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To: The Members of Hayfield Parish Council

24<sup>th</sup> February 2022

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7-15pm on Wednesday 2<sup>nd</sup> March 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 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**

- a. To confirm the minutes of the Council meeting of 2<sup>nd</sup> February 2022
- b. To note the minutes of the Finance Committee of 16<sup>th</sup> February 2022

**8. Chair's announcements**

**9. Clerk's report**

**10. Planning** To consider application

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

**11. Grant/Donation Application – Civic Trust** – To consider an application for £250 in support of the pro loco painting competition promoting the arts within the Parish.

**12. Approval of Control Measures for Parish Council multi pay credit card** – To approve draft 'control measures' submitted by the February 2022 Finance Committee for any multi pay credit card used by the Parish Council and/or its staff (minute 0222/14)

**13. 2022 Pension Re-enrolment** – To consider recommendations from the February 2022 Finance Committee (minute F0222/06) re choice of pension scheme registration and employer/employee contributions

**14. 2022/23 Amendment to Budget** - To approve amendments to 2022/23 budget.

**15. PDNPA Affordable Homes Policy** - To consider a response to be submitted to the Peak Park Parishes Forum

**16. Tennis Court Refurbishment** – Project update

**17. Memorial Garden Refurbishment** – Project update

**18. Queens Platinum Jubilee** - Project Update

**19. Kinder Trespass 90<sup>th</sup> Anniversary** – To receive updates re arrangements

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

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

**21. 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

**22. Finance & Accounts for payment**

- a. Finance Report – To consider the February 2022 Finance Report, bank reconciliation and third quarter annual spend predictor.
- b. Payments – To note the following expenditure items approved at the February 2022 Finance Committee.

| Ref.      | Payee                      | Description                    | Net cost | VAT     | Total    | Provenance Authority |
|-----------|----------------------------|--------------------------------|----------|---------|----------|----------------------|
| BACS1015  | Payroll 1                  | Wages                          | £458.00  |         | £458.00  | Contractual          |
| BACS1016  | Payroll 2                  | Wages                          | £1311.48 |         | £1311.48 | Contractual          |
| BACS1017  | HMRC                       | PAYE                           | £621.56  |         | £621.56  | Legal                |
| BACS1018  | Carham Gdn Mntnce          | Gardening Services             | £390.50  |         | £390.50  | Contractual          |
| BACS1019  | Wildaboutgardens           | Gardening Services             | £976.00  |         | £976.00  | Contractual          |
| BACS1020  | Hayfield Village Hall      | Room Hire                      | £37.50   |         | £37.50   | Contractual          |
| BACS1021  | Markovitz Building         | Grit                           | £332.50  | £66.50  | £399.00  | Finance Regs         |
| BACS1022  | Senior Building Supplies   | Building materials             | £66.90   | £13.38  | £80.28   | Finance Regs         |
| BACS1023  | C.Wrigley                  | Hardware for Xmas decorations  | £37.33   | £7.47   | £44.80   | Finance Regs         |
| BACS1024  | St Matthews Church         | Bank Vale Lease                | £1.00    |         | £1.00    | Contractual          |
| BACS1025  | Firework Crazy             | BACS934 Underpayment           | £0.01    |         | £0.01    | Finance Regs         |
| BACS1026  | Non-Ecclesiastical Charity | Donation                       | £250.00  |         | £250.00  | Minute 0222/12       |
| *BACS1027 | DALC                       | Climate Training x 2           | £80.00   |         | £80.00   | F0122/05             |
| *BACS1028 | DALC                       | Tree Inspection Training       | £125.00  |         | £125.00  | Finance Regs         |
| *BACS1029 | EDF                        | Electricity                    | £35.63   | £1.78   | £37.41   | Contractual          |
| *BAC1030  | HAGS                       | Playground equip repair/mntnce | £675.00  | £135.00 | £810.00  | 1021/09 – H&S        |

\* Provenance/Justification – ‘Contractual’ = existing contract legally obliged to pay, ‘Legal’ = Statutory requirement e.g., payment of taxes, ‘Finance Regs’ = the activity is in the budget and payment can be authorised by the Clerk and/or the Chair under the Parish Councils Financial Regulations, where there is a specific minuted decision then that will be displayed.

\*Any items here will have arisen since the publication of the meeting agenda

**PART TWO of meeting**

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