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To: The Members of Hayfield Parish Council

27<sup>th</sup> April 2021

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7-15pm on Wednesday 4<sup>th</sup> May 2022** at the **Village Hall, 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 elect a Chair and Vice-Chair of the Council** for the year 2022/23
2. **Declaration of Acceptance of Office** by chair
3. **To receive apologies for absence.**
4. **Variations of order of business**
5. **Declaration of members' interests**
6. **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

7. **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.'

8. **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.

**9. Minutes of previous meetings**

- 1. To confirm the minutes of the Council meeting of 6<sup>th</sup> April 2022
- 2. To note the minutes of the Finance Committee of 16<sup>th</sup> April 2022

**10. Chair’s announcements**

**11. Clerk’s report** - to be delivered verbally

**12. Planning** To consider application

- a. Any items received after the publication of this agenda that are time limited to comment on

**13. Summer Planting 2022** – To agree a cost and authorise summer 2022 village plant order.

**14. Allotment Society** – To agree purchase of materials to extend communal paths

**15. Trespass 90<sup>th</sup> Anniversary** - Review of the event

**16. Platinum Jubilee** - Update on planning and preparation

**17. S137 Application Hayfield Cricket Club** – To consider an application for £250 donation toward coaching and equipment cost for the cricket clubs girls team

**18. Hayfield Educational Charity** – To receive updates and decide on future steps for the charity

**19. Electricity Supplier Hayfield Parish Council** - To consider change of supplier - **Deferred**

**20. Committee Members** – Appointment of councillors to Parish Council committees, advisory groups and representation on outside bodies for 2022/23

**21. Annual review of Council policies, etc**

- To confirm the Register of Members’ Interests is accurate and up-to-date
- To review, adopt and, if necessary, update the Council’s policy’s

• Standing Orders	• Code of Conduct
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• Retention & Disposal Policy	• Risk Assessment
• Financial Regulations	• Asset Register
• Complaints against the Council Policy	• Grievance & disciplinary Policy
• Website Accessibility Statement	• Privacy Policy
• Subject Access Request	• Grants/Donations Policy
• Business Continuity Plan	

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

1. Climate Group
2. Little Hayfield Advisory Group
3. Traffic Management Committee

**23. 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

**24. Finance & Accounts for payment**

1. Bank Accounts – End of year reconciliation and variance against 2021/22 budget
2. To approve the Council's 2021/22 governance statement - Deferred pending internally appointed audit report.
3. To approve the Council's 2021/22 accounts - - Deferred pending internally appointed audit report.

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