



Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, SK22 2EP
Tel. 01663 744550. Email: clerk@hayfield-pc.gov.uk

To: The Members of Hayfield Parish Council

27th April 2021

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7-15pm on Wednesday 5th May 2021** on the **Zoom Platform** (Live streamed on You Tube – ‘Andrew Barker’ channel, title ‘Hayfield Parish Council May 2021’).

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 2021/22
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, Borough, County Councillor or District Councillor to comment on any relevant matter.
- b) 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

- a. To confirm the minutes of the Council meeting of 7th April 2020

10. Chair’s announcements

11. Clerk’s report

12. Planning To consider application

- a. HPK/2021/0196 – 40 Fairy Bank Crescent, Hayfield – Proposed two storey side extension and single storey rear extension.
- b. NP/HPK/0321/0372 – One Acre Wood, Glossop Road, Little Hayfield – Retention of the existing building for use as an ancillary recreation/forestry building and the removal of existing two timber buildings.
- c. NP/HPK/0421/0424 – 72 Swallow House Lane, Hayfield – Two storey side extension.
- d. Any other items

13. Summer Planting 2021 – To agree a cost and authorise summer 2021 village plant order.

14. Allotment Society – To agree to hire skip for rubbish removal

15. Casual Vacancy Co Option – Voting process to fill vacancy from three candidates.

16. Committee Members – Appointment of councillors to Parish Council committees, advisory groups and representation on outside bodies for 2021/22

17. 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
• 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

18. Group Reports To receive reports from:

- a. Climate Group
- b. Little Hayfield Advisory Group
- c. Traffic Management Committee

19. Reports from outside bodies to receive reports from:

- a. Hayfield Allotments Society
- b. Hayfield Educational Charity
- c. Hayfield Football & Community Sports Club
- d. The Village Hall
- e. Arden Quarry
- f. Hayfield Quarry Liaison Group
- g. Community Orchard Project

20. Finance & Accounts for payment

- a. Bank Accounts – End of year reconciliation and variance against 2020/21 budget
- b. To resolve that staff payroll and other contractual payments be made on the third Wednesday of each month not withstanding whether the Finance Committee meet on these dates
- c. To approve the Council's 2021/21 governance statement.
- d. To approve the Council's 2020/21 accounts
- e. Payments – To approve the following expenditure items

Ref.	Payee	Description	Net cost	VAT	Total
BACS855	Payroll 1	Wages	£428.00		£428.00
BACS856	Payroll 2	Wages	£1311.48		£1311.48
BACS857	Wild About Gardens	Gardening services etc	£705.00		£705.00
BACS858	Carham Garden Mntnce.	Gardening services etc	£105.00		£105.00
BACS859	HMRC	Payroll	£621.56		£621.56
BACS860	AEM Barker	Flagstones	£39.49	£7.90	£47.39
BACS861	PNFS	Annual Subscription	£22.50		£22.50
BACS862	AEM Barker	Tree Guards	£82.77		£82.77
BACS863	EDF Energy	Electricity supply	£9.12	£0.46	£9.58
BACS864	Village Hall	S137 Post Covid Donation	£250.00		£250.00
BACS865	P.Webb	Allotment blocks	£13.36	£2.67	£16.03
BACS866	Senior Building Supplies	Building materials	£118.10	£23.61	£141.71

*Any item here will have arisen since the publication of the agenda

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