

# Hayfield Parish Council

Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP  
Tel. 01663 744550. Email: clerk@hayfield-pc.gov.uk  
www.hayfield-pc.gov.uk

28<sup>th</sup> November 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 5<sup>th</sup> December 2012** in The Village Hall, Hayfield.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheets for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

*Sally Fuller*

Sally Fuller

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 in respect of items other than Disclosable Pecuniary Interests 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 for matters other than Disclosable Pecuniary 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 item ... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."

- 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 an interest other than a Disclosable Pecuniary 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> November 2012. (Document enclosed)  
**To Confirm the Non-Confidential Minutes** of the Planning Committee Meeting held on 7<sup>th</sup> November 2012. (Document enclosed)  
**To Confirm the Non-Confidential Minutes** of the Little Hayfield Advisory Committee Meeting held on 19<sup>th</sup> November 2012. (Document enclosed).  
**To Confirm the Non-Confidential Minutes** of the Finance Committee Meeting held on

- 22<sup>nd</sup> November 2012. (Document enclosed)
- 7 i) **Planning Applications Received to 28<sup>th</sup> November 2012.**
- a) **NP/HPK/0912/0940:** Hill House Farm, Kinder, Hayfield: – addition of three velux roof windows to rear (north) roof slope of farmhouse, to introduce natural light into the rear of the property. **WITHDRAWN**  
**NP/HPK/0912/0941:** Listed Building Consent for same development.
- b) **NP/HPK/1012/1077:** 3, Glossop Road, Little Hayfield: removal of a section of wall at the front of the house to allow access for a motorcycle.
- c) **HPK/2012/0491:** Mr Martin Aston, Bloor Homes Ltd: land to the rear of The Orchard, Swallow House Lane, Hayfield: Proposed New Build construction of 21 units for sale and local affordable housing.
- d) **HPK/2012/0623:** Mr Stephen Williams, 12, Chendre Close, Hayfield. Proposed 2 storey rear extension.
- e) **NP/HPK/1112/1156:** Blackshaw Farm, Lane Head Road, Hayfield: To remove an existing single storey extension on the south west elevation, provide three small single storey extensions to the southwest elevation and provide a small balcony to the first floor of the northeast elevation.
- ii) **Planning Application Decisions (by High Peak Borough Council or Peak District National Park Authority):**
- a) **HPK/2012/0546: Mr and Mrs Darren and Naomi Greaves, 20, Highgate Road,** Hayfield. Proposed single storey rear extension. **APPROVED**
- b) **Appeal against refusal of Listed Building Consent – HPK/2012/0061:** proposed two storey extension at 135, Bank End Farm, Kinder Road, Hayfield. SK22 2LE. **REFUSED**
- c) **HPK/2012/0550:** Mr and Mrs Martin and Elaine Parsons, 7, Meadows Road, Hayfield. Rear extension and front porch. **PENDING**
- d) **NP/HPK/0912/0970:** Oak Bank, Kinder Road, Hayfield. New stable and feed store. **APPROVED CONDITIONALLY**
- e) **HPK/2012/0596:** Mr and Mrs H Hallam, Westwood Cottage, New Mills Road, Birch Vale. Proposed single storey extension to form orangery and replace existing conservatory. **PENDING**
- f) **HPK/2012/0491:** Mr Martin Aston, Bloor Homes Ltd. Land to the rear of The Orchard, Swallow House Lane, Hayfield. Proposed new build construction of 21 units for sale and local affordable housing. **PENDING.**
- g) **NP/HPK/0712/0773:** Mr J McPherson, Heybarn Farm, Glossop Road, Little Hayfield. SK22 2NR. The proposed works entail the addition of a second storey to an existing single storey extension to create additional bedrooms and en suite bathroom unit. **PENDING.**
- h) **HPK/2012/0422:** Mr P and Mrs S Coverley, Meadows Farm, Ridge Top Lane, Hayfield. Proposed barn conversion (part retrospective). **APPROVED**
- i) **NP/HPK/0612/0638:** Monks Road, Glossop. Siting of temporary buildings and cultivation of private non-commercial vegetable growing plot, comprising: screen fencing and planting, tool shed / rest room and greenhouse. **PENDING.**
- j) **NP/HPK/0712/0714:** Mr K Scowcroft, Chinley Moor House, Chapel Road, Hayfield. Restoration of barn and change of use to a camping barn. **APPROVED CONDITIONALLY**
- k) **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. **PENDING.**
- l) **NP/HPK/0512/0476:** 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.**
- 8 **Chairperson of Council's Announcements.**
- 9 **Committee & Other Reports**
- a) The Council Website (Councillors P Chapman and K Bevins)
- b) The Council's Finances. Acting Clerk Sally Fuller
- 10 **Clerks Report on Matters for Decision**
- a) Appointment of 5 Representative Trustees for the Non Ecclesiastical Charities for 3 years.
- b) Litter bin for Middlefields Path.
- c) Interim Decisions
- d) NALC Legal Topic Note 32 para 54: VAT. Council to decide advice to follow.

- e) Peak District National Park Local Development Plan Consultation
- f) National Trust High Peak Moors Vision and Plan Consultation
- g) Purchase of The Charity Trustees Handbook £11.95
- h) Council Tax Benefit Changes – have your say.
- I) Councillor Initiative Fund / Councillor D Mellor and proposal from HCSC
- j) Disclosable Pecuniary Interest, Dispensations and Precept setting
- k) Timberplay / Cross Scales Payment of outstanding invoice and replacement or repair of equipment.
- l) Housing Strategy Meeting on 13<sup>th</sup> December
- m) Delegated powers of the Clerk - change to Financial Regulations?
- n) Any action necessary re: Pump Park proposal
- o) Proposal to purchase software for new office computer when purchased.
- p) Stone wall repairs around The Clough
- q) Proposal for agenda item: 'Actions undertaken by the Clerk'
- r) Bank Vale
- s) £25,000 grant from Hayfield Educational Charity.
- t) Recommendations for reallocation of any budgeted monies unspent.
- u) Next years budget. Draft proposals for discussion. Items to be included.
- v) Proposal to provide ipads for Councillors.
- w) Orchard Project: Purchase of Fruit bushes
- x) Little Hayfield Traffic Meeting / Parish Council noticeboard and any other action

**11 DALC Circulars**

**Circular 45/12:** Disclosable Pecuniary Interest, Dispensations and Precept setting

**Circular 46/12:** Localism, PAYE, Transparency, Planning Appeals, Funding

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

- a) Non-Ecclesiastical Charities
- b) Hayfield Educational Charity
- c) Hayfield Allotment Society
- d) Hayfield Community Sports Club
- e) The Village Hall
- f) Arden Quarry
- g) Dungeon Brow Working Party

**13 Items for Information:** (All information on file in the Council Office) None

**14 Finance**

**a) Invoices for Payment approved by the Finance Committee on 22<sup>nd</sup> November 2012.**

Cheque No.	Payable To	Items	Budget	Amount (£)
102933	HMRC	PAYE for September	HMRC	203.80
102934	CANCELLED			
102935	Employee# 2	Expenses	Parks and Spaces / travel	10.81
			Parks and spaces / Materials and running costs	8.99
102936	Maintenance Contractor	Payment for work in October	Parks and Spaces / Contracted and tendered work	84.00
102937	M Bagshaw	Concrete goal post sockets into ground	Restricted funds / Valley Road goalposts	515.00
102938	Employee # 1	Expenses	Clerk / travel	57.10
			Office expenses / running costs	2.99
102939	Cleaner	Cleaning office on 01.11.12	Cleaning	6.00
102940	Wild About Gardens / Chris Wild	Gardening in Old School Field	Parks and spaces / contracted and tendered work	35.00
102941	The Village Hall	Donation to Christmas Committee towards tree lighting	Section 137	120.00
102942	Employee # 2	October wages	Parks and Spaces/ wages Gardener 1	298.54
102943	Employee # 1	October wages	Office / Clerks wages	1143.91

102944	Hayfield Parochial Church Council	Donation for Christmas Tree Festival for St Matthews` Church	Section 137	10.00
102945	CommuniCorp	Subscription to Clerks and Councils Direct (print edition only)	Subscriptions	75.00
102946	S Fuller	Purchase of LED Twinkle White 180 lights for office tree	Village Amenities / Christmas Tree lights	19.99
102947	Carham Garden Maintenance	Contracted gardening work during October	Parks and Spaces / Contracted and Tendered Works	342.15
102948	Hayfield Village Hall	Room hire on 3 <sup>rd</sup> October	Allowances and expenses / Room Hire	15.00
102949	HMRC	PAYE for October	HMRC	436.44
<b>TOTAL</b>				<b>£3384.72</b>

**b) Payments Received up to 28<sup>th</sup> November 2012:**

Cheque no.	Payee	Items	Amount
BACS	Santander	Interest on bank account 003009300 01.11.12	1.34
000463	The Village Hall	Payment for 18 strings of Christmas lights	647.78
022001	Mrs DM Birch Mr J Birch	Allotment rent for plot 13b for 2013. (Early payment)	12.00
<b>TOTAL</b>			

**Bank Balances on 31<sup>st</sup> October 2012:** Deposit Account: £15,728.00

Current Account: £87,386.60

Our present total funding is £101,061.87 comprising £85,333.87 current account balance and £15,728.00 deposit account balance. From this must be deducted £647.78, being transitory items, leaving £100,414.09 total available funds. The total remaining budget is £101,491.70, comprising of £44,276.01 allocated funds, £16,928.61 reserves, £40,287.08 restricted funds and 0 unallocated funds. The difference between these two figures is £1,077.61 formed by the addition of excess income of -£858.86 and the deduction of VAT paid this year (recoverable) of £1936.47.

**15 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) Memorial square queries / letter to NALC**