

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

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4<sup>th</sup> January 2012

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 11<sup>th</sup> January** 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.

Councillors and members of the public can meet at 6.30pm prior to the meeting to discuss the planning applications received.

*Sally Fuller*

Sally Fuller  
Acting 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.**

#### **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.

- 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."

#### **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).

(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.

- 6 To Confirm the Non-Confidential Minutes** of the Parish Council Meeting held on 7<sup>th</sup> December 2011. (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Hayfield Community Sports Club Meeting held on 1<sup>st</sup> December 2011. (Document enclosed).
- To Confirm the Non-Confidential Minutes** of the Finance Committee Meeting held on 5<sup>th</sup> January 2012. (Document enclosed).
- 7 i) Planning Applications Received to 4<sup>th</sup> January 2012.**
- a) HPK/2011/0612:** Mr Simon Woodall, The Pack Horse Hotel, Market Street, Hayfield: Retention of smoking shelter and timber decking floor to outdoor trading area.
- b) HPK/2011/0691:** Mrs S Deaville, 61, New Mills Road, Hayfield. Proposed single storey rear extension.
- c) HPK/2011/0701:** Mr Gareth hardy, 16, Meadows Farm, Ridge Top Lane, Hayfield. Application for a Lawful Development Certificate – The existing garage is being used as a garage and would like to continue the use as a garage.
- d) HPK/2011/0703:** Miss J Winstanley, Penlan, New Mills Road, Hayfield. Proposed extension to bungalow, detached garage, alterations to hardstanding area and new 2.45m x1.83m wide garden shed.
- ii) Planning Application Decisions (by High Peak Borough Council or Peak District National Park Authority):**
- a) HPK/2011/0445:** Mr G Hardy, Meadows Farm, Ridge Top Lane, Hayfield. Site entrance and external works. **PENDING**
- b) HPK/2011/0586:** Hayfield Primary School, Swallow House Lane: Installation of solar panels to part of the rear roof slope. **APPROVED**
- c) HPK/2011/0559:** Mr and Mrs Wyatt, Rycroft, Moorland Road, Birch Vale: Outline planning permission for two storey detached house on vacant site. **WITHDRAWN**
- d) HPK/2011/0582:** The Camping and Caravanning Club Ltd: Hayfield Campsite, Kinder Road, Hayfield: application for an extension to the existing amenity block. **APPROVED**
- e) HPK/2011/0380:** Mr S Gerrard, 9, Bowden Close, Hayfield: Proposed conversion of garage to extra living space. **APPROVED**
- f) NP/HPK/0511/0481:** Mr R Hill and Mrs L Keller: Single Storey extension at Stet Barn Farm, Lane Head Road, Little Hayfield. **PENDING**
- g) NP/HPK/0911/0998:** Mr H Speakman, 12, Clough Lane, Little Hayfield. Erection of front porch. **PENDING**
- h) NP/HPK/0911/0920.** Installation of solar panels to an outbuilding at Tunstead Barn, Edale Road, Hayfield. **GRANTED.**
- 9 Chairperson of Council's Announcements.** None
- 10 Committee & Other Reports**
- a) The Council Website** (Councillors P Chapman and K Bevins)
- b) The Council's Finances.** Councillor K Waterhouse.
- 11 Parish Clerk's Report**
- a) Standing Orders and Financial Regulations**
- b) Heritage Lottery Fund repayment**
- c) Allotment Tenancy Agreements**
- 12 Matters for Decision**
- a) Grit bin notices** (Councillor E Hodgson)
- b) Co-option of Councillor by secret ballot**
- c) Orchard Project / Sustainable Hayfield**
- d) Public Works Loan for Bank Vale**
- e) Skatepark sign**
- f) Model Contract of Employment**
- g) Recruitment Policy**
- h) Precept for 2012 -2013**
- i) Rowarth / Birch Vale letter**
- j) Christmas tree**
- k) Opening of Sett Valley Car Park Toilets**
- 13 Letters Received:**
- a) Copy of letter sent by Mrs J Wilson to Mrs Bellard, Audit Commission re: Memorial Square project.**

- b) Mrs G Pope: Letter of resignation.
- c) Natural England: Designation of Matley Moor Meadows as a Site of Special Scientific Interest.
- d) Santander: Copies of missing Bank Statements for both bank accounts (in office)
- e) Santander: Important changes to your business accounts.
- f) J Oliphant: Complaint re: Councillor conduct.
- g) High Peak Borough Council: Electoral Registers 2012.
- h) St John's Methodist Church re: room hire
- i) High Peak Borough Council: Ordinary Meeting 1.12.11 minutes
- j) T Turner re: tree planting on the bypass
- k) Derbyshire County Council: Broadband Champions
- l) CPRE and NALC: Planning Explained
- m) Peak District National Park Authority: Paperwork relating to the Orchard Project.
- n) Peaks and Dales Advocacy: Advocacy Alive Newsletter Issue 21
- o) High Peak Borough Council: re GW Lomas invoice.
- p) Government Gateway: VAT registration activation codes and acknowledgement.
- q) Santander: Current Account (563126701) statement 24/11/11/ - 24/12/11
- r) High Peak Borough Council: Band D Taxbase & Parish Grant Scheme 2012-13

**Emails Received:**

- 1) ENWL: Unmetered electricity supplies – church clock or street lighting?
- 2) J Mason Derbyshire County Council: Overhanging trees
- 3) ENWL: Unmetered electricity supply for Christmas tree.
- 4) New Mills Town Council: Dog poo bins for sale £20
- 5) J Herbert, Peak District National Park Authority: Peak Park planning issues
- 6) Skatepark sign quotes
- 7) R Godley (SDF): Orchard Project queries
- 8) Neighbourhood Policing Team: Policing priorities / Community involvement
- 9) M Crompton, Councillor A Ramwell: planting sites of Orchard Project trees.
- 10) J Pope: Proposal for grit bin notices.
- 11) Mr M Green, High Peak Borough Council: Planning queries answered
- 12) A Turner Heritage Lottery Fund: Repayment of Heritage Lottery Fund Grant
- 13) Derbyshire County Council: Revised Policy for the Management of Motorised Vehicles in the Countryside.

**14 DALC Circulars**

- Circular 61/11: General, Derbyshire Wildlife Trust workshop, vacancies, training.
- Circular 62/11: Training 2012
- Circular 63/11: 2011 Model Contract of Employment

**15 Reports from Representatives on Outside Bodies:-**

- a) Non-Ecclesiastical Charities
- b) Others

**16 Items for Information**

All information on file in the Council Office

**17 Additional Items brought forward by permission of the Chairman**

**18 Finance Payments for approval at the Council Meeting 7<sup>th</sup> December 2011.**

**a) Invoices for Payment**

Cheque No.	Payable To	Items	Budget	Amount
102762	Employee#1	December Wages	Gardener 1	281.23
102763	Employee#2	December Wages	Gardener 2	570.09
102764	Employee#3	December Wages	Assistant Clerk	928.74
102765	Employee#4	December Wages	Grounds Assistant	145.32
102766	Employee #1	Expenses	Parks and Spaces expenses	25.03
102767	CCMA Payroll processing	Set up costs and processing	Payroll	145.44
102768	Johnson Publishing	Grounds Maintenance Assistant - job advert	Advertising	60.24
BAC	E-on	Street Lighting 01/11/11-30/11/11	Electricity	16.30
102769	The Framers Corner	Framing 2 Pro Loco paintings	S 137	56.00
102770	DALC	Clerk's Day 11.04.12	Training	30.00

BAC	Santander	Copy Statement charge	Office expenses	10.00
102771	E-on	Electricity bill	Electricity	100.71
102772	High Peak Borough Council	Playground Inspection 2 <sup>nd</sup> half	Playground Inspections	130.54
102773	Viking Direct	Stationery	Office expenses	139.81
102774	Councillor E Hodgson	Chairman's Allowance 2011 - 2012	Chairman's Allowance	250.00
102775	BT	Telephone bill	ICT Communications	176.07
102776	Employee#4	Mileage expenses	Salt and Grit	7.21
102777	Cleaner	Cleaning on 03/01/12	Cleaning	6.00
102719	National Heritage Memorial Fund	Repayment of grant funding	Allocated reserves	Cheque cancelled
<b>Total:</b>				<b>3078.73</b>

**b) Payments Received:**

Cheque no.	Payee	Items	Amount
BAC	Santander / 16.12.11	Interest on acc:300 9300	1.28
001086	Dark and White Challenge Events	Use of Old School Field 27.11.11	200.00
004121	Mrs K Morten	Allotment rent for plot 7b	12.00
100099	Miss H C Young	Allotment rent for plot 7a	12.00
BAC	Santander / 05.12.11	Interest on acc: 300 9300	1.30
003460	Prof F Creed & Mrs R A Creed	Allotment rent for plot 10c	6.00
002999	Mr PK Webb & Mrs AP Webb	Allotment rent for plot 20	12.00
102724	Mr R O Davies	Allotment rent for plot 3a	12.00
077370	Mrs J Lanham	Allotment rent for plot 13a	6.00
003557	Mr C Smith & Mrs IG Smith	Allotment rent for plot 6a	12.00
000636	GJ Peacock Esq	Allotment rent for plot 16	12.00
000802	D M Ivens	Allotment rent for plot 2b	6.00
001599	Mrs S E Buchanan	Allotment rent for plot 14a	6.00
000154	Mrs C A Middleton	Allotment rent for plot 1b	12.00
005031	Mr S Jackson & Mrs VF Jackson	Allotment rent for plot 19	12.00
000369	ES Davies	Allotment rent for plot 15b	12.00
001419	Mr J Birch & Mrs DM Birch	Allotment rent for plot 13b	12.00
201226	PJ Roberts & Mrs PA Roberts	Allotment rent for plot 8c	12.00
758013	N Mellor S Mellor	Allotment rent for plot 6c	6.00
002936	Mr R Hulme & Mrs AH Hulme	Allotment rent for plot 6b	6.00
100491	Mr DT Alger	Allotment rent for plot 15a	12.00
002250	Mr I J Platt	Allotment rent for plot 17b	6.00
002353	CE Tombs	Allotment rent for plot 4b	12.00
100111	HE Walsh H Walsh	Allotment rent for plot 8a	12.00
001416	Mrs HE & Mr MJ Porter	Allotment rent for plot 8b	12.00
000121	Mr Andrew Ramwell Mrs Barbara Ramwell	Allotment rent for plot 3b	12.00
000460	Mr B Wadell	Allotment rent for plot 9c	6.00
000597	W J Hanna Esq	Allotment rents for plots 5b & 11b	24.00
000503	Mrs J White	Allotment rent for plot 2a	12.00
602085	Mrs N Y Chetham	Allotment rent for plot 12b	12.00
<b>TOTAL</b>			<b>490.58</b>

**Bank Balances on 4<sup>th</sup> January 2011:**

**Deposit Account: £15,713.57**

**Current Account: £76,353.84**

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 employees and details of the terms of contract for the supply of services, 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) Grounds maintenance 2012 - 2013**

**b) Sick pay**