

MAYFIELD PARISH COUNCIL

Minutes of the meeting of Mayfield Parish Council held on Monday 15 May, 2023 at the Church Rooms, Mayfield at 7pm.

Present at the meeting were:

Newly-elected Councillors G Harrison, C Keeling, V Murfin, K Russell, D Turner, L Watkin, N Wakefield, G Woodhouse

Temporary Clerk: John Parker

Members of the public present:

Before the meeting started, acting clerk addressed the public to inform them that the procedure of the meeting had been agreed by the LMO and SPCA.

1: Apologies: none

2: Declarations of interests: None declared.

3: Public session:

A resident requested that the new councillors introduce themselves. The public found out what a diverse council had been elected, they consist of councillors who run their own business in the village, Cllrs who are in management, a former news reporter, councillors with degrees, a councillor who has lived in Mayfield all his life and for many years the new councillors had volunteered for village organisation and all with a common interest of wanting to make Mayfield a better place.

Resident Kaarina Burnel, who lives on the main road in Middle Mayfield was concerned about speeding traffic near the Rose & Crown, coming into and out of the village and also expressed concerns about the siting of the new traffic calming signs.

Resident Andrew Taylor-Smith asked if the current council would continue with the remainder of the three-year plan.

Resident Karen Tallant spoke about grant applications

4: Election of Chair: David Turner proposed as chair by Cllr Woodhouse, seconded Cllr Russell.
Approved: Unanimous

David Turner was duly elected Chair

5: Election of Vice-chair: Natalie Wakefield, proposed by Cllr Cotton, seconded Cllr Watkin.
Approved: Unanimous

Natalie Wakefield was duly elected Vice-chair

It was RESOLVED that John Parker be officially voted in as temporary acting clerk for the meeting.

It was RESOLVED that the Chair would approach a consultant to provide a 'health check' that would assist councillors in decision-making a recruitment, given that all councillors are new to the role.

It was RESOLVED that the Chair would approach the National Association of Parish Councils to organise training for all newly-elected members.

6: Annual Report of the Chair 2022/23: No annual report submitted by previous Chair

7: Approval of the Minutes: The new councillors not being present at previous meetings took advice on this item from borough council member and were advised that as none were present at those meetings, they could not approve them.

The Minutes were duly NOTED but not approved.

8: Finance, Administration and Maintenance

- Members NOTED the current balance of the account as of May 8, 2023: £10,211.29.
- Members NOTED the payments made between meetings and that the Zurich Insurance Premium has been paid for 2023/24, but cannot approve payments made by the previous council members
- Members AGREED to advice from ESBC to accept the Budget from the out-going parish council, but agreed to do their own budget in the near future. Councillors AGREED to the recommended Parish Precept and to notify ESBC using the statutory paperwork

Proposed by Cllr Wakefield, seconded by Cllr Keeling, approved: Unanimous

- Members agreed to be signatories on the parish council bank account and that the Chair should start the handover process ahead of the next meeting

9: Appointment of the Parish Clerk

Members agreed to set up a working party to facilitate the recruitment of a new Parish Clerk.

Members were advised that one clerk had applied to the advert drafted by the out-going PC, plus two local residents had expressed an interest.

It was RESOLVED that Cllr D Turner, Cllr K Russell and Cllr N Wakefield would form a working group to set criteria, continue to publicise the position and aim to have a clerk in-post by the September meeting.

It was RESOLVED that Cllr N Wakefield would act as Parish Clerk on a temporary basis for the meetings in June and July. Proposed: Cllr Turner, seconded: Cllr Russell, approved: unanimous

10: Planning notifications

- P/2023/00318 Wallash Farm

Members were advised that the parish council had submitted a comment to ESBC on this matter prior to the local elections and the response deadline had been extended to Friday 12 May, 2023.

It was RESOLVED that members would submit a general comment urging consideration of any representations made by neighbours in respect of noise, dust, highways and access be noted by planners at ESBC, unless a more detailed response could be agreed and submitted before the decision was made.

11: Review of Standing Orders and Financial Regulations

- It was RESOLVED that members agree a schedule of review for Standing Orders, dividing them out over several upcoming meetings to allow for proper consideration.
- It was RESOLVED that members agree a schedule of review for Financial Regulations, dividing them out over several upcoming meetings to allow for proper consideration.
- It was RESOLVED that the Chair would give a brief overview of the Standing Orders and Financial Regulations at the next meeting to be noted.

12: Date of next meeting

- It was RESOLVED that the next meeting would be in the second week of the month, ideally at Mayfield Memorial Hall, subject to availability.
- It was RESOLVED that the Annual Parish Meeting would be held in the near future on a Sunday afternoon with Parish Council to provide refreshments.
- It was RESOLVED that the agenda for the next meeting, and those held thereafter, would include a regular item 'Matters arising from Public Participation' allowing Members the opportunity to answer or respond to any questions and representations made during public participation.

Meeting closed: 8.30pm