



Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, SK22 2EP
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To: The Members of Hayfield Parish Council

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7:15pm** on **Wednesday 10th April** at the **Village Hall, Hayfield**.

Hannah Mason, 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 Wednesday 6th March 2024.

2. To note the minutes of the Finance Committee of Wednesday 20th March 2024.

8. **Chair’s announcements.**

9. **Clerk’s report.**

10. **Planning.**

a) **HPK/2024/0095** The Old School Highgate Road, Hayfield, Listed Building. Consent for - Enhancements to the Grade II listed property at The Old School

11. **Request to allow an apple tree to be planted in the Old School Field in remembrance of Paul Senior, with plaque.**

12. **Hayfield Library ACV Application Renewal.**

13. **Proposal to waver fee for hire of the Old School Field** – The Fell Runners Association have booked the Old School Field on Sunday 30th June 2024 for their annual fundraising for Hayfield Scouts and the Association and Hayfield Scouts have requested the fee to be waived for the event.

14. **Upcoming Audits and AGAR** – The Parish Councils Annual Internal Audit and AGAR are approaching, to discuss this and the fee for hiring the previous Clerk to support the newly appointed Clerk through this process.

15. **Council Document Retention Policy** - Approve the adoption of the DALC recommended policy.

16. **Escalation process if water main outside the office has not been resolved by the meeting.**

17. **Building Safety** – To discuss the safety of the Parish Council Office and to implement smoke alarms within the building.

18. **Clarification by the Clerk / Chair to the Council of Finance Regulation 4.1.**

19. **Review of the Climate Emergency Working Group Terms of Reference.**

20. **No Mow May.**

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

1. Climate Group
2. Little Hayfield Advisory Group
3. Communication Group

22. **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
9. Traffic Management & PROW Committee

23. Finance & Accounts for payment.

- a. To note and consider the March 2024 Finance Report and payments made at the March 2024 Finance Committee Meeting.

24. Arrange Date for the Hayfield Parish Council Annual Meeting.

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