



Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
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30th April 2014

To: The Members of Hayfield Parish Council

Dear Councillor,

You are summoned to attend the

Annual Meeting of Hayfield Parish Council

to be held at **7.00pm** on

Wednesday 7th May 2014 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 Elect a Chairman for the ensuing year 2014/2015**
- 2 Chairman's Acceptance of Office**
- 3 To Elect a Vice Chairman for the ensuing year 2014/2015**
- 4 Vice Chairman's Acceptance of Office**
- 5 Welcome Councillor Derek Clarke**
- 6 To Receive Apologies for Absence.**
- 7 Variation of Order of Business**
- 8 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.

- 9 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.**
- 10 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."

11 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.

12 To Confirm the Minutes of the Extraordinary Meeting of the Parish Council Meeting held on 27th March 2014

To confirm the Minutes of the Parish Council Meeting held on 2nd April 2014

To Confirm the Minutes of the Finance Committee Meeting held on 17th April 2014

13 Appointments to Committees

- a) Finance Committee
- b) Recreation, Leisure and Tourism Committee
- c) Dungeon Brow Working Group
- d) Valley Road Park Working Group
- e) Office Management Committee

14 Appointment of Representatives to outside bodies

- a) Little Hayfield Advisory Committee
- b) Allotments Society
- c) Hayfield Community Sports Club
- d) Non Ecclesiastical Charities
- e) Hayfield Educational Charity
- f) The Village Hall
- g) Arden Quarry Liaison Group
- h) Hayfield Quarry Liaison Group

15 Calendar of Meetings 2014/15

Council to consider and approve the Calendar of meetings for the ensuing year which has been circulated

16 PLANNING

Council to consider the following Planning applications:-

NP/HPK/0214/0211

Chinley Moor House, Chapel Road, Hayfield

Change of use of first floor to existing ancillary accommodation and garage building to create accommodation to be occupied as either an annex or holiday let ancillary to Chinley Moor House

HPK/2014/0047

Mrs S Lowe, St Matthews Church, Church Street, Hayfield

Community Garden to the rear of the Church for play, exercise, relaxation and reflection.

HPK/2014/0059

Ms C Hughes, 13 – 15 Weavers Houses, The Penthouse, Kinder Road

Listed Building consent for 1 x gas boiler flue & 2 x roof extractor tile vents in the rear roof elevation. 1 x extra velux window in rear roof elevation

HPK/2014/0072

Mr N Wiesteska, 21 Kinder Road, Hayfield

Listed building consent for installation of 460mm x 460mm velux sun tunnel on rear roof of existing house

HPK/2014/0083

Mr E Munro Blue Grass Purple Cow, St Johns Methodist Church, New Mills Road, Hayfield

Proposed separation of the old church hall from the church site with a stone wall and develop the nursery facility including external works

HPK/2014/0115

Mr & Mrs A & M Williams, The Builders Storage Yard, Moorland Road, Birch Vale
Proposed detached house

HPK/2014/0126

Mrs A Fraser, 135 Bank End Farm, Kinder Road, Hayfield

Listed building consent for gazed hardwood sliding folding doors and two additional windows to the east gable wall, together with some minor internal changes to provide a kitchen/dining area and lobby. In addition, permission is sought for two conservation roof lights in the rear roof slope.

17 Chairman of Council's Announcements.

18 Committee & Other Reports

- a) Recreation and Leisure Committee
- b) Allotments Society
- c) Dungeon Brow Working Group

19 Clerks Report

20 DALC Circulars

To note the following circulars received from DALC which have been circulated to all members:-

Circular 08/2014 - DALC E-mail contact; DALC Membership Services; Employment Allowances; Locum Clerk; DALC Constitution; BBC1 – HOME SWAP; Clerk/RFO Vacancies

Circular 09/2014 - DALC Annual Executive Meeting & AGM; SLCC/DALC joint event "Clerks and RFOs Networking Lunch"; Local Government Pensions – LGPS; Clerk Induction Training; Playground Inspection Training – led by RoSPA Playsafety; Neighbourhood Planning; Parishes in bid to light up new community powers; Making Localism work; Statutory Sick Pay refund abolished from 6 April 2014; Vacancies

21 Reports from Representatives on Outside Bodies:-

- a) Little Hayfield Advisory Committee Non-Ecclesiastical Charities
- b) Allotments Society
- c) Hayfield Community Sports Club
- d) Non Ecclesiastical Charities
- e) Hayfield Educational Charity
- f) The Village Hall
- g) Arden Quarry Liaison Group
- h) Hayfield Quarry Liaison Group

22 Items for Information: (All information on file in the Council Office)

23 WW1 Commemorations

24 Insurances Renewal

Council to consider renewing the Insurance Cover per the renewal quotation circulated

25 Appointment of Internal Auditor

Council to confirm the appointment of Liz Boswell, Clerk to Dronfield Town Council internal Auditor for the Accounts of the Council.

26 Accounts for the Financial Year Ended 31st March 2014

Council to approve the Annual Return Accounting Statement, The Income and Expenditure Statement and Balance Sheet for the financial year ended 31st March 2014

27 Internal Auditor's Report for the Financial Year Ended 31st March 2014

Council to consider the Internal Auditor's Report for the Financial Year Ended 31st March 2014.

28 Annual Governance Statement

Council to consider the Annual Governance Statement for the Financial Year Ended 31st March 2014

29 Housing Needs Survey

Council to consider the requests from High Peak Borough Council and the Peak Park Planning Authority to confirm the following sites as planning possibilities. Land adjacent to Birchall Close, Birch Vale; Land off Fairy Bank Crescent and Land off New Mills Road.

30 Finance Committee

a) To confirm Payments approved by the Finance Committee on 17th April 2014

Cheque No	Payee	Description	Amount
3291	Cancelled	Cancelled	£0.00
3292	Derbyshire County Council	Grounds Maintenance	£1,499.40
3293	Peak Park Parishes Forum	Subscription	£16.00
3294	Rural Action Derbyshire	Play Area Training	£40.00
3295	L Bancroft	Return of Allotment Deposit	£6.00
3296	K Gillott	Return of Allotment Deposit	£6.00
BACS001	D.A.L.C.	Subscription 2014/15	£604.67
BACS002	High Peak Borough Council	Trade Waste	£349.19
BACS003	M Markovitz	Bowsaw Blade	£6.60
BACS004	Senior Building Supplies	Top Soil Bulk bag	£70.08
BACS005	Severn Trent Water	Water Charges first half	£66.92
BACS006	Hayfield Village Hall	Room Hire	£15.00
BACS007	M Bagshaw	Walling Repairs Little Hayfield	£1,950.00
BACS008	D.A.L.C.	Spring Conference Delegate	£35.00
BACS009	Chris Wild	Contract Maintenance	£250.00
BACS010	Carham Garden Maintenance	Contact Maintenance	£355.17
Items after Finance Committee Meeting			
BACS011/012	Employees	April Salaries	£1,191.07
BACS013	HMRC	PAYE/NIC April	£341.65
BACS014	AK Products, Peartrees Print	Leaflets	£400.00
BACS015	Elizabeth Boswell	Internal Auditor	£109.89
BACS016	Preassign	Bowen Interpretation Board	£990.00
BACS017	Senior Building Supplies	25kg Stone	£7.68
BACS018	Viking	Brother Printer and cartridges	£219.50

b) To note the Council's Bank Balances on 30th April :-

The first half of the Precept and Council Tax Support Grant, The Parks Grant and the first payment from Company Productions have been received and are included in the figures below:-

Current Account £ 20,913.37
 Deposit Account £ 120,833.80
 Total £ 141,747.17

c) To consider the recommendation the following Grants be paid:-

1) Hayfield Village Hall – £600.00 towards the cost of the new kitchen

- 2) St Matthews Church – £ 1,000.00 for repairs to the clock
- 3) Hayfield Civic Trust – £250.00 Pro Loco 2014 Prize and £75.00 for the framing of last year's winning picture

d) Financial Regulations

To consider the recommendation that the paragraphs in the new model Financial Regulations relating electronic payment of accounts be adopted and incorporated into Hayfield Parish Council Financial Regulations

- e) To consider that the sum of £60,000 be deposited in a higher interest account - the Santander Corporate Bonus Account.

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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.’

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New swing – Lea Road Play Area

Council to consider quotations received for the provision of a new swing at Lea Road Play Area

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Bunting

Council to consider the quotations received for bunting