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To: The Members of Hayfield Parish Council

29<sup>th</sup> June 2023

You are summoned to attend the extraordinary meeting (in lieu of cancelled meeting 05/07/2023) of Hayfield Parish Council to be held at **7-15pm** on **Wednesday 12th July 2023** at **Crosby Room, St Matthews Church, Hayfield**

[A.E.M.Barker](#)

Andrew Barker, Clerk to the Council and Responsible Financial Officer

Meetings open to the public may be recorded by representatives of the media or members of the public (but live oral commentary is not permitted). Any persons intending to record this meeting are requested not to film the public seating area, and to respect the wishes of members of the public who have come to speak but do not wish to be filmed. The Chair of the meeting may ask people to stop recording and leave the meeting if they act in a disruptive manner.

## AGENDA

- 1. To receive apologies for absence.**
- 2. Variations of order of business**
- 3. Declaration of members' interests**
- 4. To receive and, if appropriate, approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest**  
Where a member indicates that they have a Disclosable Pecuniary interest but wish to make representations regarding the item before leaving the meeting, those representations must be taken under agenda item 6c
- 5. To determine which Agenda items, if any, should be taken with the public excluded**  
If the Council decides to exclude the public, it will be necessary to pass the following resolution: 'That, in view of the confidential nature of item ....., the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.'
- 6. Public Speaking – (10 minutes max)**
  - a. A period of not more than ten minutes will be available for a Police Officer, County Councillor or District Councillor to comment on any relevant matter.

- b. A period of not more than ten minutes will be available for members of the public to comment on any relevant matter.
- c. Parish Councillors declaring a Disclosable Pecuniary Interest who wish to make representations or give evidence under the Code of Conduct relating to the relevant Agenda item shall do so.

**7. Minutes of previous meetings**

- 1. To confirm the minutes of the Council meeting of 7<sup>th</sup> June 2023
- 2. To confirm the minutes of the Extraordinary Council meeting of 16<sup>th</sup> June 2023
- 3. To note the minutes of the Finance Committee of 21<sup>st</sup> June 2023

**8. Chair's announcements**

**9. Clerk's report**

**10. Planning** To consider application

- a. HPK/2023/0242 – 17 Kinder Road, Hayfield – Re Roofing works to building
- b. Any items received after the publication of this agenda that are time limited to comment on

**11. Grant/Donation Application – St Johns Church – Flower Festival –** Application for £250 to support this annual art competition.

**12. Parish Council Staff –** To consider options re salary and hourly pay rate.

**13. Parishes Day October 2023 –** Dependant upon interest in the event choose which Councillors to attend.

**14. Clerk Administrative Support –** To approve purchase of work mobile telephone for the newly appointed Clerk.

**15. Parish Council Banking Review –**

- a. To review current bank accounts with emphasis on financial security (having deposits greater than £85,000 with a single bank) and maximising interest returns on Parish Council reserves.
- b. To review individual Councillors access and familiarity with accessing Council bank accounts.
- c. To alter Unity Trust bank mandate to make Hannah Mason the Unity Trust Accounts administrator and to grant her access to the accounts.

**16. Group Reports** To receive reports from:

- 1. Climate Group
- 2. Little Hayfield Advisory Group

3. Traffic Management & PROW Committee

**17. Reports from outside bodies** to receive reports from:

1. Hayfield Allotments Society
2. Hayfield Educational Charity
3. Hayfield Football & Community Sports Club
4. The Village Hall
5. Arden Quarry
6. Hayfield Quarry Liaison Group
7. Community Orchard Project
8. Tourism & Commerce Advisory Group

**18. Finance & Accounts for payment**

- a) To note and consider the June 2023 Finance Report and those payments made at the June 2023 Finance Committee

**19. Date of next meeting** to confirm the date of the next Parish Council meeting