

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 Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD commencing at 7.15pm on Tuesday 7th November 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: 31 October 2023

AGENDA

- 23.11.001 APOLOGIES AND APPROVAL OF ABSENCES
- 23.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
- 23.11.003 TO CONSIDER AND APPROVE MINUTES OF THE MEETING HELD ON 3rd October 2023 AS A CORRECT RECORD
- 23.11.004 PUBLIC PARTICIPATION*
- 23.11.005 TO CONSIDER AND APPROVE AMENDMENT TO THE EXPENSES POLICY.
- 23.11.006 TO CONSIDER AND APPROVE COUNCIL MEDIA COMMUNICATION TIMETABLE FOR 2023-2024
- 23.11.007 TO CONSIDER AND APPROVE A COUNCIL PLEDGE FOR ALL COUNCIL AGENDAS.
- 23.11.008 TO CONSIDER AND APPROVE ADOPTION OF FOLLOWING MAYFIELD PARISH COUNCIL POLICIES:

FINANCIAL REGULATIONS

STANDING ORDERS

ANTI BULLYING AND HARASMENT POLICY (INCLUDING APPENDIX)

SMALL GRANT POLICY

ANONYMOUS CONTACT WITH COUNCIL POLICY.

- 23.11.009 TO CONSIDER AND APPROVE BUDGET – CURRENT YEAR - 2023-2024
- 23.11.0010 TO CONSIDER AND APPROVE SMALL GRANT APPLICATION DEADLINES – CURRENT YEAR – 2023-2024
- 23.11.0011 TO DISCUSS THE DRAFT BUDGET – NEXT YEAR - 2024-2025
- 23.11.0012 TO CONSIDER AND APPROVE LENGTHSMAN CONTRACT AND WORK LIST DETAILS
- 23.11.0013 TO CONSIDER AND APPROVE PROCESS FOR LENGTHSMAN APPOINTMENT 2024-2025
- 23.11.0014 TO CONSIDER AND APPROVE NOTICEBOARD LOCATION WITHIN PARISH
- 23.11.0015 TO RECEIVE REPORT FROM THE FRIENDS OF MAYFIELD CONSERVATION AREAS GROUP
- 23.11.0016 TO RECEIVE AN UPDATE ON PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETINGS:
 - JOHN 'JACK' MANSFIELD TREE PLANTING WITHIN PARISH – UPDATE
 - STILE REPAIRS - UPDATE
 - ELECTRIC GRANT – UPDATE
 - ESBC WARD ENHANCEMENT GRANT – UPDATE
 - SPEED LIMIT REDUCTION – ROSE AND CROWN CORNER – UPDATE
 - DEFIBRILLATOR MAINTAINANCE - UPDATE

* 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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- 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 – ESBC COMMITTEE MEETING UPDATE

- 23.11.0017 TO CONSIDER COMPLAINT RE: COMPLAINTS COMMITTEE CRITERIA – COUNCIL TO REVIEW COMPLAINT AND CONFIRM THAT THE COMPLAINT MEETS THE POLICY CRITERIA AND APPROVE REFERRAL TO COMPLAINTS COMMITTEE.
- 23.11.0018 TO CONSIDER AND PROVIDE COMMENT ON PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS FROM EAST STAFFORDSHIRE BOROUGH COUNCIL:
- 23.11.0019 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR
- 23.11.0020 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVED FINANCIAL UPDATES:

Item Reference	Details	Amount
23/047	HMRC (Tax year month 12 - April 2022-April 2023)	351.67
24/048	HMRC (Tax year month 3 - June 2023-July 2023)	244.10
25/DD	123 Reg – Website hosting	£41.99
26/SO	Council Administration – October	390.52
27/SO	Litter Picking Salary - October	90.31
28/049	Noticeboard magnetic pins– refund Cllr Boura	£7.84
29/051	Ashbourne Secretarial and Printing Services – Draft Minutes printing	£3
30/052	Mayfield Memorial Hall – October extension to meeting and November PC and Complaints Committee Meeting room hire	£42
31/053	RBL Poppy Appeal – Poppy Wreath donation	£50
32/054	Ccleaner computer software– refund clerk	£3.33
33/055	Refund Clerk – postage and paper	£40.30
34/056	SPCA – Councillor Training – Finance – Cllr Stephenson	£36 (inc £6 VAT)
35/057	Libra Business Essentials – Payroll services July – Sept	£136.80 (inc £22.80 VAT)
36/058	Homeworking Allowance and printer ink	£12.99
RECEIVED		
25.09.2023	VAT PAYMENT	£2,383.57
16.10.2023	PRECEPT (£12,660) AND GRANT (£382)	£13,042

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TBC	SLCC Consultancy – refund for December 2022 payment	£155.83
Bank Balance		
26.10.2023	Lloyds	£22,680.44

- 23.11.0021 CORRESPONDENCE
- 23.11.0022 CLERK REPORT
- 23.11.0023 COUNCILLORS REPORTS (INFORMATION ONLY)

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