

**Minutes of the Meeting of Mayfield Parish Council
Wednesday 6th July 2016 at 7.30pm in the Memorial Hall, Mayfield**

28/16 Election of Chair and Vice Chair – c/f from the May Annual Meeting
Cllr Turner was nominated as Chair by Cllr Cook, this was seconded by Cllr Watson. Cllr Cook was nominated as Vice Chair by Cllr Turner, this was seconded by Cllr Parker.

29/16 Minutes of the 1st June 2016 meeting
The Minutes were approved by Cllr Watson and seconded by Cllr Gregory.

30/16 In Attendance - Apologies - Absences
Cllrs Cook, Edge, Gregory, Parker, Turner and Watson were in attendance. Cllr Moss sent apologies.

31/16 Declarations of Interest
None.

32/16 Public Participation
Albert Golding contacted the Parish Council via email to request the provision of a noticeboard in Upper Mayfield and a new noticeboard in Middle Mayfield. The Clerk provided quotes for aluminium and wooden noticeboards. Cllrs thought these were too expensive.
Action: Cllr Watson to make enquiries locally and report back at the September meeting

33/16 Update – East Staffordshire Borough Council – Cllr Edward Barker
Sorry I keep missing your meetings which are the same night as our Leaders advisory group meeting but I see in your last minutes that you are looking into neighbourhood plans. I have been asked by Ellastone pc to organize a meeting with Corinne O'Hare from ESBC to explain the process and I was hoping to invite all interested parties from throughout the Weaver Ward possibly at Ellastone Village Hall, possible dates 27th, 28th September, 4th, 11th, 12th October. If I can get a firm date and venue from you then I will go ahead.
Action: Clerk to contact Cllrs for their availability and then contact Cllr Barker

34/16 Highways & ROW
Updates - Slack Lane & Slack Lane Track/Path
Staffordshire County Council (SCC) have said that Slack Lane is a Green Lane and, as the budget for maintenance is very low, work would only be carried out if parishioners were unable to "... physically use this track". Cllrs felt that the Parish Council had gone as far as it could in liaising with SCC and it was agreed to remove the item from the Agenda.
Update - Flooding, Piccadilly Lane
A parishioner reported that several potholes were filled in on Piccadilly Lane but no work was done on the flooded area, or on the potholes which have been caused / made worse by the flooding. The Clerk checked where the potholes have been filled in and noted that this section of the track is not actually public highway, and appears to be unadopted according to the Highways mapping portal on the SCC website. The Clerk has followed this up with Highways and asked why public money is being spent making repairs to an unadopted track, at the expense of potholes / flooding on the public highway.
Action: Clerk to follow up with SCC Highways for the September meeting

Speed Indication Devices
The Technical Support Officer at the Staffordshire Safer Roads Partnership has said that they were unsuccessful in downloading the date from the SIDs installed in Mayfield. They have therefore rescheduled for the SIDs to be installed from 04/07/2016 and they will endeavour to download the data captured and report back. Notice of Intended Prosecutions figures for Main Road were supplied for the last three years. Cllrs also wondered how many actual prosecutions had resulted. Several Cllrs pointed out that a police van had been seen in the village at the end of June and wondered if it would be possible to get a report from that visit.
Action: Clerk to contact SIDs for a report from the police van
Action: Clerk to ask what is the criteria and cost for having a permanent SID installed

Smith's Yard Cottage, Main Road – damp issues due to tarmac / camber of road
Due to a lack of response from the parishioner Cllrs agreed that this item should be removed from the Agenda.

35/16

Maintenance

Clr Parker asked for the vegetation round FP 15 stile to be cleared. Cllrs raised the issue of hedges blocking the path between The Crescent and Mayfield Avenue.

Action: Clerk to write to relevant home owners

Casual maintenance worker role

Dave Nash from Ashbourne has been offered the casual maintenance role.

Action: Clerk to contact Dave with a list of jobs

Grass cutting in the Parish

It was confirmed that ESBC are responsible for cutting the grass at the top of Moorlands Drive, the Green on Sycamore Drive and the bank on Conygree Lane. SCC are responsible for cutting the grass verges along Main Road. It is believed that as the number of SCC Neighbourhood Teams is in the process of being cut from 12 to 10 that fewer cuts may happen. The Clerk is waiting for confirmation of this from Ed Dawson, Routine Maintenance Manager, SCC.

Action: Clerk to update at September meeting

36/16

Finance

Bank Balances & quarterly Income & Expenditure

The current account bank balance at 06/07/2016 was £7,079.11.

The reserve account balance at 06/07/2016 was £4,873.14

The Parish Council opened the year with a balance of £3,961.26 and received the first precept payment of £5,783.00, giving a balance of £8,798.56. Between April – June the Parish Council spent £2,665.15.

Invoices presented for payment:

001555 - £64.80 Cllr Watson (repayment for cost of advert in Ashbourne Telegraph)

001556 - £249.38 F Raistrick (Salary, Stipend, Stationery)

001557 - £81.47 J Clarke (Litter picking, lawn mowing)

001558 - £344.00, SPCA (annual subscription)

Discussion – Staffordshire Parish Council Association (SPCA) - membership

Cllrs agreed to continue the subscription to the SPCA.

Revised NALC salary scales & staff annual pay review:

Clerk

The Clerk informed the Parish Council that the NALC has reached agreement on a salary review, valid from April 2016 - March 2017, and April 2017 - March 2018. As part of the discussion the Clerk was asked to leave the room whilst the Cllrs discussed the salary review, and as per the Clerk's contract, conducted an annual review of salary. It was agreed to increase the Clerk's hourly rate from SCP 19 to SCP 23 from July 2016.

Lawn maintenance

Cllrs agreed to pay an hourly rate of £7.54 for the mowing of the grass on The Crescent. This will be payable until the end of September when the mowing will cease.

Grantmaking: applications

Mayfield Bowls Club

Cllrs considered the application. It was noted that the group requested £500.00 to put towards the probable overall cost of £1,500.00 for a new mower, and that the group did not yet have the outstanding £1,000.00. It was agreed to award a grant of £500.00 and Mayfield Parish Council would hold onto the money until the group had secured funding of £1,000.00.

Action: Clerk to contact Pat Smith informing him of the decision

37/16

Planning Applications and Decisions

Applications:

P/2016/00796 - Woodeaves Cottage, Hollow Lane, Upper Mayfield, DE6 2HQ

Crown reduction - 1 Sycamore tree, felling – 3 Elm trees

- No objections

P/2016/00815 – Mayfield Cottage, Hall Lane, Middle Mayfield, DE6 2JU

Listed building application for the construction of a replacement roof to the front elevation

- No objections

Decisions

P/2016/00585 – Green Gables Conygree Lane Mayfield Staffordshire DE6 2HW

Prune damaged leader branch – approved

38/16 Update – Local Plan / Neighbourhood Plan
Cllrs discussed the Neighbourhood Plan and Cllr Turner suggested looking into it further. Cllr Barker has proposed a meeting of parish councils to discuss the meeting late September / early October.
Action: Clerk to liaise with Cllrs re dates and contact Cllr Barker

39/16 Update – Mayfield Well Dressings
Reports were received from Linda Greenwood and Albert Golding. Cllr Parker asked if the Well Dressing was something that the Parish Council would help with. Cllrs discussed it and thought that it was better for the Parish Council to remain independent. Cllr Parker said he would approach other organisations in the village to see if they could get a management committee together.

40/16 Staff Update
Health & Safety Risk assessments for employees
Cllrs approved subject to several amends.
Action: Clerk to amend document and issue to J Clarke

41/16 Parish Projects
Bus Shelter
Update – Quotes – Bus Shelter, Sycamore Green
The Clerk reported back with several quotes, all of which were too expensive. Cllr Turner suggested contacting the PTAs of Thomas Alleyne's and Rycroft schools to see if they would be prepared to provide a donation towards the cost.
Action: Cllr Turner to find out contact details for PTA Chairs and email to Clerk
Action: Clerk to contact ESBC and Open Spaces re planning requirements for bus shelters

Unsung Heroes of Mayfield
c/f to September meeting

Community Payback Programme
Cllr Moss had suggested investigating the Community Payback programme. The Clerk reported that groups had to apply for the programme with projects which had to meet specific criteria. The Parish Council could not meet the criteria. The information was passed to Cllr Parker for discussion with the Memorial Hall Committee.

42/16 Items to be included on the next Agenda:
None

43/16 Date of Next Meeting
There will be no meeting in August. The next meeting will be on Wednesday 7th September.

The meeting ended at 9.15pm