



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

To: The Members of Hayfield Parish Council

2<sup>nd</sup> May 2023

You are summoned to attend the meeting of Hayfield Parish Council to be held at **7-15pm on Wednesday 10<sup>th</sup> May 2023** at the **Crosby Room, St Matthews Church 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 2023/24**
- 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 5<sup>th</sup> April 2023
2. To note the minutes of the Finance Committee of 19<sup>th</sup> April 2023

**10. Chair's announcements**

**11. Clerk's report**

**12. Planning** - To consider application

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

**13. The Royal Hotel** – To approve Parish Council representation on the 'Steering Group' formed as a result of the public meeting held at St Matthews Church on Friday 21<sup>st</sup> April 2023.

**14. Peak District National Park Member Elections** –

- a. To nominate a Councillor to stand as a candidate to represent the High Peak
- b. To give the Clerk delegated authority to make Hayfield Parish Council's choice on the Peak Park ballot paper for the upcoming Peak District National Park member election

**15. Section137 Grant/Donation Application Hayfield Cricket Club (Women's Team)** – To consider the application.

**16. George Hotel Defibrillator** – To consider adopting this device and accept responsibility for monthly checks, maintenance and subsequent replacement

**17. Annual Council Insurance Policy** – To approve the renewal quote provided.

**18. Interview Panel** – Nominate Councillors to oversee the recruitment process of a new Clerk

**19. Committee/Advisory Group/Outside Bodies Membership & Representation** – To appoint Councillors to Hayfield Parish Council committees and advisory groups and to represent Hayfield Parish Council on Outside Bodies.

Parish Council Committees/Groups	
• Finance Committee	• Climate Group
• Little Hayfield Advisory Group	• Tourism and Commerce Advisory Group
• Traffic Management Committee	• Community Orchard

Outside Bodies	
• Hayfield Allotments Society	• Hayfield Education Charity
• Hayfield Community Sports & Football Club	• The Village Hall
• Arden Quarry	• Hayfield Quarry Liaison Group
• The Royal Steering Group (subject to 0523/13)	

**20. Annual review of Council policies etc**

- a. To confirm the Register of Members' Interests is accurate and up-to-date
- b. To review, readopt and, if necessary, update the Council'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
• Business Continuity Plan	• Environmental Sustainability Policy
• Sustainable Procurement Action Framework	

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

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

**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

**23. Finance & Accounts for payment**

To note and consider the April 2023 Finance Report and payments made at the April 2023 Finance Committee

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