

Hayfield Parish Council



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11th May 2011

To: The Members of Hayfield Parish Council

Dear Councillor

You are summoned to attend the Annual Parish Council Meeting of Hayfield Parish Council to be held at **7.15pm on Wednesday 18th May** at St John's Methodist Church, Hayfield

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available at the meeting.

The chairman will invite two councillors to meet at 6.30pm prior to the meeting to discuss the planning applications received. Members of the public are welcome to look at the planning applications.

Mike Crompton

Mike Crompton
Clerk to the Council

AGENDA

PART I – NON CONFIDENTIAL INFORMATION

- 1 Election of Chairperson and Acceptance of Post.**
- 2 Previous Chairperson's Report.**
- 3 To Receive Apologies for Absence.**
- 4 Variation of Order of Business.**
- 5 Declaration of Members Interests.**

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (ie 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 will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

6 To determine which items if any from Part 1 of 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 the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

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 a prejudicial 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 Non-Confidential Minutes** of the meeting held on 4th May 2011. (Document enclosed) and approve the following amendments to previous minutes as listed:
- 1) Minutes of Parish Council Meeting held on 2nd June 2010:** agenda item 570: Payments Received: to be added - for £18, payee Mr P Richardson for orchard trees.
 - 2) Minutes of Parish Council Meeting held on 3rd November 2010:** agenda item 634: should read - cheque number 1025500 payable to Redmoors Ltd and cheque number 102512 should read payable to Marchington Stone.
 - 3) Minutes of the Parish Council Meeting held on 9th December 2010:** agenda item 649 Payments Received: to be added - Cheque number 001383 for £12 from Mr and Mrs Birch for Allotment Rent.
 - 4) Minutes of Parish Council Meeting held on 12th January 2011:** agenda item 665: 14 Cheques from Allotment Holders should total £162 and not £174.
- 9 Election of Vice Chairperson and Acceptance of Office.**
- 10 Election of 4 members to the Finance Committee, 1 elected as Chairperson.**
- 11 Election of 4 members to the Recreation, Leisure and Tourism Committee, 1 elected as Chairperson.**
- 12 Election of 2 members to the Little Hayfield Advisory Committee.**
- 13 Election of 4 members to the Built Environment Advisory Committee.**
- 14 Election of 2 members to the Youth Advisory Committee.**
- 15 Election to Outside Bodies:**
- a) Village Hall Committee
 - b) Hayfield Community Sports Club. 2 members.
 - c) Allotment Liaison Committee. 2 members.
 - d) Orchard Project. 1 lead member.
 - e) Heritage Project. 1 lead member.
 - f) Appointment of Wright Turner Party Organiser.
 - g) To put forward a member for election as Parish Representative for PDNPA
- 16 i) Planning Applications received to 11th May 2011:**
- a) Mr Andy Jones, Hazelhurst Farm, Valley Road, Hayfield. Creation of paved walkway and gradate garden with terraced dry stone walls. **HPK/2011/0210 and HPK/2011/0227**
 - ii) Planning Application Decisions:**
 - a) Mr John McCarthy, Church View, Mill Street, Hayfield. Construction of a new two storey cottage. **HPK/2011/0168. PENDING**
- 17 Chairman of Council's Announcements**
- 18 Committee & Other Reports**
- 19 Parish Clerk's Report:**
- a) Training
 - b) Dates of Public Meetings 2011 - 2012
- 20 Matters for Decision:**
- a1) Standing Order 11.1: Revocation of a Previous Resolution. Motion by Councillor K Bevins to seek a special resolution to reverse a resolution taken by Council in the past six months.
 - B2) Standing Order 11.1: Revocation of a Previous Resolution. Motion by Councillor K Bevins: Under Financial Matters 30.1 works with an estimated value in excess of (£60,000). That this amount be changed to £50,000.
- 21 Letters Received:**
- a) Mrs P McGrath: Blocked drains on Swallow House Lane.
 - b) Eon: Climate Change Levy
 - c) Clerks and Councils Direct May 2011 Issue 75
 - d) Local Councils Update May 2011 Issue 139
 - e) Andrew Bingham: Surgery Dates
 - f) HMRC: General Information
 - g) Amberol: Planters and Bins Catalogue

- h) Nottssport: Sport pitches catalogue
- i) Aon Limited: Insurance renewal reminder
- j) HPBC: Liberation Day Free Event for Over 50's.

Emails Received:

- 1) Permitted Development (Town and Country Planning Order 1995).
- 2) Hayfield Primary School Newsletter Issue 28.
- 3) Health and Safety Executive: Complaints about Workplace Health and Safety.
- 4) Health and Safety Executive: Welfare at Work.
- 5) NALC: Revised Model Standing Orders for Local Councils May 2011.
- 6) Nomination Form for Blue Plaque for Parish Council Offices.

22 DALC Circulars

- Circular 25/11: Landfill Communities Fund Grants and End of Aggregates Levy Fund
- Circular 26/11: Digital Switchover.
- Circular 27/11: Training.
- Circular 28/11: Revised First Edition of Standing orders for Local Councils

23 Reports from Representatives on Outside Bodies:-

- a) Non-Ecclesiastical Charities
- b) Others

24 Items for Information

All information on file in the Council Office

25 Additional Items brought forward by permission of the Chairman

26 Finance Payments for approval at the Council Meeting 18th May 2011.

a) Invoices for Payment

Cheque No.	Payable To	Items	Amount
102637	Mrs M Taylor	Allotment Deposit Repayment	12.00
102638	Stafford Concrete	Concrete Flags	34.86
BAC	Eon	Street Lighting	16.30
102639	Kinder Construction	Works to Hayfield Memorial	5616.00
102640	M Markovitz	Sand, decking and nails	285.38
102641	Viking Direct	Paper	29.06
102642	CommuniCorp	Clerks and Councils Direct subscription	11.00
102643	LDW Tool and Equipment Hire LTD	Gardening supplies	183.68
102644	Mrs D Parker	Cleaning 10.05.11	6.00
Total:			6194.28

b) Payments Received:

Cheque no.	Payee	Items	Amount
	Santander	Interest	1.29
102703	Mr R O Davies	Allotment 3a Half Year Rent and Deposit	9.00
102701	Mr R O Davies	Allotment 3a Half Year Rent and Deposit	9.00
TOTAL			19.29

27 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 an employee 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.”