

# Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP  
Tel. 01663 744550 email: hayfield.parish.clerk@gmail.com

24<sup>th</sup> August 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 31<sup>st</sup> August** in the Village Hall, 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 Little Hayfield Advisory Committee Meeting held on 19<sup>th</sup> July 2011. (Document enclosed).  
**To Confirm the Non-Confidential Minutes** of the Finance Committee Meeting held on 1<sup>st</sup> August 2011. (Document enclosed).  
**To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 4th August 2011. (Document enclosed).
- 7 i) Planning Applications Received to 24<sup>th</sup> August 2011.** None.  
**ii) Planning Application Decisions.**
- a) HPK/2011/0190:** Prof A Young, Tan Dyke, Chapel Road, Hayfield. Retention of window. **APPROVED.**
  - b) NP/HPK/0711/0693:** Mr Scowcroft, Chinley Moor House, Chapel Road, Hayfield. Conversion of barn to form self catering holiday accommodation. **REGISTERED.**
  - c) NP/HPK/0711/0673:** Mr Steve Powell, Long Lee Barn, Rowarth. Conversion of domestic garage to breakfast room and replacement of door with partial glazed timber doors with glazed panels. Opening up of nesting hole above barn door. **REGISTERED.**
  - d) NP/HPK/0511/0481:** Mr R Hill and Mrs L Keller: Single Storey extension at Stet Barn Farm, Lane Head Road, Little Hayfield. **REGISTERED.**
  - e) 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. **REGISTERED.**
  - f) 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. **APPROVED.**
- 8 Chairperson of Council's Announcements**
- a) Recreation Ground
  - b) Heritage Centre
  - c) Council Finance
  - d) BMX
- 9 Committee & Other Reports**
- a) LHAC Response to Co-option
  - b) LHAC Proposed Stone Planters
- 10 Parish Clerk's Report**
- a) Loop System
  - b) Bank Vale Football Field
  - c) Notice of Election
- 11 Matters for Decision**
- a) Public Speaking at Parish Council Meetings
  - b) DCC Winter Service
  - c) D and W Events / Use of Old School Field
  - d) Salt and Grit Bins
  - e) Hayfield Community Sports Club
  - f) Parishes Day
  - g) Little Hayfield Advisory Committee
  - h) Purchase of Poppy Wreath and donation to Hayfield Royal British Legion.(letter cc)
  - i) Christmas Tree
- 12. Letters Received:**
- a) Santander: Current Account Statement 24<sup>th</sup> July 2011
  - b) NHS: Derbyshire Community Health Services: Foundation Trust Consultation.
  - c) Local Council's Update, July 2011 Issue 141
  - d) HPBC: Standards Committee re: recent complaints
  - e) Mr S Bowes: Heritage Project
  - f) St John's Methodist Church: Rent for room hire increase.
  - g) Setons: Solutions for a safe, secure workplace
  - h) High Peak: Walks for Health July – September 2011
  - i) Mr M Crompton: Formal resignation as Councillor
  - j) DALC: DALC Executive Committee Election (cancelled on 14.07.11 email attached)
  - k) HPBC: Casual Vacancy in Hayfield Town Ward
  - l) DCC: Proposed improvements to Middlefields Path

- m) DCC: Invitation to unveiling of Blue Plaque in honour of Captain Mainwaring
- n) C Draper: Siting of grit bin at Bank Cottages
- o) Mrs C Townsend: Termination of Allotment Tenancy Agreement
- p) Sovereign: Supplier of Playground Equipment
- q) DCC: Umbrella Body Service Agreement (for CRB checks)
- r) HPBC: Review of Polling Districts and Polling Places
- s) HPBC: Playground Inspection and Maintenance Report Sheet
- t) DCC: Application to register Dungeon Brow as a Village Green: receipt of objection
- u) E-on: Energy price rises
- v) The Playing Field: RAD Newsletter Summer 2011
- w) HPCH: Email sign up for regular information bulletins
- x) Santander: paperwork to open new account.
- y) High Peak CVS: Community edition no. 27
- z) PDNPA: Parish Speak Newsletter Summer 2011
- aa) Santander: Current Account Bank Statement to 25<sup>th</sup> July
- bb) Macmillan Cancer Support: World's Biggest Coffee Morning.
- cc) Mrs J Taylor, Hayfield Poppy Appeal: purchase of wreath and donation request
- dd) Local Councils Update August 2011 Issue 142
- ee) Environment Agency: Arden Quarry – Odour complaints
- ff) Mr L Samuel: Request for Council's last year's accounts
- gg) Derbyshire County Council : Temporary path closure
- hh) Peak Park Parishes Forum: AGM
- ii) G W Lomas: Quote to repair swing
- jj) High Peak Borough Council : Trade Waste Agreement
- kk) Andrew Bingham: Surgery List
- ll) DALC: Parish Speak Newsletter/ Annual Report
- mm) High Peak Borough Council : Notice of Election
- nn) Rural Action Derbyshire : ROSPA Certificates for Gardeners (in office)
- oo) Mrs J Kent: Letter regarding role of Project Coordinator (Part 2)
- pp) High Peak Borough Council: Community Safety Newsletter
- qq) Derbyshire County Council : Winter Weather Provisions/Gritting Routes
- rr) Mr B Capstick: Football Field
- ss) Mrs S Watt: BMX
- tt) C Saunders: BMX
- uu) Peaks and Dales Advocacy: Advocacy Alive issue 19, Summer 2011
- vv) Rural Action Derbyshire : Membership renewal.

**Emails Received:**

- 1) Parishes Day on 1<sup>st</sup> October (*reply by 1st September*)
- 2) Mrs S Wyatt: Comments re: Parish Council Meeting held on 6<sup>th</sup> July.
- 3) HPBC: Register of Interests forms
- 4) Veolia Environmental Services Ltd: Voluntary work within the community.
- 5) DCC: Parish Council Winter Service Scheme (*reply by 30th September*)
- 6) Various emails Re: concerns about Hayfield West Co-option
- 7) I Mulligan Derbyshire County Council – Enquiry re mobility scooter access.
- 8) Hayfield Allotment Society: Committee Meeting Minutes. 23.07.11
- 9) Little Hayfield Advisory Committee: Copy of letter to Simon Baker
- 10) S Wyatt: Various emails re: council meetings.
- 11) D Owen: Advice re: damaged swing
- 12) PDNPA: Request for more information re: stone planters in Little Hayfield
- 13) D Jennison: BMX Pump Track Proposal
- 14) S Bentley: Shirley Bentley Trust.
- 15) High Peak Borough Council: Quote for 'cableway bushes'.
- 16) Derbyshire County Council: Response to email re cameras / adverts along A624
- 17) PDNPA/SDF Grant: Response to Council's decision to not progress the Heritage Project.
- 18) Derbyshire County Council: £10,000 available for environmental enhancement scheme on Church Street.
- 19) Rural Action Derbyshire: Sport and Play Funding
- 20) High Peak Borough Council: Response re: planning permission for BMX Track.

- 13 DALC Circulars**  
 Circular 34/11: Additional Training Courses  
 Circular 35/11: Training Circular  
 Circular 36/11: Includes 'Quick Employment Tips'  
 Circular 37/11: The Localism Bill so far.  
 Circular 38/11: DALC President 2011-2012  
 Circular 39/11: Membership of East Midlands Councils – Introductory Offer  
 Circular 40/11: DALC AGM and Recruitment Workshop
- 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 31<sup>st</sup> August 2011.

**a) Invoices for Payment**

Cheque No.	Payable To	Items	Amount
102708	Empolyee#1	Wages for August	259.65
102709	Employee#2	Wages for August	570.09
102710	Employee#3	Wages for August	886.59
102711	Employee#4	Wages for August	706.15
102712	Employee#5	Wages for August	423.77
102713	Employee#6	Wages for August	522.83
102714	Severn Trent Water	2 of 2 Water Services Bill 2010/11	59.19
102715	Mrs D Parker	Cleaning	6.00
102716	High Peak Borough Council	Replacement parts for Cross Swing	197.94
102717	LDW Tool & Equipment Hire Ltd	Strimmer hire / gloves	24.96
BAC	E-on	Street lighting	16.30
102718	Borough Elections Account	Election costs	2152.90
102719	National Heritage Memorial Fund	Repayment of Heritage Lottery Fund re: Heritage Project	25,000.00
102720	Hayfield Village Hall	Room rental x 3	45.00
102721	Mr A Mycock	Mileage Expenses	15.03
102722	Mr T Middleton	Expenses	82.03
<b>Total:</b>			<b>31024.43</b>

**b) Payments Received:**

Cheque no.	Payee	Items	amount
BAC	Santander	Credit Interest Account No: 300 9300	1.29
BAC	Santander	Credit Interest Account No: 300 9300	1.25
<b>TOTAL</b>			<b>2.54</b>

**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."

**a) Declarations of Interest**

**b) Bank Balances**

**c) Change of Bank Accounts**

**d) Heritage Project Administrator's Post**

**e) Gardener/Handymen Posts**

**f) Future Arrangements for Gardening/Handymen**

**g) Financial Accounting and Payroll Arrangements & Procedures**

**h) Clerk's Contract of Employment**