

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

This Agenda Pack was issued with the Agenda for a Mayfield Parish Council meeting at Memorial Hall, Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD commencing at 7 pm on Tuesday 3rd October 2023

Issued by - Mrs Gibson – Parish Clerk

Date: 26 September 2023

AGENDA

- 23.10.001 APOLOGIES AND APPROVAL OF ABSENCES
- 23.10.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
Councillors to declare any interests, a failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011.
- 23.10.003 TO RESOLVE THE MINUTES OF THE MEETING HELD ON 12th September 2023 ARE A CORRECT RECORD
- 23.10.004 TO CONSIDER AND APPROVE COMPLAINTS COMMITTEE REPORT.
The Complaints Committee held a meeting on 26.09.2023 and Councillors will receive a copy of the report on 27.09.2023 for consideration.
- 23.10.005 TO CONSIDER AND APPROVE ADOPTION OF THE FOLLOWING MAYFIELD PARISH COUNCIL POLICIES:
EXPENSES POLICY
ELECTRONIC COMMUNICATIONS POLICY
TRAINING POLICY
MEDIA POLICY.
All Councillors received policies with the Agenda for consideration
- 23.10.006 TO CONSIDER AND APPROVE MAINTAINANCE EXPENSE FOR DEFIBRILLATOR.
Council was advised defibrillator pads could need to be purchased. Clerk awaiting costs and will report further details at the meeting. Defibrillator is located at Memorial Hall.
- 23.10.007 TO CONSIDER AND APPROVE BUDGET FOR 2023-2024 (CURRENT YEAR)
Council to set a budget for the current year. All Councillors provided with budget on 20.09.2023.
- 23.10.008 TO CONFIRM COUNCILLORS ROLES WITHIN THE PARISH COUNCIL
To confirm which Councillor is responsible for each area of the Council duties.
NOTE: this is normally considered and confirmed in the Annual Meeting, each May.
NOTE: Councillors contact details will be added to the list and put onto the website.

Role	Councillor and contact email
Chair	Cllr Wakefield (vote July 2023)
Vice Chair	Cllr Cotton (vote July 2023)
Finance – Internal Audit Trail	
Footpaths	
Parish Magazine monthly article	
Highways	
Planning	
Noticeboards x 3	

* The item, Public Participation, allows 10 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 3 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

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Best Kept Village	
Asset weekly checks	
Grass Cutting	
Lengthsman	

23.10.009 TO CONSIDER AND APPROVE PRINTING ARRANGEMENTS FOR CLERK

Clerk has a HP contract for a monthly ink supply – Council to consider cost of £2.99 to be reclaimed each month from Council, via Clerk expenses form.

23.10.0010 TO CONSIDER AND APPROVE GUIDANCE FOR RESIDENTS RE: FLY TIPPING

CLlr Cotton to provide information to the Council regarding how residents can report fly tipping in the Parish to East Staffordshire Borough Council.

Council to consider producing a guidance document for website.

23.10.0011 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING:

- John 'Jack' Mansfield Tree License to plant– update
- Stile repairs – update
- Highways Log – update
- Lengthsman Contract – update
- Website - update

23.10.0012 PUBLIC PARTICIPATION

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23.10.0013 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS FROM EAST STAFFORDSHIRE BOROUGH COUNCIL:

NEW – NONE RECEIVED

DECISIONS:

P/2023/00796 - Sunday Cottage, Hall Lane, Middle Mayfield, Staffordshire, DE6 2JW - Listed Building Consent for alterations to include the replacement of the quarry tiles in the lounge and the excavation and construction of new floor structure incorporating underfloor heating - GRANTS

23.10.0014 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR

23.10.0015 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF THE LIST ON AGENDA AND RECEIVE FINANCIAL UPDATES:

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Item Reference	Details	Amount
1 (Sept Agenda)	Memorial Hall – 3 meetings, June, July, Sept	£72
Above confirms amount from September Agenda		
13.	Litter Picker – Mr Clarke – September	£104
14	Litter Picking supplies (bags, gloves, pickers x 2) 2023 payment	£56
15	Clerk expenses, including homeworking allowance and stamps	£22.80
16	Fireproof pouch and lock box – refund clerk	£23.98
Bank Balance		
Lloyds	11.09.2023	£10,001.34

23.10.0016 CORRESPONDENCE – REPORT ITEMS TO COUNCIL

Clerk to report items of correspondence received between meetings.

23.10.0017 CLERK REPORT

23.10.0018 COUNCILLORS REPORTS (INFORMATION ONLY – ITEMS TO BE REPORTED FOR CONSIDERATION AT FUTURE MEETINGS)

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