

Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
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29th June 2011

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 6th July** in St John's Church Hall, Chapel Street, 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.

Sally Fuller

Sally Fuller
Assistant Clerk to the Council

AGENDA

PART I – NON CONFIDENTIAL INFORMATION

1 To Receive Apologies for Absence.

2 Variation of Order of Business

3 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.

4 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."

Please Note:-

(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.

5 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).

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.

6 To Confirm the Non-Confidential Minutes of the meeting held on 1st June 2011. (Document enclosed).

7 i) Planning Applications Received to 29th June 2011

a) NP/HPK/0511/0400: Mr R Gee, Apartment 1, The Grain Store, The Old Coop Building, Church Street, Hayfield: Change of use to convert vacant industrial units to form 9 open market dwellings, Bank Vale Paper Mill, Swallow House Lane, Hayfield.

b) HPK/2011/0293: Mr and Mrs Hallam, Westwood, New Mills Road, Birch Vale: Single Storey extension, demolition of garage at Westwood and build new external wall to remaining garage at West Close Cottage.

ii) Planning Application Decisions.

NP/HPK/0511/0481: Mr R Hill and Mrs L Keller: Single Storey extension at Stet Barn Farm, Lane Head Road, Little Hayfield. **REGISTERED** (Target date for decision 06.07.11)

NP/HPK/0311/0279: Mr J Higton, 8, Swallow House Crescent, Hayfield. SK22 2HD: Retain consent for extension to dwelling. **GRANTED**

8 Chairperson of Council's Announcements

- a) Councillor and Employee Training.
- b) Proposed Heritage Centre
- c) Pro Loco Prize Winning Picture
- d) Proposed Meeting with Police and Traffic Wardens
- e) BMX Proposal

9 Committee & Other Reports

- a) Hayfield Conservation Area Character Appraisal.
- b) The use of Standing Orders (Councillor A Ramwell)

10 Parish Clerk's Report

- a) Gardener's Training Day / Safety equipment / Equipment / CRB Checks.
- b) Accounts
- c) Clerk's Duties.

11 Matters for Decision

- a) Election of 4 members to the Finance Committee, 1 elected as Chairperson.
- b) Election of 4 members to the Recreation, Leisure and Tourism Committee, 1 elected as Chairperson.
- c) Election of 2 members to the Little Hayfield Advisory Committee.
- d) Election of 2 members to the Built Environment Advisory Committee.
- e) Election of 2 members to the Youth Advisory Committee. (Will need CRB check)
- f) Election to Outside Bodies:
 - 1) Hayfield Community Sports Club. 2 members.
 - 2) Allotment Liaison Committee. 2 members. (Councillor P Easter and 1 other)
 - 3) Orchard Project. 1 lead member.
 - 4) Heritage Project. 1 lead member.
- g) KTHP Steering Group.
- h) Other matters for decision regarding KHTP (Councillor M Crompton):

1) That since the Parish Council has received the first grant payment for the Heritage Project; it now proceeds without delay in converting the ground floor of the Parish Council Office into a suitable office from which Jo Kent, the project officer employed for the project, can work.

2) That the Parish Council now takes all steps to achieve planning permission for the proposed toilets and landscaping of the Parish Council area, since grants have been awarded for this scheme, and proceeds when able to do so with the construction of the same.

- i) Approval of Annual Returns for Audit Commission.
- j) Bank Vale Playing Field (Councillor V Wieteska)

- k) Dates of Meetings.
- l) Council's response to the application to register Dungeon Brow as a village green.
- m) Accounts
- n) Appointment of Clerk.
- o) Parish Council's Website.

12. Letters Received:

- a) Councillor E Hodgson: Request for KTHP Steering Group agendas and minutes.
- b) HPBC: Proposed Extension / Reconsidered Response re: planning permission.
- c) Hayfield May Queen Committee: Thanks for Parish Council support.
- d) Derbyshire Fire and Rescue service: Review of Emergency Cover.
- e) HPBC: One Stop Shop posters.
- f) Clerk M Crompton: Letter of Resignation.
- g) Eon: Improvements to Bills.
- h) Chapel-en-le-Frith Mobile Physiotherapy Service: AGM and donation request.
- i) Santander: Bank Statement.
- j) HPBC: Children's Playground Inspections, Service Level Agreements.
- k) Local Council's Update. Issue 140, June 2011.
- l) United Medicare: CRB Administration.
- m) Electoral Reform Services: Ballot Paper: PDNPA Appointment of Parish Members.
- n) HPBC: Planning Appeal by Hillcrest Homes (Swallow House Lane)
- o) Carl Dean (Hayfield Football Club): Bank Vale Playing Field.
- p) DCC: Excellence in the Community Awards 2011.
- q) Vernon Building Society: Account Reactivation
- r) Small Group Project: View from the Peak Newsletter issue 28.
- s) DCC: Application to Register Dungeon Brow as Village Green – closing date for statements of objection: 15th July 2011.
- t) L Evans: Copy of email re: Co-option in Hayfield West Ward / Meeting 23rd July.
- u) Clerks and Councils Direct: Newsletter July 2011 Issue 76.
- v) Robinsons: Future of The Vine Tavern in Birch Vale.
- w) Sustainable Hayfield: Advertisements for 'Give and Take' Event.
- x) Mr A Barnes: Pavement Crossing on A624 Relief Road.

Emails Received:

- 1) LHAC Clough Consultation Document.
- 2) Anne Jordan, Principal Planning Officer: Village Green Application.
- 3) Tony Moss: Bank Vale Field. Questions requiring Council's response.
- 4) DCC: Notice of Road Closure.
- 5) Councillor K Bevins: Council Website-present and future facility.
- 6) DCC: Notice of Road Closure
- 7) DCC: Response to request for Mirror on Highway.
- 8) J Harvey: Response to Village Green Application.
- 9) RBS Software Solutions: Alpha Finance Management Software.
- 10) Hayfield May Queen Events.
- 11) Mr B Allen: Wheelchair Access on Church Street.
- 12) Various emails regarding Co-option of Councillors for Hayfield West Ward.
- 13) PDNPA: Results of the Ballot for the Appointment of Parish Members 2011.
- 14) HPBC: Planning Policy Newsletter 1, June 2011.
- 15) DT Leisure: Copy of design and quote for BMX track/July 2010.
- 16) DCC, S Furniss: Community Clean Ups.

13 DALC Circulars

- Circular 31/11: Cutting Red tape/Consultation re: Sustainable Communities Act 2007
- Circular 32/11: Council Liaison Forum/ Vacancy/ Training
- Circular 33/11: DCC Street Lighting/Planning Changes/NALC Conference/Training

14 Reports from Representatives on Outside Bodies:-

- a) Non-Ecclesiastical Charities
- b) Others

15 Items for Information

All information on file in the Council Office

16 Additional Items brought forward by permission of the Chairman

17 Finance Payments for approval at the Council Meeting 6th July 2011.

a) Invoices for Payment

Cheque No.	Payable To	Items	Amount
102658	Employee#1	Wages for June	302.92
102659	Employee#2	Wages for June	567.84
102660	Employee#3	Wages for June	907.52
102661	Employee#4	Wages for June	763.82
102662	Employee#5	Wages for June	480.28
102663	Employee#6	Wages for June	490.65
102664	Trevor Middleton	Expenses for May	68.63
102665	Andrew Mycock	Expenses for May	18.63
102666	Iain Thompson	Expenses for May	16.23
102667	Mrs D Parker	Payment for Cleaning/June	6.00
102668	Hayfield Civic Trust	Pro Loco Competition Prize	250.00
102669	S Derbyshires	Compost	29.94
102670	St John's Methodist Church	Room Hire – 18.05.11	18.50
102671	David G Ross	Plants for Baskets	*CANCELLED
102672	Rural Action Derbyshire	Accounting	695.10
102673	Rural Action Derbyshire	Accounting	390.00
102674	Johnston Publishing Ltd	Advert re:Co-option	56.45
102675	Viking Direct	Stationery	73.40
102676	HPBC	Playground Inspections (Half)	130.54
102677	B Wood	Internal Audit of Accounts	100.00
BAC	Eon	Street Lighting	16.30
102678	Viking Direct	Toner Cartridge	60.32
102679	Mrs S E Stockdale	Locum Clerk	80.40
102680	LDW Tool & Equipment Hire LTD	Clutch Cable	20.50
102681	Broxap Limited	Cast Iron 'Blackburn' Seat	730.80
102682	David G Ross Ltd	Plants for Baskets	426.48
102683	E.ON	Electricity	178.41
102684	BT Payment Services Ltd	BT Services	216.52
102685	Mr A Mycock	Travel Expenses	63.71
102686	Mr I Thompson	Travel Expenses	11.42
102687	Mr T Middleton	Expenses	150.14
Total:			7321.45

(HMRC payment for May was: - £431.08.
HMRC payment for June was: - £86.64.)

* Cheque 102671 Cancelled. Surcharge removed and cheque reissued for payment
– number 102682.

b) Payments Received:

Cheque no.	Payee	Items	amount
BAC	Santander (Acc number: 300 9300)	Interest	1.29
BAC	Santander (Acc number: 300 9300)	Interest	1.25
BAC	HMRC	VAT Repayment (18.05.11)	411.33
TOTAL			413.87

18 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.”