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DRAFT MINUTES OF HAYFIELD PARISH COUNCIL.

Meeting held on Wednesday 3rd January 2024 at 7:15pm in Hayfield Village.

Present: Cllrs: Cllr T.Ashton (In The Chair), L.Bevins, E.Lawson, D.Gouldthorpe, K.Dalkin, M.Conway, J.Underwood.

Also in Attendance: Hayfield Parish Council Clerk H.Mason, A.Clarke DCC, One Member of the Public.

Part One of Meeting

0124/01 To receive apologies for absence: Cllrs J.Appleton, A.Feetham and D.Toft.

0124/02 Variations of order of business: Nil.

0124/03 Declaration of members' interests: Cllr K.Dalkin, Agenda Item 15: 12 Springfield Terrace Tree Works.

0124/04 Dispensations from members on matters in which they have a Disclosable Pecuniary Interest: Cllr K.Dalkin, Agenda Item 15: 12 Springfield Terrace Tree Works.

0124/05 To determine which Agenda items, if any, should be taken with the public excluded: Agenda Item 14: To Consider the Applications received for the Gardening & Sundry Service Tender.

0124/06 Public Speaking:

A. Anne Clarke DCC – Work on the new Hayfield Bus Station has started, there has been a drainage issue, therefore a high curb has been put in to help channel the drainage and rectify this issue. Although the work being carried out is weather dependant, they are hoping work will be finished by the end of February 2024.

Gill Scott HPBC – Report sent in: A happy new year to all Parish Councillors and PC employees! At the end of December HPBC councillors were sent details of two new grants from the UK Shared Prosperity Fund which are available to small businesses, community groups and Parish Councils. I have forwarded the one for Parish Councils to Hannah and Tony and asked that the details be circulated to you all. I have started to contact businesses and groups in the village with details of where they can get more information and support. In support of the new recycling centre that has been set up in St John's Church, I have negotiated with AES, the contractor who manages waste and recycling in the High Peak, to use the red bag textile recycling service. Details will be sent out more widely in the next week. or so.

- B. A member of the public: Spoke on Sustainable Hayfield Recycling Directory and its hopes to help waste management, reducing landfill waste and more. St Johns Church working towards becoming an Eco-Church and has housed collection boxes. Suggestions have been put forward for physical copies of the Recycling Directory, but this will not be done to ensure the document is always the most up to date version due to the ongoing updates and changes that are made.
- C. Cllr K.Dalkin - Speaking on Agenda Item 15, the property in the Agenda Item is currently having the garden restored and as part of this a tree survey has been done. K.Dalkin discussed the details of the trees on her property and the state of the Goat Willow tree which is on Parish Council Land but is coming over the property boundary. An application was sent to HPBC to submit notification for the tree work and a freelance tree surgeon has been hired for the job and the job will come at no cost to the Parish Council.

0124/07 Minutes of previous meetings:

1. The draft minutes of the December 2023 meeting were approved.
2. The draft minutes of the Finance Committee meeting of December 2023 were noted.

0124/08 Chair's announcements: Since the last meeting, great comments have still been shared regarding the Hayfield Christmas Light Switch-On and appreciation for the events the Parish Council organise. Attended part of the playground inspection and spoke on the possible need for a sub-committee of council members for the playground area. The idea of erecting disabled user-friendly swings to the Valley Road Park was discussed with the Inspector and his feedback was that unfortunately they get vandalised and rarely used and it could be better to use other pieces of equipment that are accessible and suggested contacting the target market group of people who will be using such equipment for their ideas and feedback.

The Council have four weeks to get the budget and precept finalised and approved for sending off the HPBC. As this is the Clerks first time experiencing this kind of job within the role, her predecessor will be coming in to support with this. Please hold back on enquiries and project questions to the Clerk as the focus and priority must be the budget for January.

0124/09 Clerk's Report: A Park Inspection was held on Friday 22nd December. I am happy myself and our Maintenance Assistant attended the park inspection and were able to meet the Inspector to ask questions and discuss certain areas of the park. He helped give advice on specialised equipment and other helpful tip bits. Once the full report is received this will be circulated with the council.

Allotment invoices were sent out on 20th December along with the Hayfield Allotment Society Rules and Guidelines. 62.5% of payments have been received so far. At the start of February, a second email reminder will be sent if any payments have yet been received.

The Precept deadline is Thursday 8th February, budget proposals and organising is well underway. I am very appreciative to my predecessor coming in to support me with this part of the role in the upcoming weeks. Please note that during January I will be extremely busy with this area of the role as I am a new Clerk and this is a high priority part of the job, so there for other queries and requests will have a delayed response to prioritise the Precept until February.

Once the precept has been sent off, some jobs of priority will be:

- Updating website and documents
- New signs for the park

- VAT Refunds

Thank you to all the council members for their support during my first 6 months in my role as Clerk to the council.

0124/10 Proposal for Hayfield Parish Council to promote the Recycling Directory on their Website, Facebook Page, and Notice Board.

It was resolved that Hayfield Parish Council will publish the links to their website and Facebook Page to the document to ensure the most live and up to date information is available to the public.

0124/11 Old School Field: Report from the Old School Field Group set up in December 2023 Meeting to review covenants.

It was resolved for this Agenda Item to be postponed for a future meeting as no new information is available for discussion.

0124/12 To Review and Propose questions for community consultation survey on usage of the Old School Field.

It was resolved for this Agenda Item to be postponed for a future meeting.

0124/13 January Finance Meeting.

This Agenda Item was no longer relevant as the January Finance Meeting was no longer required to be put forward to be changed to a full council meeting as the council have now received a Precept Deadline date of Thursday 8th February and therefore the Budget / Precept can be an Agenda item for February 2024's Full Council Meeting on Wednesday 7th February.

0124/15 12 Springfield Terrace Tree Works.

It was resolved that the council have no objection in principle to the tree work once a Risk Assessment Method Statement from the Tree Surgeon has been received and reviewed.

0124/16 To Review and Consider for 2024:

a) **Projects** – Councillors to begin thoughts and plans for any projects they would like to put forward for the new year for discussion.

b) **Council Events** – It was resolved Cllr J.Underwood would discuss with Cllr J.Appleton drafting some questions within a survey for the public regarding events for 2024.

It was resolved Hayfield Bonfire Night 2024 will be held on Saturday 2nd November 2024.

It was resolved that Hayfield Christmas Light Switch-On 2024 will held on Friday 6th December 2024.

0124/17 Group Reports To receive reports from:

- a. **Climate Group** – Thanks was given to the Clerk for sending the Rules and Guidelines to all allotment plot holders with the invoices in December which included Green Guidelines. The lack of work on the pond within the allotments was mentioned and the hope to promote diversity within this and restore and develop the Nursery.
- b. **Little Hayfield Advisory Group** – Nil.
- c. **Communication** – Nil.

0124/18 Reports from outside bodies to receive reports from:

1. **Hayfield Allotments Society** – Nil.
2. **Hayfield Educational Charity** – A meeting has been scheduled for February.
3. **Hayfield Football & Community Sports Club** – Nil.
4. **The Village Hall** – The sale of the Christmas trees in December 2023 went wonderfully and the money raised was used to provide the fireworks for New Year's Eve.
5. **Arden Quarry** – Nil.
6. **Hayfield Quarry Liaison Group** – Nil.
7. **Community Orchard Project** – Requested the Clerk look in to purchasing some signs for the Community Orchard.
8. **Tourism & Commerce Advisory Group** – Nil.
9. **Traffic Management & PROW Committee** – Nil.

1223/19 Finance & Accounts for payment:

- a. The Finance and Accounts for Payment for December 2023 were noted.

It was proposed and resolved that all council members must ensure they are all authorised signatories on the Parish Council Banking.

1223/20 Date of next meeting was confirmed for Wednesday 7th February 2024 at 7:15pm.

PART TWO

0124/14 To Consider the Applications received for the Gardening & Sundry Service Tender.

It was resolved that the two applicants to be hired for the role.

END OF MEETING: 20:05.