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### Minutes of the Parish Council meeting held on 4<sup>th</sup> July 2012

at 7.15pm in St John's Church Hall.

**Present:** Councillors A Ramwell (Chair), K Bevins, M Jones, M Dean, P Chapman (Vice Chair), L Waterhouse, E Hodgson, V Wieteska and P Easter.

**In Attendance:** Acting Clerk, Sally Fuller

**Also present:** 7 members of the public.

*Councillor A Ramwell welcomed Councillor M Dean to the Council.*

**988. To adopt a new Code of Conduct.** Council **resolved** to adopt the draft Code of Conduct with the amendment to appendix Biii £50 to be changed to £25.

**989. To Receive Apologies for Absence:** None.

**990. Variation of Order of Business:** None.

**991. Declaration of Members Interests:** None.

**992. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded:** As listed on the agenda.

**993. Public Speaking.** County Councillor B Atkins would like to hear from anyone who has experienced problems with the ambulance service. She is endeavouring to improve pedestrian access which has been blocked by parked cars and is opposing an attempt by Derbyshire County Council to divert footpath 36. There is a petition for those wishing to object to plans at Arden Quarry (*a copy is in the office*). The 70<sup>th</sup> Anniversary of WW2 bombings in the area was well done and well attended. The Hayfield Educational Charity should have 2 Councillor trustees. (*Councillor M Jones is one but the other is still to be appointed.*)

Issues raised by members of the public included: objections to planning application HPK/2012/0307, co-options, the need for a public meeting to discuss HPK/2012/0307 and Arden Quarry.

**994. Council resolved to confirm** the Non-Confidential Minutes of the Parish Council Meeting held on 6<sup>th</sup> June 2012 as being a true and accurate record.

Council **resolved to confirm** the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 21<sup>st</sup> May 2012 as being a true and accurate record. .

**995. i) Planning Applications Received to 27th June 2012**

**a) HPK/2012/0307:** Hillcrest Homes, The Orchard, Swallow House Lane. 22 units, comprising units For Sale and Local affordable Housing. Council **resolved** to recommend the application be **REFUSED**. Council are concerned about the additional traffic the development will create which will jeopardise safety and request further information as to how this will be managed. Council would also like to point out that there is opposition to the development from residents on the grounds of design and access, and although not necessarily material planning concerns, they question the affordability of the housing and the need for more housing within Hayfield.

**b) HPK/2012/0326:** Mr I Grice. 45, Kinder Road, Hayfield: Proposed extension to Rear of Property. Council **resolved** to recommend the application be **APPROVED**.

**c) CW1/0512/15:** Casey Enviro Ltd. Birch Vale Quarry, Oven Hill Road, Birch Vale: Facility for the storage and treatment of green waste within the recycling area as Previously approved in permission CW1/0110/190. The green waste will be imported via Arden Quarry stockpiled and processed by sorting, screening, shredding, mixing and composting. The resultant material will be used for the restoration of the adjacent Arden Quarry landfill. Council **resolved** to recommend the application be **REFUSED**. Council are concerned that the operator of the site –'Casey Enviro Ltd' is not meeting their current obligations to run the site properly and no further permission should be given until they have rectified the situation and can prove over a period of time to be capable of running the site without further problems. They need to prove they are competent.

Council also feel that there is not enough detail given to enable them to consider the matter thoroughly.

What does the green waste consist of?

Is there a real understanding of what gases are escaping and what their effect is on the surrounding areas and residents?

- d) **NP/HPK/0612/0617:** Mr M Cranmer, 1, Park Crescent, Little Hayfield: Listed Building Consent – to replace existing 1960's top hung windows on first floor with timber sliding sash windows copied from an existing window. Council **resolved** to recommend the application be **APPROVED**.
- e) **HPK/2012/0352:** Mr Andrew Jones, Hazelhurst Farm, Valley Road, Hayfield: Listed building consent for new stone mullion triple window and replace 2 existing softwood windows with stone mullions. Council **resolved** to recommend the application be **APPROVED**.
- 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/2012/0112:** Mrs P Moore, 55a, New Mills Road, Hayfield. Proposed replacement of wooden frame windows with UPVC. **APPROVED**
- c) **NP/HPK/0312/0344:** Marl House Farm, Glossop Road, Little Hayfield. Erection of agricultural building. **PENDING**
- d) **NP/HPK/0412/0377:** Blackshaw Farm, Lane Head Road, Little Hayfield. Erection of orangery extension. **GRANTED CONDITIONALLY**
- e) **HPK/2012/0244:** Mr Shaw, The Bungalow, Vicarage Lane, Hayfield. Proposed demolition of conservatory and construction of single storey lean to extension. **APPROVED**
- f) **NP/HPK/0511/0476:** Bank Vale Paper Mill, Swallow House Lane, Hayfield. Resubmission of NP/HPK/0511/0400: change of use to convert vacant industrial units to form 9 open market dwellings. **PENDING**

**996. Chairperson of Council's Announcements.** The Chair read out a letter from Mr and Mrs Crompton thanking those organisations and individuals involved in the village's Diamond Jubilee celebrations. The Chair also suggested Council debate 'The Localism Bill' in September.

**997. Committee & Other Reports**

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

Councillor P Chapman reported that the website was continually being updated and improved but there was only so much additional information that could be added due to time constraints.

**b) The Council's Finances. Acting Clerk Sally Fuller**

The finances are in order and the budget is being followed. Unallocated funds are to be allocated to particular budgets. VAT has been reclaimed for May to June this year. The signatories on the bank accounts are now The Chair - Councillor A Ramwell, Vice Chair - Councillor P Chapman, Chair of Finance - Councillor E Hodgson and the Acting Clerk.

**998. Clerks Report on Matters for Decision**

**a) General Power of Competence Training for Clerk.**

Council **resolved** to allow the Acting Clerk to attend 'General Power of Competence Training' in August.

**b) Allocation of unallocated funds.**

Council **resolved** to allocate the £9958.61 unallocated funds thus:

Money already needed and not budgeted for and therefore taken from unallocated funds this month:

High Peak Tree Services: Tree Felling.	£650
Transfer for Broxap payment into Transitory budget	£545
(One bench payment was received last financial year when there was no 'transitory' budget.)	
Standard Industries Limited: Lamppost Inspection	£249.60

Suggested allocation of remaining unallocated funds:

Tree Work /Surveys	£2000
Office Salaries	£2000
Playground Equipment	£3000
Clerk's travel	£500
HMRC	£260
Subscriptions	£100
Play Inspections	£650
Total	£8510

Leaving £1448.61 to be used to repair the skatepark and / or added to the contingency fund.

**c) Replacement of Chestnut tree in Valley Road.**

Council **resolved** to replace the tree and **resolved** to find out if the National Trust or Peak District National Park Authority had any trees available.

**d) Memorial Square Queries / NALC response / what to do next.**

Council **resolved** to write to Rural Action Derbyshire (who did the accounts at the time) and Brian Wood (who was the internal auditor at the time) to ask if they could further explain the queries.

Council **resolved** to request a response within 30 days.

**e) Co-option of Councillor for Hayfield Town Ward.**

Council **resolved**, after a secret ballot, to co-opt Mrs Jackie Wilson.

**f) First Aid training.**

Council **resolved** to try and organise free first aid training for 8+ individuals courtesy of the British Red Cross.

**g) Police and Traffic Wardens (Councillor E Hodgson).**

Council **resolved** to contact the Police and Traffic Wardens to invite them to a Parish Council meeting to discuss parking issues in Hayfield.

**h) August Parish Council Meeting – cancel and have a summer break?**

Council **resolved** to cancel the August Parish Council Meeting.

**i) Adoption of Performance Appraisal Scheme.**

Council **resolved** to adopt the draft Performance Appraisal Scheme.

**j) Christmas (Councillor L Waterhouse).**

Council **resolved** to erect a tree on the cenotaph site as usual using a free tree provided by Councillor P Easter. Council also **resolved** to donate £150 to the village Christmas Committee to help provide better Christmas decorations throughout the village.

**k) The copyrights of the Pro Loco pictures (Councillor K Bevins).**

Council **resolved** to clarify who held the copyright of the pictures and resolved to allow the Village Hall use of the pictures to produce cards etc for fundraising so long as there was no problem with copyright.

**l) Improvements to Dungeon Brow.**

Council **resolved** to discuss this again in September when information had been received regarding what development if any the Council could undertake in this area.

**m) Playground Equipment (Councillor V Wieteska).**

Council **resolved** to convene a Recreation, Leisure and Tourism Committee Meeting to consider what work should be undertaken next in the playgrounds.

**n) Little Hayfield Jubilee Donations – request for clarification.**

Councillor M Dean reported that the Fell Racers Association had collected money from the fell runners taking part in the race and The Lantern Pike had organised a raffle which had raised £100 and this money has been put into the Little Hayfield Trust. Monies from this trust are used to provide permanent items of benefit to Little Hayfield.

**o) Room Hire costs and any reductions to be made.**

Council **resolved** to stop meeting at St John’s Church Hall.

**p) Proposed Clough Working Parties.**

Council **resolved** to approve working parties in The Clough to remove ‘rose bay willow herb’ on 21<sup>st</sup>, 28<sup>th</sup> July and 11<sup>th</sup> August. The Acting Clerk requested a list of volunteers taking part.

**999. DALC Circulars**

- Circular 25/12: The Localism Act
- Circular 26/12: DALC Training Courses
- Circular 27/12: New Standard regime - Code of Conduct
- Circular 28/12: Rights of Way / Auditor procurement / First Aid Provision
- Circular 29/12: Election of DALC President and Vice President
- Circular 30/12: ‘Right to Build’ Funding / I pads for Councillors / Allotment Forum
- Circular 31/12: NALC’s Template Code of Conduct’ for Parish Councils (final version)

**000. Reports from Representatives on Outside Bodies:-**

- a) Non-Ecclesiastical Charities.** The next meeting is in October.
- b) Hayfield Educational Charity.** Councillor E Hodgson is concerned that issued raised previously have still not been resolved.
- c) Hayfield Allotment Society.** The next meeting will be on Tuesday 10<sup>th</sup> July.
- d) Hayfield Community Sports Club.** All meetings have been postponed until further progress is made in the purchase of Bank Vale field.
- e) The Village Hall.** The Village Hall is looking to promote more usage of the hall and to raise funds.

**001. Items for Information: (All information on file in the Council Office)**

**a) Contracted Maintenance Assistant**

Council wish to contract a Maintenance Assistant for 10 hours a week. Further details from the Acting Clerk. Applications to be in by 20<sup>th</sup> July.

**002. Finance** Payments approved by the Finance Committee on 21<sup>st</sup> June 2012.

**a) Invoices for Payment**

Cheque No.	Payable To	Items	Budget	Amount
102853	Running IMP International Sports Ltd	Part payment for Jubilee mugs. (Payment approved by Councillors KB, AR, MJ, PE and LW on 8/11.06.12)	S137	444.00
102854	Carham Garden Maintenance	Garden maintenance. (Payment approved by Councillors KB, PC, EH, VW	Contracted / tendered work, Parks and Spaces	314.50

		and AR on 11.06.12)		
102855	Employee#1	May Wages	Salary Gardener 1	283.40
102856	Employee#2	May Wages	Clerk, Office Salaries	1267.46
102857	Cleaner	Cleaning on 07.06.12	Cleaning	6.00
102858	Hayfield, St John's Methodist Church	Room hire on 09.05.12 and 23.05.12	Room Hire	40.00
102859	Hotline Signs	2 A4 signs for skatepark	Materials, Parks and Spaces	69.60
102860	Standard Industries Limited	Lighting column inspection	Unallocated funds	249.60
102861	Mr M Dean	Little Hayfield Jubilee expenses	S137	151.11
102862	Kendal Trophies	Medals and ribbons (Little Hayfield Jubilee)	S137	63.60
102863	Mr J Pope, The Civic Trust	Construction of the Jubilee Archway	S137	515.09
<b>Total</b>				<b>£3404.36</b>

**b) Payments Received up to 27<sup>th</sup> June:**

Cheque no.	Payee	Items	Amount
BACS	Santander	Interest on bank account 03009300 02.05.12	1.29
BACS	Santander	Interest on bank account 03009300 01.06.12	1.34
301978	HPBC	Jubilee grant	300.00
<b>TOTAL</b>			<b>£302.63</b>

**Bank Balances on 27<sup>th</sup> June 2012:** Deposit Account: £15,721.40 Current Account: £ 77,991.72

Our total funding is £91,288.16, comprising £75,566.76 current account balance and £15,721.40 deposit account balance.

To this total must be added the second half of our Precept, amounting to £21,762.50 and further expected income for the year of £1,404.26, making a grand total of £114,454.92.

Of this total, £52,558.54 is Allocated Funds for the current financial year, £16,500.00 is Reserves (NALC recommendations being between 3 months expenditure and half the amount of the Precept) and £36,234.08 is Restricted Funds. The remainder, amounting to £9,658.61, is Unallocated Funds (excluding Transitory items).

**003. 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) Contracts for Playground Inspections.**

Council **resolved** to request 'Digley Associates Ltd' to undertake the Council's annual and quarterly playground inspections.

**b) Council employee pensions**

Council **resolved** that Councillor P Chapman would seek further advice re: stakeholder pensions from Mr P Sugden.

**c) Replacement of Memorial Square lights**

Council **resolved** to defer a decision until a quote has been received.

**d) Acting Clerks holiday**

Council **resolved** to allow the Acting Clerk 5 days holiday in September and another day on 31<sup>st</sup> December 2012.

**e) Appointment of a Clerk / Benchmarking**

Council **resolved** to accept the benchmark wage for a Clerk at Hayfield (£22,221 - £24,646) and advertise for a permanent Clerk during August.

**f) Replacement of goalposts on Valley Road**

Council **resolved** to defer a decision until quotes have been received.

The meeting finished at 9.30 pm.