



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 1st November 2023** 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 4th October 2023.
2. To note the minutes of the Finance Committee of 18th October 2023.

8. Chair's announcements.

9. Clerk's report.

10. Planning.

- a) **HPK2023/0448** – Mr Geoff Williams – 33 Wood Gardens, Hayfield:
Single storey rear extension.

11. Hayfield Events –

- a. To update on the planning of Bonfire Night.
- b. To update on the planning of Hayfield and Little Hayfield Christmas light switch on.

12. The Old School Field – To discuss the parking area of the Old School Field and propose to establish a group of Councillors to review options to maximise the use of the parking area and increase the revenue to the council.

13. Allotments – To discuss the allotment rental price for 2024.

14. Gardening Services – Gardeners Tender.

15. Hayfield Parish Council Staffing.

16. Communication Group - Proposal to create a communication group.

17. Traffic Management & PROW Committee Group – Proposal for the group to be classified as an 'Outside Body'.

18. Risk Assessment – Hayfield Parish Council office building and storage room below.

19. Section 137 - To discuss raising awareness of the budget for Section 137.

- 20. Tree Survey** – To discuss the upcoming necessity for tree surveys within Hayfield and Little Hayfield.
- 21. Group Reports** To receive reports from:
1. Climate Group
 2. Little Hayfield Advisory Group
 3. Traffic Management & PROW 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
 8. Tourism & Commerce Advisory Group
- 23. Finance & Accounts for payment.**
- a. To note and consider the October 2023 Finance Report and payments made at the October 2023 Finance Committee.
- 24. Date of next meeting** to confirm the date of the next Parish Council meeting.