

Hayfield

Parish Council

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Minutes of the Parish Council Meeting held on 5th December 2012

at 7.15pm in the Village Hall.

Present: Councillors A Ramwell (Chair), M Jones, P Chapman (Vice Chair), P Easter, J Wilson, V Wieteska, K Bevins and M Dean.

In Attendance: Clerk, Sally Fuller

Also present: 3 members of the public.

079. To Receive Apologies for Absence: County Councillor B Atkins, Councillor L Waterhouse (another meeting) and Councillor E Hodgson (family commitment).

080. Variation of Order of Business: None.

081. Declaration of Members Interests: None.

082. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded: None.

083. Public Speaking. Issues raised: request for gully cleaning on Highgate Road and sweeping of slippery leaves from Persimmon Bridge approach.

084. Council RESOLVED to confirm the Non-Confidential Minutes of the Parish Council Meeting held on 7th November 2012.

Council **RESOLVED** to confirm the Non-Confidential Minutes of the Planning Committee Meeting held on 7th November 2012.

Council **RESOLVED** to confirm the Non-Confidential Minutes of the Little Hayfield Advisory Committee Meeting held on 19th November 2012.

Council **RESOLVED** to Confirm the Non-Confidential Minutes of the Finance Committee Meeting held on 22nd November 2012.

085.i) Planning Applications Received to 28th 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 **WITHDRAWN**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.

Council **RESOLVED** to recommend the application for **APPROVAL**.

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.

Council **RESOLVED** to recommend the application for **APPROVAL**.

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.

Council **RESOLVED** to recommend the application for **APPROVAL**.

d) **HPK/2012/0623:** Mr Stephen Williams, 12, Chendre Close, Hayfield. Proposed 2 storey rear extension.

Council **RESOLVED** to recommend the application for **APPROVAL**.

e) **NP/HPK/1112/1156:** Blackshaw Farm, Lane Head Road, Hayfield: To remove an existing single storey extension on the southwest elevation, provide three small single storey extensions to the southwest elevation and provide a small balcony to the first floor of the northeast elevation.

Council **RESOLVED** to recommend the application for **APPROVAL**.

ii) Planning Application Decisions (by High Peak Borough Council or Peak District National Park Authority):

a) **HPK/2012/0546:** 20, Highgate Road. **APPROVED**

b) **Appeal against refusal of Listed Building Consent – HPK/2012/0061:** Bank End Farm. **REFUSED**

c) **HPK/2012/0550:** 7, Meadows Road. **PENDING**

d) **NP/HPK/0912/0970:** Oak Bank, Kinder Road. **APPROVED CONDITIONALLY**

e) **HPK/2012/0596:** Westwood Cottage, **PENDING**

f) **HPK/2012/0491:** Bloor Homes Ltd. Land to the rear of The Orchard, Swallow House Lane, **PENDING**.

g) **NP/HPK/0712/0773:** Heybarn Farm. **PENDING**.

- h) **HPK/2012/0422:** Meadows Farm, **APPROVED**
- i) **NP/HPK/0612/0638:** Monks Road, Glossop. **PENDING.**
- j) **NP/HPK/0712/0714:** Chinley Moor House **APPROVED CONDITIONALLY**
- k) **CW1/0512/15:** Casey Enviro Ltd. Birch Vale Quarry, **PENDING.**
- l) **NP/HPK/0512/0476:** Bank Vale Paper Mill. **PENDING.**

086. Chairperson of Council's Announcements. None.

087. Committee & Other Reports

- a) **The Council Website (Councillors P Chapman and K Bevins)** Nothing to report.
- b) **The Council's Finances. Acting Clerk Sally Fuller**

The Clerk provided a summary of spending so far this financial year.

089. Clerks Report on Matters for Decision

- a) **Appointment of 5 Representative Trustees for the Non Ecclesiastical Charities for 3 years.** Council **RESOLVED** to appoint Councillors J Wilson and M Jones. Councillor A Ramwell and B Betts stood down.
- b) **Litter bin for Middlefields Path.** Council **RESOLVED** to purchase a metal 'trimline 50' post mounted bin (£168.72) once any necessary permission was received.
- c) **Interim Decisions** Council **RESOLVED** to accept that decisions can only be made at Parish Council Meetings unless in an emergency. In emergency situations Council **RESOLVED** to change Standing Orders to formally recognise that in such circumstances, the Clerk should contact Councillors and act on a majority decision (half the number of Councillors plus 1)
- d) **NALC Legal Topic Note 32 para 54: VAT. Council to decide advice to follow.** Council **RESOLVED** to accept the advice given in this Legal Topic Note.
- e) **Peak District National Park Local Development Plan Consultation** Council **RESOLVED** to raise no objections to the proposals.
- f) **National Trust High Peak Moors Vision and Plan Consultation.** Council **RESOLVED** to raise no objections to the proposals.
- g) **Purchase of The Charity Trustees Handbook £11.95.** Council **RESOLVED** to buy the book.
- h) **Council Tax Benefit Changes – have your say.** Council **RESOLVED** to not to comment
- i) **Councillor Initiative Fund / Councillor D Mellor and proposal from HCSC.** Council **RESOLVED** to request funding for improvements to the football field in Valley Road
- j) **Disclosable Pecuniary Interest, Dispensations and Precept setting.** Council **RESOLVED** that any individual Councillor could request a dispensation from the Clerk if they felt it necessary.
- k) **Timberplay / Cross Scales Payment of outstanding invoice and replacement or repair of equipment.** Council **RESOLVED** to pay for repairs done so far on equipment apart from the cross scales amounting to ££2817.36. Timberplay will remove any new parts recently fitted to the cross scales. Councillor Easter offered to remove the remaining cross scale equipment and Council **RESOLVED** to investigate replacement equipment to be in place by the Spring.
- l) **Housing Strategy Meeting on 13th December.** Nothing was discussed.
- m) **Delegated powers of the Clerk - change to Financial Regulations?** Council **RESOLVED** to change Financial Regulation 3.5 to allow the Clerk to purchase items up to £250 without prior Council consent so long as money spent is within budget and reported to Council at the next meeting.
- n) **Any action necessary re: Pump Park proposal.** No further resolutions necessary presently.
- o) **Proposal to purchase software for new office computer when purchased.** Council **RESOLVED** to purchase software if not provided with the new computer so long as within budget.
- p) **Stone wall repairs around The Clough.** Council **RESOLVED** to seek quotes for contracted work to repair walls at the bottom of Slack Lane rather than the top. Clerk commented on the difficulty in acquiring quotes. John Mellor to be asked to quote.
- q) **Proposal for agenda item: 'Actions undertaken by the Clerk'.** Council **RESOLVED** to add this item to the agenda.
- r) **Bank Vale.** Nothing to report. Nothing discussed.
- s) **£25,000 grant from Hayfield Educational Charity.** Nothing to report. Nothing discussed.
- t) **Recommendations for reallocation of any budgeted monies unspent.** Council **RESOLVED** to use money budgeted for 'Gardener 2' to double the amount of contracted work until the end of the financial year. £2000 will be vired from other 'unused' budgets into a budget for works at Dungeon Brow.
- u) **Next years budget. Draft proposals for discussion. Items to be included.** Council **RESOLVED** that Councillors P Chapman and J Wilson should meet with the Clerk and put together proposals to present to the Finance Committee on 20th December.
- v) **Proposal to provide ipads for Councillors.** Council **RESOLVED** to calculate the time and money taken communicating on paper to see whether purchase of tablets could be financially justified.
- w) **Orchard Project: Purchase of fruit bushes.** Council **RESOLVED** to pay up to £200 for fruit bushes to be planted by the library with money from the 'Orchard Project' budget – bushes being more expensive than initially expected.
- x) **Little Hayfield Traffic Meeting / Parish Council noticeboard and any other action.** Council **RESOLVED** to move the noticeboard to aid road site lines.

090. DALC Circulars:

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

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

091. Reports from Representatives on Outside Bodies:-

- a) **Non-Ecclesiastical Charities.** Monies for this year are being distributed.
- b) **Hayfield Educational Charity.** The Charities' accounts are being sorted.
- c) **Hayfield Allotment Society.** Nothing reported.
- d) **Hayfield Community Sports Club.** Nothing reported.
- e) **The Village Hall.** Nothing reported.
- f) **Arden Quarry.** The quarry's operator was recently fined £10,000 plus £10,000 costs for construction work undertaken without Environment Agency approval.
- g) **Dungeon Brow Committee.** The committee intend to meet with Civic Trust members in the near future.

092. Items for Information: None

093. Finance:

a) **Invoices for Payment approved by the Finance Committee on 22nd 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 rd October | Allowances and expenses / Room Hire | 15.00 |
| 102949 | HMRC | PAYE for October | HMRC | 436.44 |
| TOTAL | | | | £3384.72 |

b) Payments Received up to 28th 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 |
| TOTAL | | | £661.12 |

Bank Balances on 28th November 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.

094. 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.”

(Councillor J Wilson left the meeting before Part 2 at 9.05pm)

a) Memorial square queries / letter to NALC

Council **RESOLVED** to write to Councillors serving when the Memorial Square project was undertaken and ask them whether they were aware of the apparent project overspend, the bank account being overdrawn, the large transfers of money between accounts and whether they could help explain the minuted £26,950 grant funding which was never paid in to Council accounts.

The meeting finished at 9.30 pm.