

27th November 2013

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 4th December 2013 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.

K. Bradshaw

Keith Bradshaw
Clerk to Hayfield Parish 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 (i.e. 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 receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.**
- 5 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."

- 6 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.

- 7 **To Confirm the Minutes** of the Parish Council Meeting held on 6th November 2013
- To Confirm the Minutes** of the Finance Committee Meeting held on 21st November 2013.
- 8 **PLANNING**
To consider the following Planning Applications:-
- NP/HPK/1013/0956 – Hallot Hey Farm, Primrose Vale, Little Hayfield**
Proposed two storey extension to existing dwelling.
- HPK/2013/0605 – Mr Euan Munro, Blue Grass Purple Cow, St Johns Methodist Church, New Mills Road, Hayfield**
Proposed illuminated sign
- HPK/2013/0573 – Miss Molly Whittall, 4 Church Street, Hayfield**
Listed building consent for replacement of three existing windows to the rear of the property.
- NP/HPK/1113/1015 – Carr Meadow Cottages, Glossop Road, Little Hayfield.**
Conversion of number 2 Carr Meadow Cottages to form a separate planning unit holiday let.
- 9 **Chairman of Council's Announcements.**
- 10 **Committee & Other Reports**
a) Little Hayfield Liaison Advisory Committee
b) Recreation and Leisure Committee
c) Allotments
d) Dungeon Brow working group
- 11 **Clerks Report**
Items for decision are included elsewhere in the agenda
- 12 **Playground Inspection Report**
To consider the Playground Inspection report and issues arising
- 13 **DALC Circulars**
To note the following circulars received from DALC which have been circulated to all members
Circular 21/2013 - December Drop In Surgery – DALC; Erewash Physical Activities Survey; Localised Council Tax Support Arrangements; Sustainable Communities Act; Good Neighbour Schemes
Circular 22/2013 - DALC Drop-In Surgery; Clerk Induction Training; Certificate in Local Council Administration – 2 day Training Course; Councillor Induction Training; DALC Spring Seminar; Revised Model Standing Orders; DALC contact telephone numbers; Clerk/RFO Vacancies
- 14 **Reports from Representatives on Outside Bodies:-**
a) Non-Ecclesiastical Charities
b) Hayfield Educational Charity
c) Hayfield Community Sports Club
d) The Village Hall
e) Arden Quarry
- 15 **Items for Information:** (All information on file in the Council Office)
- 16 **County Archive**
To consider depositing old important documents with the County Archive in Matlock
- 17 **Standing Orders, Financial Regulations and Council's Risk Assessment**
To consider establishing a working group to review these documents and report back to Council.

24 Finance

a) To confirm Payments approved by the Finance Committee on 21st November 2013

Cheque No	Payee	Description	Amount
3205	Christmas Jubilee Fund	Donation	£152.00
3206	M Markovitz Ltd	Rock Salt	£204.00
3207	Morrall Play Services	Playground Inspections	£354.00
3208	David G Ross Ltd	Winter pansies & compost	£138.45
3209	SAGE (UK) Ltd	Payroll program & Support for accounts	£296.40
3210	Severn Trent Water Ltd	2 nd Instalment	£65.04
3211	Hayfield Village Hall	Room Hire	£15.00
3212	Cancelled		£0.00
3213	M Dean	Reimbursement for Christmas Lights, Little Hayfield	£75.95
3214	Christopher Wild	Contract Maintenance	£370.00
3215	Carham Garden Maintenance	Contract Maintenance	£307.93

b) To note payments Received up to 21st November 2013

Date	Details	Description	Amount
19/11/13	DCC Gas for Library	Paid in error in June	£50.13
01/11/13	Co-operative Bank	Interest deposit account	£6.86

b) To note the Council's Bank Balances on 21st November:-

Current Account	£32,076.62
Deposit Account	£80,800.38
Total	£112,877.00

c) To confirm £150.00 be donated for refreshments at the Christmas Lights lighting ceremony as the May Queen committee is unable to do this this year.

To confirm that the British Legion be reimbursed with £60.00 being the cost of the band for Remembrance Day 2012 which they have paid.

To confirm the Council's donation for the Turner Wright party be increased to £250.00 this year.

25 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.’

There are no items which require the press and public to be excluded.

26 Date of next meeting

The next meeting is scheduled to be held on Wednesday 8th January 2014