair welcomed the good internal audit result, and stressed the need to continue work of the Council's finances with proper submission of invoices and receipts.
- The Chair thanked Cllr Bevins for chairing the June meeting.
- The Chair reported on his attendance at the plaque ceremony at Primrose Court. It was well attended and a positive event for the village.

83. Clerk's report.

- Anthony Bardsley, the new maintenance assistant is now in position and making a good contribution to the work of the Council.
- The gate and surrounding fence at the Old School Field has been replaced.
- Council has moved to Direct Debit with EDF for our electricity supply which should result in a good saving.
- The recent internal audit was successful with concerns about oversight of the bank accounts and risk assessments. These will be quickly addressed.
- DCC will restart the mowing of Little Hayfield within the next few days.
- It is the end of the VAT quarter and we will be reclaiming £2019.
- It is the 3rd Annual Wahay Music Festival this Saturday.

84. Pump Park

Victoria Hayles reported to Council on the quotes that have been received.
The quotes were considered later with the public excluded.

85. Visitor Centre.

Council RESOLVED to ask the Clerk to write to Alison Thomas of DCC to ask about future of the visitor centre, its current situation, the public toilets, and what steps are being taken to ensure the building does not fall into disrepair.

It was RESOLVED to call an extraordinary meeting on Wednesday 12 July to discuss the proposed telecoms mast on Station Road.

86. Financial regulations.

It was RESOLVED to accept the new version of the Financial Regulations prepared by the Clerk to address the issue of oversight of the bank account. This issue was raised in the recent audit.

87. Dungeon Brow.

The Clerk reported that a meeting will take place with the owner of Hayfield Pharmacy at 2pm on Thursday 6th July on-site at the pharmacy. It was RESOLVED that Cllrs Dean, Toft, and Bevins will attend.

88. Bank Vale Project.

Nothing to report. Awaiting Draft Lease.

89. Correspondence requiring action.

It was RESOLVED that the Clerk/RFO write to the Seafarers requesting a flag for Merchant Navy Day.

90. Wright Turner Party.

Cllr Lawson gave a presentation on the Wright Turner Party which was warmly received. It was RESOLVED to continue to support the Party but ask for the receipts to back up the expenditure.

91. Committee and other reports.

a. Little Hayfield Advisory Committee

Three providers have been asked to tender for new playground equipment. LHAC next meet on Tuesday 11th July in the Lantern Pike.

b. Hayfield Allotments Society.

The site is now 100% tenanted.
Good work has been done on the water supplies to the plots.

c. Traffic management sub-committee.

No response has been received to the recent letter to DCC.

d. Events sub-committee.

Nothing to report.

e. RBL WW1 event.

Cllrs need to reply to RBL if they wish to attend Passchendaele 100 service, by 23rd July

92. Reports from representatives on outside bodies

f. Hayfield Educational Charity.

Nothing to report.

g. Hayfield Community Sports Club.

Nothing to report.

h. The Village Hall.

Nothing to report.

i. Arden Quarry.

There have been a lot of complaints recently about the smell. These should be reported to the Environment Agency. Clerk/RFO to write to quarry with concern about ongoing smells and request for information from their monitoring data.

j. Hayfield Quarry Liaison

Reports will soon be on the council website.

k. Community Orchard Project.

Currently evaluating collars to protect the trees.
A request for finance may be submitted to the next finance meeting.

93. DALC Spring Conference.

Cllr Gates reported on the DALC Spring Conference with suggestions for policies and procedures that Council should adopt. It was RESOLVED to ask Cllr Gates to review current HPC Policies and Procedures (in place since 2013) in the light of new developments and suggest improvements, and report recommendations at council meeting 6th September.

94. Finance Committee.

It was RESOLVED to accept the June expenditure as shown below.

Supplier	Goods supplied	Amount	VAT	Total	Chq / BACS
HAGS-SMP	Zip wire	7861.35	1572.27	9433.62	BACS196
A. Bardsley	caretaker	237.72		237.72	BACS197
Wild about Gardens	Contract gardening	1010.00		1010.00	BACS198
Keith Bevins	Ladders	92.19	18.44	110.63	BACS199
Markovitz	Play bark	715.00	143.00	858.00	BACS200
Markovitz	various	44.51	8.90	53.41	BACS201
David Ross Ltd	Summer bedding	856.55	171.31	1027.86	BACS202
Matt Waterhouse	New OSF gates	600.00		600.00	BACS203
Anthony Bardsley	Caretaker	169.80		169.80	BACS204
Julie Gough	Salary	427.20		427.20	BACS205
Keith Bevins	Salary	320.50		320.50	BACS206
HMRC	Tax & Nics	106.80		106.80	BACS207
Eva Lawson	Wright Turner exps	250.00		250.00	Cheque
Total		12691.62	1913.92	14605.54	

95. Finance Information.

It was RESOLVED to accept the information from the Finance Committee shown below.

- Dungeon Brow – It was agreed the Clerk/RFO should request a site visit from the owner of Hayfield Pharmacy to discuss requirements for a ramp.
- Hayfield Allotments Society – It was AGREED that previous requests from LHAS for £50 for a banner and £120 for gravel should be paid
- Bank balance as at 30th June 2017 - £159,201.27

- Income during June
 - Bank Interest £7.12
 - Pump Park Grant £9730.00

96. Pump Park Contract.

The Pump Park contract was discussed with the public excluded and it was RESOLVED to accept the quote from Bike Track.

Next regular Parish Council meeting: Wednesday 2nd August 2017