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## **MINUTES OF THE HAYFIELD PARISH COUNCIL MEETING HELD ON**

**Wednesday 5<sup>th</sup> May 2021 at 7-15pm on the Zoom Platform** (Live streamed on YouTube – ‘Andrew Barker’ channel, title ‘Hayfield Parish Council May 2021’).

### **Present**

Cllrs: Tony Ashton (in the chair), Lisa Bevins, Michael Conway, David Gates, Catherine Hughes, Martin Jones, Eva Lawson, David Toft, Jackie Wilson

### **Also in attendance**

Parish Clerk Andrew Barker

## **PART ONE OF MEETING**

**0521/01 To elect a Chair and Vice-Chair of the Council** – Cllr. Tony Ashton was elected as Chair and Cllr. Lisa Bevins was elected as Vice-Chair of Hayfield Parish Council for the year 2021/22.

**0521/02 Declaration of Acceptance of Office** – Cllr Ashton gave a verbal declaration of acceptance of office and signed his acceptance in view of the Clerk. He thanked all Councillors for electing him for a second term as Chair.

**0521/03 To receive apologies for absence** -Nil

**0521/04 Variations of order of business** – Nil

**0521/05 Declaration of members' interests** – Cllr Bevins declared an interest in agenda item 0521/12c & and excused herself from this item.

For transparency in respect of item 0521/15 Cllrs Ashton & Lawson declared membership of the Conservative Party, Cllr Toft of the Cooperative Party, Cllr Hughes of the Labour & Cooperative Party & Cllr Gates of the Labour Party

**0521/06 Dispensations on matters in which members have a Disclosable Pecuniary Interest** – Nil

**051/07 Agenda items to be taken with the public excluded – Nil**

**0521/08 Public Speaking – (10 minutes max)**

- a) Nil
- b) Nil

**0521/09 Minutes of previous meetings**

- a) It was resolved to confirm the minutes of the Parish Council meeting of 7<sup>th</sup> April 2021

**0521/10 Chair's announcements** – The Chair stated that it had been a difficult year for all including the Parish council but despite the difficulties the Council had made some significant contributions to the village including completion of the Valley Road Bridge, refurbishment of the playground, assistance with the Solar Farm project, Christmas Lights switch on and display. He pointed out some success for Cllr Lawson re traffic and parking on Kinder Road with regular police attendance and implementing of 'yellow line' restrictions. He noted the lack of engagement from Derbyshire County Council in respect of traffic and parking within the Parish. He also thanked the Clerk for his work. He felt the Parish Council should be pleased with what it had achieved.

**0521/11 Clerk's report** –The Clerk's reported was delivered verbally.

**0421/10 Planning** – Comments have been placed on the requisite Planning Authority's websites

**0421/11 Memorial Garden** – Quotes have been requested from two further companies but have not yet been forthcoming.

**0421/12 Signage on Parish Council Land** – The caretaker is researching the requirements for new and replacement signs.

**0421/13 Petition Traffic Calming on New Mills Road** – The petition has been 'signed' on behalf of Hayfield Parish Council.

**0421/14 Hayfield School, Swallow Hose Lane – Support '20 is Plenty' request** – A letter from the Parish Council in support of this campaign was e-mailed to Derbyshire County Council. A reply has been received from Cllr Simon Spencer stating that officers are looking into issues for the school and that the letter would be passed to them for consideration.

**0421/15 Old School Field boundary proposals** – The Clerk has met with Mr P. Finn from the Climate Advisory Group to formulate a proposal which will be sent to Derbyshire County Council for their consideration.

**0421/16 S137 application Village Hall** -The decision to approve the application and donate £250 to the Village Hall has been communicated to them and the payment scheduled for this meeting.

**0421/17 Casual Vacancy** – Three valid applications have been made and are to be voted on under agenda item 0521/15

**0321/20 Sett Valley Trail** – An e-mail has now been received from Mark Hudson (DCC Countryside Services) explaining current work on the Sett Valley Trail which has been distributed to Councillors

The Clerk also reported that there had been a part delivery of tree guards for the Community Orchard (Cllrs. Hughes & Toft noted).

The Clerk stated that the majority of his time over the next fortnight will be committed to the Annual Governance and Accountability Return completion and Internal Audit.

**0521/12 Planning** – It was resolved to

- a. Support HPK/2021/0196 – 40 Fairy Bank Crescent, Hayfield – Proposed two storey side extension and single storey rear extension.
- b. Make no comment re NP/HPK/0321/0372 – One Acre Wood, Glossop Road, Little Hayfield – Retention of existing building for use as an ancillary recreation/forestry building and the removal of existing two timber buildings.
- c. Make no comment re NP/HPK/0421/0424 – 72 Swallow House Lane, Hayfield – Two storey side extension.
- d. Make no comment re HPK/2021/0154 – Laneside Valley Road, Hayfield – Creation of first floor level to existing dwelling house

**0521/13 Summer Planting 2021** – It was resolved to authorise up to £1000.00 for the purchase of summer plants

**0521/14 Allotment Society** – It was resolved to authorise the Allotment Society to arrange the hire of a skip from MB skips for rubbish clearance (£294.00).

**0521/15 Casual Vacancy Co Option** – Councillors voted to co opt Mr. David Gouldthorpe to Hayfield Parish Council representing the Hayfield West Ward

**0521/16 Committee Members** – It was resolved to defer this item to the June 2021 Parish Council meeting

**0521/17 Annual Review of Council policies, etc** – It was resolved to adopt the following policies without change having been distributed to all Councillors by e-mail on 30<sup>th</sup> April 2021

|   |                                   |
|---|-----------------------------------|
| • 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         |

**0521/18 Group Reports** to receive reports from:

- a) Climate Group – No meeting. Continued promotion of DeCarbonise
- b) Little Hayfield Advisory Group – A limited meeting using Zoom. The group elected a new Chair
- c) Traffic Management Committee - No meeting. Issues reported re residents coning the Highway outside private residences casing some conflict.

**0521/19 Reports from outside bodies** to receive reports from:

- a) Hayfield Allotments Society – All rents paid, and a plot inspection has been carried o with no issues for the Parish Council
- b) Hayfield Educational Charity - Nil
- c) Hayfield Football & Community Sports Club – Nil
- d) The Village Hall – Arrangements in hand to reopen.
- e) Arden Quarry – Nil
- f) Hayfield Quarry Liaison Group - Nil
- g) Community Orchard Project – Cllrs Hughes & Toft to arrange next meeting in June 2021

**0521/20 Finance & Accounts for payment**

- a) Bank Accounts – The Clerk circulated a report showing the year end bank reconciliation and variances against the 2021 budget which was approved.  
The Clerk reported that the 31<sup>st</sup> March 2021 Year End bank reconciliation showed a balance of £88,904.28 in the council’s bank accounts.  
Santander - £174.01  
Unity Trust Current - £20,986.34  
Unity Trust Instant - £67,743.93
- b) I was resolved that staff payroll and other contractual payments will be made on the third Wednesday of each month not withstanding whether the Finance Committee meets on these dates.
- c) It was resolved to approve the Council’s 2020/21 governance statement which was signed by the Chair and the Clerk.
- d) It was resolved to approve the Council’s 2020/21 accounts presented by the Clerk which were signed by the Clerk and the Chair.

e) It was resolved to approve the following payments

| 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  |
| BACS867* | Hazel Accountancy        | Payroll Services              | £15.00   |        | £15.00   |
| BACS868* | AEM Barker               | MS Office annual subscription | £49.99   | £10.00 | £59.99   |

\*Items arisen since the publication of the agenda

### 0521/20 Date of the next meeting

It was resolved that the June 2020 Hayfield Parish Council meeting would take place ‘face to face’ giving due cognisance to existing Covid-19 legislation. If public attendance cannot be facilitated then the meeting will be live streamed

The date of the next meeting will be **Wednesday 2<sup>nd</sup> June 2021 at 7-15pm**

### PART TWO – No Items

The meeting closed at 8-09 pm