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Minutes of the Parish Council Meeting held on 9th May 2012
at 7.15pm in St John's Church Hall

Present: Councillors Mrs E Hodgson, Mr A Ramwell, Mrs V Wieteska, Mr P Easter, Mr P Chapman, Mr M Jones, Mr K Bevins and Mrs L Waterhouse.

In Attendance: Acting Clerk, Mrs S Fuller.

Also Present: 10 members of the public.

953. Election of Chairperson and Acceptance of Post. Councillor A Ramwell was nominated by Councillor V Wieteska, seconded by Councillor L Waterhouse and elected as Chair.

954. Previous Chairperson's Report. Councillor E Hodgson said that although it may seem that the Council have not achieved much in the past year, this is not so. She emphasised how important it is for the Council to adhere to correct policies and procedures and to manage monies within budget. She thanked the Acting Clerk.

955. Apologies for Absence: County Councillor Mrs B Atkins and Borough Councillor D Mellor.

954. Variations to the Order of Business: None

955. Declarations of Interest: Councillor P Chapman- agenda item 16a.

956. Matters for Part II: As listed on the agenda.

957. Public Speaking: Issues raised were: the noise produced by the skatepark, the public consultation over the proposed Pump Park, the loss of the interactive sign at Little Hayfield, the requirement for Councillors to read out any declarations of interest at the beginning of a meeting, Councillor email addresses and how the Council are to manage planning consultations.

Reverend H Edgerton and Mr G Riley spoke about the planned purchase of Bank Vale Field and the church's desire for this to happen to improve village amenities and improve the status of teams within local football leagues etc. St Matthews are as frustrated as the Parish Council about the lack of progress being made which is due to satisfying Ecclesiastical, Canonical and Diocesan laws and are doing all they can to move the purchase forward. Church and Council are to liaise to minimise any further delays.

Jack Suckling, Company Pictures spoke about the company's plans to film a 5 part television series called 'The Village' in the locality and expressed a wish to meet with Councillors (along with the Head of Production) to further to explain in more detail what would be involved and how it would benefit the area.

958. Council RESOLVED to confirm the Non-Confidential Minutes of the Parish Council Meeting held on 4th April 2012 as being a true and accurate record.

Council **RESOLVED** to confirm the Non-Confidential Minutes of the Recreation, Leisure and Tourism Committee Meeting held on 12th April 2012 as being a true and accurate record.

Council **RESOLVED** to confirm the Non-Confidential Minutes of the Finance Committee Meeting held on 19th April 2012 as being a true and accurate record .

Council **RESOLVED** to confirm the Non-Confidential Minutes of the Annual Parish Meeting held on 25th April 2012 as being a true and accurate record .

959. i) Planning Applications Received to 2nd May 2012.

a) **HPK/2012/0112:** Mrs P Moore, 55a, New Mills Road, Hayfield. Proposed replacement of wooden frame windows with UPVC. Council **RESOLVED** to recommend approval.

b) **NP/HPK/0312/0344:** Marl House Farm, Glossop Road, Little Hayfield. Erection of agricultural building. Council **RESOLVED** to recommend approval.

c) **HPK/2012/0173:** Mr P Brennand, 5, Highfield Road, Hayfield. Proposed new dwelling. Council **RESOLVED** to recommend approval.

d) **NP/HPK/0412/0377:** Blackshaw Farm, Lane Head Road, Little Hayfield. Erection of orangery extension. Council **RESOLVED** to recommend approval.

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) **NP/HPK/0511/0481:** Mr R Hill and Mrs L Keller: Single Storey extension at Stet Barn Farm, Lane Head Road, Little Hayfield. **PENDING** Target date for decision 06.07.12

c) **HPK/2012/0154 and HPK/2012/0155:** The Brook Trust, 2, Church Street (The Bulls Head), Hayfield. Planning and Listed Building Consent for Proposed Change of use from commercial to single residential house. **PENDING**

d) **NP/HPK/0112/0085:** Farlands House, Kinder Road, Hayfield. Single storey side extension to form utility

room and boiler room. **WITHDRAWN**

- e) **HPK/2012/0060:** Mrs Anna Fraser, 135, Bank End Farm, Kinder Road, Hayfield. Proposed to storey extension. **REFUSED.** (detrimental to the historic form, character and appearance of this listed building and to the character and visual amenities of Hayfield Conservation Area)
- f) **HPK/2012/0106:** Mr L & Mrs K Bagshaw, Quarry Bank, Valley Road, Hayfield. Proposed extension to existing bungalow replacing previous extension. **REFUSED** (scale of development inappropriate within a green belt)
- g) **HPK/2012/0134:** Mr Dennis Wilkinson, 1, Highfield Road, Hayfield. Proposed new ground floor bedroom, new single storey extension with level access, WC/shower and lounge. New front door entrance and ramped access to existing garage. **PENDING**

960. Election of Vice Chairperson and Acceptance of Office. Councillor P Chapman was nominated by Councillor A Ramwell and seconded by Councillor K Bevins and elected as Vice Chair.

961. Appointment of 4 members to the Finance Committee for 1 year.

Council resolved to appoint Councillors M Jones, E Hodgson and K Bevins. 1 member is still to be appointed after present Councillor vacancies have been filled.

962. Appointment of 4 members to the Recreation, Leisure and Tourism Committee for 1 year.

Council resolved to appoint Councillors L Waterhouse, A Ramwell, V Wieteska and P Easter.

963. Appointment of 2 members to the Little Hayfield Advisory Committee for 1 year.

Council resolved to appoint Councillor M Jones. 1 member is still to be appointed after present Councillor vacancies have been filled.

964. Appointment to Outside Bodies for 1 year:

a) Village Hall Committee. 1 member

Council resolved to appoint Councillor L Waterhouse.

b) Hayfield Community Sports Club. 2 members.

Council resolved to appoint Councillors P Chapman and P Easter.

c) Allotment Liaison Committee. 1 member.

Council resolved to appoint Councillor P Easter.

d) Orchard Project / Sustainable Hayfield. 1 lead member.

Council resolved to appoint Councillor A Ramwell.

e) Appointment of Wright Turner Party Organiser.

Council resolved to appoint Councillor E Hodgson.

f) Hayfield Educational Trust. 2 members.

Council resolved to appoint Councillor M Jones. 1 member is still to be appointed after present Councillor vacancies have been filled.

965. Chairman of Council's Announcements. None.

966. Committee & Other Reports

a) The Council Website (Councillors P Chapman and K Bevins)

Councillor email addresses are to be set up linked to the Council website.

b) The Council's Finances. (Acting Clerk).

A summary of April's Budget / accounts was issued along with explanatory notes explaining the budgetary system now in use. There are unallocated funds which should be allocated and this will be dealt with by the Finance Committee.

c) The proposed filming of 'The Village'. Councillor P Chapman

Councillor P Chapman encouraged the Council to meet with representatives for Company Pictures and promote the idea positively.

967. Clerks report on Matters for Decision

a) Payment of wages / Delegated power to RFO to issue payment of wages.

Council resolved to delegate power to the RFO to issue payment of wages.

b) Frequency and remit of Finance Committee Meetings

Council resolved to hold a Finance Committee meeting every month and to delegate power to the committee to approve payments and issue cheques.

c) Non Ecclesiastical Charities / Representative Trustee for the Council

Council resolved to keep the present Representative Trustees (whose appointment usually holds for 3 years): Councillors E Hodgson, V Wieteska and A Ramwell and K Waterhouse and B Betts.

d) Bank Accounts and permission for RFO to move money between accounts to maximise interest accrued.

Council resolved to continue banking with Santander and allow the RFO to transfer monies between accounts to best accrue interest – reporting such transfers but without prior approval.

e) How to progress the purchase of Bank Vale

Council resolved to wait on the response anticipated from the diocese.

f) Jubilee – spending, events and progress

Council resolved to approve payment for jubilee items if necessary before the next Council meeting on receipt of an invoice and approval from at least 4 Councillors.

g) Revised Budget 2012 – 2013 / Allotment Accounting

Council resolved to account for Allotment Rents and Deposits separately and finance the allotments out of

rents collected.

h) Internal Audit Report and recommendations

Council resolved to accept the Internal Auditors findings and action his advice.

i) Audit. Deferred.

j) Insurance Renewal / Fidelity guarantee (FRA)

Council resolved to take out insurance with Came and Co on 1st June (policy renewal date) and to increase the Fidelity Guarantee cover as recommended by the Internal Auditor.

k) Peak Park Parishes Forum meeting

Council resolved to not to send a representative.

l) Adoption of Co-option Policy

Council resolved to adopt the policy presented apart from page 2 of the application form which should be seen as optional – candidates filling it in only if they choose to.

m) Co-option of Councillor for Hayfield West ward

Council resolved to advertise the Councillor vacancy in Hayfield West ward to be filled by co-option.

n) Planning Committee and appointment of members

Council resolved to hold Planning Committee meetings at 6.45pm before Parish Council meetings. All Councillors are to be committee members. Members of the public can see sight of applications at 6.30pm or at other times in the Parish Council office,.

o) Development Control Training

Council resolved to not send a representative.

p) Christmas tree at St Matthews. Deferred.

q) Replacement of Football Posts

Council resolved to replace the goalposts on Valley Road Recreation Ground as soon as possible. Councillor P Easter to follow up a potential set of free goalposts from Hayfield Primary School (although sockets would be needed to secure the posts).

r) Little Hayfield Advisory Committee Election

Council resolved to hold an election for committee members at the beginning of the next committee meeting. It will be advertised in the Little Hayfield noticeboard and left up to nominees to muster support.

s) Queen Elizabeth roses

Council resolved to request a cultivation licence from Derbyshire County Council for the Sett Valley roundabout where roses could be planted (towards the end of the year). Councillor E Hodgson voted against this proposal. The type of rose is still to be decided.

t) Play Area Inspection Training

Council resolved to send the Acting Clerk and Councillor V Wieteska on 'Play Area Inspection Training'.

u) Arden Quarry Representative

Council resolved to to appoint Councillor M Jones as Council's 'Arden Quarry' representative.

v) Hayfield Educational Charity

Council resolved that Councillor M Jones would request a meeting of the Hayfield Educational Charity within 4 weeks to see if any progress has been made in collating previous paperwork and sorting the finances.

968. DALC Circulars.

Circular 17/12: Playground Inspection training, Ping pong funding, HMRC support

Circular 18/12: DALC Clerks Day 2012 Update

Circular 19/12: Localism Update

969. Reports from Representatives of Outside Bodies.

a) Non-Ecclesiastical Charities. There is a meeting in June.

b) Hayfield Educational Charity. None.

c) Hayfield Allotment Society. None.

d) Hayfield Community Sports Club. None.

e) The Village Hall. The AGM was held recently.

(Councillor E Hodgson left the meeting at 9.20pm)

970. Items for Information.

a) Nicola Kemp, The New Waste Recycling Service. Nicola Kemp will talk to Council about the new waste recycling service at a later meeting.

b) Lamp Post Inspection May 14th. Council were informed that this will take place (at a cost of around £200) on 14th May and should be carried out annually.

c) Resignation of Councillor B Betts

A letter of resignation has been received from Betty Betts.

971. Finance Payments for approval at the Council Meeting 9th May 2012.

a) Invoices for Payment

Cheque No.	Payable To	Items	Budget	Amount
102823	Employee#1	April wages	Gardener 1	257.44
102824	Employee#2	April wages	Assistant Clerk	960.58
102825	HMRC	PAYE and NI	HMRC, Office Salaries	Deferred
102826	Viking	First Aid kit	Office expenses	30.44

102827	Viking	Stamps	Office expenses	77.86
102828	Viking	Stationery	Office expenses	116.39
102829	Cleaner	Cleaning	Cleaning	6.00
102830	Employee#2	Mileage expenses / postage	Travel Clerk	107.01
102831	St John's Methodist Church	Room Hire on 04.04.2012	Room Hire	20.00
102832	Hayfield Cricket Club	Pavilion hire on 19.04.2012	Room Hire	15.00
102833	Yvonne Denton	Repayment of deposit for allotment plot 17a	Allotment Deposits	6.00
102834	Rural Action Derbyshire	Playground Training	Training	30.00
102835	Mr B Woodcock	Internal Audit 2011-2012	End of year accounts audit	145.21
102836	Peter Webb	Cost of timber for allotment path	Allotment rents	74.70
102837	CANCELLED			
Total:				£1846.63

b) Payments Received:

Cheque no.	Payee	Items	Amount
001184	Mr SR Slinger & Mrs PM Slinger	Payment for Broxap bench	545.00
000028	Mr NS Taylor & Mrs JE Taylor	Allotment rent and deposit for plot 15c	12.00
001617	D N Lowe Esq	Payment for Broxap bench	599.00
001135	Dark and White Challenge Events Limited	Payment for use of the Old School Field on 04.03.12	200.00
BAC	HMRC	VAT Repayment Jan 2012 – March 2012 (Paid into account on 10/04/12)	395.58
255457	Electricity North West	Wayleave payment	50.75
TOTAL			£1802.33

Bank Balances on 1st May 2012:

Deposit Account: £ 15,718.77

Current Account: £ 86,641.46

972. 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 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) Forensic Audit. Deferred.

b) Grounds Maintenance. Council resolved to contract grounds maintenance work to Graham Hewitt. Council also resolved to consider employing a Maintenance Assistant.

c) Memorial Square Queries. Council resolved to seek further advice on issues raised.

d) Repair of Playground Equipment. Council resolved to accept the quote received from Timberplay.

e) Skatepark signs. Council resolved that Mr S Quinn be asked to erect the new signs.

The meeting concluded at 10.00 pm.