

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

To Members of the Parish Council:

Cllr Wakefield (Chair), Cllr Boura, Cllr Cotton, Cllr Harrison, Cllr Keeling, Cllr Murfin, Cllr Russell, Cllr Stephenson, Cllr Woodhouse.

Dear Councillors,

This NOTICE IS HEREBY GIVEN that a meeting of Mayfield Parish Council will be held at Memorial Hall, Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD commencing at 7 pm on Tuesday 12<sup>th</sup> September 2023 and members of the Council are hereby summoned to attend for the purposes of transacting the following business. The meeting will be open to the public unless the Council otherwise directs. (Public Bodies (Admission to Meetings) Act 1960

Issued by - *Mrs Gibson* – Parish Clerk

Date: 05 September 2023

**AGENDA**

- 23.09.001 APOLOGIES AND APPROVAL OF ABSENCES
- 23.09.002 TO CONFIRM ELECTION RESULTS AND NEW COUNCILLORS' DECLARATION OF ACCEPTANCE OF OFFICE
- 23.09.003 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
- 23.09.004 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 11<sup>TH</sup> JULY 2023 AS A CORRECT RECORD
- 23.09.005 TO CONSIDER AND APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 31<sup>ST</sup> AUGUST 2023  
AS A CORRECT RECORD
- 23.09.006 TO CONSIDER AND APPROVE ADOPTION OF THE FOLLOWING MAYFIELD PARISH COUNCIL POLICIES:
  - BUSINESS RISK POLICY
  - CIVILITY AND RESPECT PLEDGE
  - CODE OF CONDUCT
  - COMPLAINTS POLICY
  - DISPENSATION REQUEST FORM
  - FREEDOM OF INFORMATION AND PUBLICATION SCHEME POLICY
  - FREEDOM OF INFORMATION – REQUEST HANDLING PROCESS
  - GENERAL POWER OF COMPETENCE
  - HOMEWORKING POLICY
  - UNREASONABLY PERSISTENT AND VEXATIOUS COMPLAINTS POLICY
- 23.09.007 TO CONSIDER AND APPROVE DATES FOR FUTURE MEETINGS
- 23.09.008 TO CONSIDER AND APPROVE INTERNAL AUDITOR APPOINTMENT
- 23.09.009 TO CONSIDER AND APPROVE PAYROLL BUREAU APPOINTMENT
- 23.09.0010 TO CONSIDER AND APPROVE PURCHASE OF P.O BOX.
- 23.09.0011 TO CONSIDER AND APPOINT COMPLAINTS COMMITTEE

\* 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.

- The Openness of Local Government Bodies Regulation 2014 – allows the filming and recording of Parish Council meetings

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23.09.0012 TO CONSIDER AND APPROVE TRAINING BUDGET AND NEW COUNCILLOR TRAINING QUOTE

23.09.0013 TO RECEIVE AN UPDATE ON PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETINGS:

- JOHN 'JACK' MANSFIELD TREE PLANTING WITHIN PARISH – UPDATE
- JOHN 'JACK' MANSFIELD TREE PLANTING WITHIN PARISH – CONSIDER AND APPROVE BUDGET FOR LICENSE TO PLANT AND PURCHASE OF TREE.
- MAYFIELD CONSERVATION GROUP GRANT - UPDATE
- STILE REPAIRS - UPDATE
- HIGHWAYS ISSUES – UPDATE
- LENGTHSMAN CONTRACT – UPDATE
- WEBSITE – TO CONSIDER AND APPROVE QUOTES FOR UPDATES.
- PARISH PLAN - SCHEDULE FOR PROJECTS - UPDATE
- P/2023/00701 LAND WEST OF SLACK LANE, UPPER MAYFIELD - Formation of new access to site and turning area within site on agricultural land to carry out agricultural activities – SITE VISIT UPDATE
- P/2023/00318 WALLASH FARM, WALLASH MAYFIELD STAFFORDSHIRE - Change of use of existing agricultural building for general industrial use (Class B2) including a single storey extension on the north east elevation, alterations to the roof including installation of solar panels on south elevation and external cladding (Amended Description) - UPDATE FROM ESBC (East Staffordshire Borough Council).

23.09.0014 PUBLIC PARTICIPATION\*

23.09.0015 TO CONSIDER AND PROVIDE COMMENT ON PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:

23.09.0016 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR

23.09.0017 TO CONSIDER AND APPROVE THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022-2023

23.09.0018 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVED FINANCIAL UPDATES:

Reference	Item	Amount
1.	Memorial Hall, Mayfield – Meeting room rent	TBC
2.	Mayfield Pavilions – meeting room rent	TBC
3.	Litter picking within Parish – salary	TBC

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4.	Council Administration – payment by Standing Order on 1 <sup>st</sup> October 2023	TBC
5.	Toplis Associates Ltd - Internal Audit Report 2022-2023	TBC

23.09.0019 CORRESPONDENCE

23.09.0020 CLERK REPORT

23.09.0021 COUNCILLORS REPORTS (INFORMATION ONLY)

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