

Minutes of a meeting held of Mayfield Parish Council held at 7.10pm on Tuesday 7th November 2023 at Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD.

Present: Cllr Wakefield (Chair), Cllr Boura, Cllr Cotton, Cllr Harrison, Cllr Murfin, Cllr Stephenson, Cllr Woodhouse, Clerk and 8 residents

23.11.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Russell, Cllr Keeling – APPROVED
Cllr Sankey (ESBC)

23.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.

Councillors to declare any interests using dispensation form, a failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011. – NONE RECEIVED

23.11.003 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 3rd October 2023 ARE A CORRECT RECORD –

Before a vote was taken, Cllr Harrison made a statement asking for information from the Clerk to provide the Local Government Act reference where the Clerk is responsible for the Agenda. NOTED.

Cllr Harrison made statement that the Electronic Communication Policy needed changing, due to Standing Order 15. The Clerk advised Cllr Harrison and the Council regarding the process for Previous Resolutions, Standing Order 7.

The Minutes were then considered, Cllr Boura proposed correct record, Cllr Cotton seconded Vote: For 5 – Abstain 2. RESOLVED.

23.11.004 PUBLIC PARTICIPATION – 10 mins (2.5 per question)

RESIDENT A – read out a statement, “Friends of Mayfield Conservation Area Constitution handed to the complaints committee. Does not give any information i.e. how to get in touch who is chair or secretary it’s not even signed or witnessed anybody could have written this document. States membership is only open to residents living in the conservation area, this would exclude 85% of the residents on the register of electors that live in the parish of Mayfield, 85% of residents would not be able to join the group or have any input in what happens in that part of the parish, the grant money comes from the precept that all residents’ on the register of electors pay in their Council tax. Grants from the parish council should benefit all residents of the parish and let them have a say in all parts of the parish, not such a small section of residents. “ – NOTED

RESIDENT B – provided an update that the Mother and Tot group was planning to close and any remaining funds will be given to local groups in the area. The equipment will be stored in case someone else sets up a group. If anyone wants to set up a group, please contact the Church Warden.

RESIDENT B – provided details of the Remembrance Parade, Cllr Cotton will lay the Parish Council poppy wreath.

RESIDENT C – advised there is no Financial information on the website for 2021-2022. Clerk will upload.

RESIDENT D – advised cannot see a Budget on the website for 2023-2024 or 2024-2025. Clerk advised it is within the Financial Information area.

RESIDENT E – made a statement, any news on the £500 grant and where it is?
Clerk advised a report from the Friends of Mayfield Conservation Areas would be received by Council in Agenda item 23.11.0015.

23.11.005 TO CONSIDER AND APPROVE UPDATE TO EXPENSES POLICY

Clerk received five requests from Councillors to amend a previous resolution, adoption of Expenses Policy from 5th September 2023 meeting, reference: 23.10.005.

The amendment to the policy will be to item 5.5 to remove Ashbourne Printing Company. Discussion took place on how to adhere to Standing Order 15 b(i)– posting of Agenda and Minutes to Councillor without internet or email.

Cllr Harrison proposed, Council to buy a printer, with an instant ink contract, increase Clerk hours by 0.5 per week and to send Agenda and Minutes monthly and printed versions of emails weekly. Seconded Cllr Stephenson.

Vote - Unanimous – RESOLVED.

23.11.006 TO CONSIDER AND APPROVE COUNCIL MEDIA COMMUNICATION TIMETABLE FOR 2023-2024

Cllr Wakefield provided document to outline the content and the timetable for media communications from now until May 2024.

Proposed Cllr Cotton, seconded Cllr Wakefield. Vote – Unanimous – RESOLVED.

23.11.007 TO CONSIDER AND APPROVE A COUNCIL PLEDGE FOR ALL COUNCIL AGENDAS.

As the Council has signed the Civility and Respect Pledge, the Clerk suggests adding the following to all Agendas.

Council Pledge: Let our debating be reasoned and temperate, recognising that others may have a different point of view; and may we always remember that our deliberations and decisions are ultimately for the good of the people of Mayfield

Proposed Cllr Stephenson, Seconded Cllr Cotton – Vote Unanimous – RESOLVED

23.11.008 TO CONSIDER AND APPROVE ADOPTION OF THE FOLLOWING MAYFIELD PARISH COUNCIL POLICIES:

FINANCIAL REGULATIONS.

Cllr Stephenson requested the following changes:

1.14 change from £1,000 to £500

4. Change from £5,000 to £500

5.5c increased to £10,000 due to General Reserves by Risk Analysis.

Proposed Cllr Wakefield, Seconded Cllr Boura, Vote: For 6 – abstain 1. RESOLVED

Policy will be amended and uploaded to website.

STANDING ORDERS.

Proposed Cllr Stephenson, Seconded Cllr Boura, Vote For 5, abstain 2. RESOLVED

Policy will be uploaded to website.

ANTI BULLYING AND HARASMENT POLICY AND APPENDIX.

Proposed Cllr Cotton, Seconded Cllr Stephenson, Vote For 6, abstain 1. RESOLVED

Policy will be uploaded to website.

SMALL GRANT POLICY.

Proposed Cllr Boura, Seconded Cllr Woodhouse, Vote unanimous – RESOLVED.

ANONYMOUS CONTACT POLICY.

Proposed Cllr Boura, Seconded Cllr Cotton, Vote unanimous – RESOLVED.

All the above draft policies were uploaded onto the website 15.10.2023.

23.11.009 TO CONSIDER AND APPROVE BUDGET 2023-2024.

Cllr Stephenson advised council of the Risk Management Statement: The council will keep 6 months fixed costs, the cost of an additional election and the insurance excess for one asset, in General Reserves, being calculated as £10K.

Budget provided to Councillors and on website.

Proposed to adopt Cllr Wakefield, Seconded Cllr Murfin, Vote unanimous – RESOLVED.

Thank you to Cllr Stephenson and Clerk for work to produce Budget.

23.11.0010 TO CONSIDER AND APPROVE SMALL GRANT APPLICATIONS DEADLINES – CURRENT YEAR – 2023-2024.

Council considered deadlines for applications for 2023-2024 grants. Cllr Wakefield proposed opening applications on 8th November 2023, with closing date 24th November, in order for applications to be considered in 5th December 2023 meeting. To consider reopening process on 8th December 2023 with closing date on 26th January 2024 for consideration in 6th February 2024 Meeting.

Seconded Cllr Boura, Vote unanimous – RESOLVED.

Clerk to upload policy and application form onto website on 08.11.2023

23.11.0011 TO DISCUSS THE DRAFT BUDGET – NEXT YEAR - 2024-2024

Councillors provided ideas for consideration for next year budget:

Local Government Awards Scheme (Foundation Level), Christmas Trees x 4, with lights, Remembrance event, Remembrance Bench, Local Government Data Protection service (SCC), Bus Stop Perch Seats, Stile Repairs, Moorlands Drive path maintenance, Memorial Garden path maintenance, Traffic Calming contribution (Rose and Crown corner), register the school as a community asset.

RESOLVED for Clerk to provide costings of the above for December Meeting.

23.11.0012 TO CONSIDER AND APPROVE LENGTHSMAN CONTRACTOR CONTRACT AND WORK LIST DETAILS

Councillors discussed contract, Cllr Stephenson proposed it be a one-year contract, Seconded Cllr Cotton, Vote unanimous – RESOLVED.

23.11.0013 TO CONSIDER AND APPROVE PROCESS FOR LENGTHSMAN APPOINTMENT 2024-2025

Proposed for Clerk to obtain 2 quotes, using works list within the Contract from two contractors for consideration in December meeting.

Proposed Cllr Woodhouse, Seconded Cllr Cotton, Vote unanimous – RESOLVED.

23.11.0014 TO CONSIDER AND APPROVE NOTICEBOARD LOCATION WITHIN PARISH

The Parish Council has a 4th Noticeboard that is currently in storage. Council discussed location. Cllr Harrison proposed to reinstate by the shop, Seconded Cllr Woodhouse, Vote unanimous – RESOLVED.

Cllr Harrison and Cllr Woodhouse will inspect noticeboard before installation. Clerk to arrange collection and delivery to Church Rooms.

Cllr Harrison advised Friends of Mayfield will install the noticeboard. Council would like to thank the Friends of Mayfield Group for providing the installation

23.11.0015 TO RECEIVE REPORT FROM THE FRIENDS OF MAYFIELD CONSERVATION AREAS GROUP

Clerk read out the report from Friends of Mayfield Conservation Areas:

The Group was established in March 2022. A total of six meetings have taken place since March 2022, with the latest meeting held on 19 October 2023. A grant of £500 was awarded to the group by Mayfield Parish Council in 2022 and was credited to the group's business bank account in September 2022.

A new Chair was elected following the resignation of the inaugural Chair and new residents have joined the Group.

Since the start of the Group, the following activities have taken place:

- Successful bid to the Woodland Trust for the Queen's Canopy project
- Meeting with the Chief Executive and Manager of Mayfield Yarns to explore potential projects with their support.
- Meetings with the Mayfield Heritage Group to explore the complementary nature of the two groups.
- Article promoting the Group published in the 'Mayfield Church and Village News' magazine.
- Liaison with East Staffordshire Borough Council Planning and Conservation Officer
- Launch of a dedicated website www.mayfieldconservationarea.org

Current and future projects underway include:

- Production of a leaflet on the history of Mayfield Yarns (to be available November 2023)
- Branding and logo for the group
- A new article for the Church magazine
- Visit to another village conservation group.
- Meeting with ESBC Conservation Officer
- Organise self-guided walks through the two Conservation Areas
- Conservation Area 'conservation tidy up'.
- The continued updating of the group's website with latest information.

Cllr Harrison proposed a vote to request Grant be returned, Seconded Cllr Murfin.

Vote: For 3, Against 3, Abstain, 1. Chair had casting vote: Against. NOT PASSED.

Cllr Boura proposed requesting a financial report from group, to include spend on meeting room rent and leaflet – Vote For 4, Against 3. RESOLVED.

Clerk to contact the group to request the report.

23.11.0016 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETINGS:

JOHN “JACK” MANSFIELD TREE - Clerk received a letter at the meeting from the Family requesting a site visit, due to concerns about underground cables. Clerk advised that SCC will carry out a site visit to establish underground obstructions before license is granted. SCC confirmed on 25.10.2023 that application is being processed.

STILES REPORT – Cllr Keeling not present at meeting, item deferred.

ELECTRIC GRANT – Application submitted but unsuccessful.

ESBC WARD ENHANCEMENT GRANT – Clerk/Chair submitted a draft proposal, Clerk will liaise with Enterprise Team before submitting final application. Cllr Sankey (ESBC) supported application.

SPEED LIMIT – ROSE AND CROWN CORNER – UPDATE

Clerk contacted Cllr Philip Atkins (SCC) to request a speed limit review from 40mph to 30mph for the corner by old Rose and Crown on (B5032) Main Rd, Middle Mayfield, Ashbourne DE6 2JT – Minute Reference: 11th July 2023 (15B) – 19.10.2023

Cllr Atkins provided the following response 25.10.2023, which was forwarded to Councillors:

“As you know, to reduce the speed limit, this would have to go through the process of a TRO and relevant surveys done including speed and volume surveys. The TRO would exceed my DHP budget, therefore to progress, the Parish Council would have to make contributions. Prior to that, we could look at doing a speed and volume survey to see if a reduction in the speed limit is a reasonable request. As my DHP budget is all allocated for this year, we would either have to look at revisiting this in the new financial year, or if the Parish Council would like this sooner, the Parish Council are welcome to fund this. The cost would be around £400 if this is something the PC would consider.”

Council discussed the reply and confirmed the budget for this year does not have the funds to make a contribution, but will consider the cost for next year budget in the December meeting.

Cllr Cotton confirmed that the area has 3 street lights and therefore should be 30mph speed limit.

Clerk to inform Cllr Atkins.

Council discussed the data from the Speed Indicator signs and Clerk to obtain reports from Elan City that are user friendly.

Cllr Murfin left the meeting as unwell. Clerk confirmed meeting still quorate.

Defibrillator Maintenance – Clerk reported to Council that Mayfield and Ellastone First Responder Team have ordered new Defib pads.

Clerk reported that Mayfield and Ellastone First Responder Group advised that Defib may

need to be replaced, as renewables are getting harder to obtain. 25.10.2023. A member of the public offered to provide supplier for pads to Clerk.

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 Planning Committee met on 24.10.2023 – Cllr Boura represented the Council and provided the objection from the Parish Council to the proposed site for the entrance. A number of residents attended and two residents spoke at the meeting with objections. ESBC Planning Committee considered the planning application and **voted in favour of the application**. The ESBC Planning Committee wanted to ensure that the new gateway could also be used as a passing place, which they saw as a benefit of this development. Where the splay is to be installed, the old hedging will be carefully removed and re-planted along the south-eastern field boundary and hedging will also be planted across the existing access. Clerk to add the decision and decision explanation to the website.

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
Cllr Stephenson proposed to send to next Complaints Committee meeting, seconded Cllr Wakefield. Vote For 5, Against 1. RESOLVED

23.11.0018 TO CONSIDER AND PROVIDE COMMENT ON PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS FROM EAST STAFFORDSHIRE BOROUGH COUNCIL

ESBC PLANNING COMMITTEE

P/2023/00701 - Land West of Slack Lane Upper Mayfield Ashbourne DE6 2HW - Formation of new access to site and turning area within site on agricultural land to carry out agricultural activities - The above application was considered by the Planning Applications Committee at its **meeting on 24th October 2023**. The ESBC Committee passed the application.

NEW

P/2023/01105 - Woodeaves Cottage , 10 Hollow Lane , Upper Mayfield , Ashbourne, DE6 2HQ - Felling of one Ash tree (A2 of TPO 35) – comments by 05.11.2023 – Mayfield Parish Council confirms the tree does need to be removed, however would like the resident to plant a tree to replace it, as per their suggestion in the application.

P/2023/00691 – Mead Crest, Gallowstree Lane, Upper Mayfield - Erection of a first floor side extension and single storey rear bay extension – No comment added 18.10.2023.

P/2023/01149 - Phoenix Rise 4 Mayfield Place Mayfield Staffordshire DE6 2AL - Remove epicormics to crown break, crown raise by 1,5m to clear summer house and get views to rear fields, reduce to historic reduction points by approx 2.5m and 5% thin of secondary growth throughout the crown of one Lime tree (T12 of TPO201). – RESOLVED to add no comment to the application.

DECISIONS

P/2023/00479 – 46 Mayfield Avenue, Mayfield – Erection of a single storey rear extension - PERMITS

23.11.0019 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR
NONE

23.11.0020 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF THE LIST ON AGENDA AND
RECEIVE FINANCIAL UPDATES:

All payments from September and October Agendas made 05.10.2023.

HMRC Payment – Clerk made payment between meetings on 10.10.2023, as per Financial
Regs – Late Payments of Commercial Debts (Interest) Act 1998.

HMRC payment – Bradleys Ltd have provided a quote £30+VAT to help clerk to understand
this payment. Proposed Cllr Wakefield, Seconded Cllr Stephenson, Vote For 5, abstain 1.
RESOLVED.

Lloyds Bank confirmed mandate for removal of signatures and salary standing orders
completed 10.10.2023.

VAT Reclaim for 2022-2023 – Council received payment of £2,383.57. This is an
overpayment of £108.80. HMRC provided an invoice for the overpayment.

Precept 2023-2024 requested from ESBC on 11.10.2023 and received 16.10.2023.

ASSET REGISTER 2023 – UPDATE: The Clerk investigated the wording on the March 2023
Asset Register in regards to the Information Boards x 6. The current wording, “Purchased by
Heritage Group”, was erroneous as the Information Boards were funded by Staffordshire
County Council, Churnet Valley Living Landscapes and the Lottery. Clerk has changed
wording and updated the Asset Register. The value of the Information Boards x 6 will be kept
at £2,000 and clerk will contact the funding bodies for the exact value, however the funding
was over 10yrs ago, so records may not be available. The Clerk will report back to the
Council by 31.03.2024. The new Asset Register value is £24,287.43.

Chair and Clerk signed and will go onto website.

ESBC Election expenses – Clerk requested invoices from ESBC for the May 2023 and Sept
2023 elections.

RESOLVED to sign cheques for below:

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
Above signed in between meetings.		
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	£42

	and Complaints Committee Meeting room hire	
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
INVOICES RECEIVED AFTER AGENDA ISSUED		
37/059	HMRC – VAT 126 overpayment refund	£108.80
38/060	Jill Studholme – 2hr website updates	£60
39/061	EE Top Up and postage for Cllr Minute Pack	£13.30
RECEIVED		
25.09.2023	VAT PAYMENT	£2,383.57
16.10.2023	PRECEPT (£12,660) AND GRANT (£382)	£13,042
TBC	SLCC Consultancy – refund for December 2022 payment	£155.83
Bank Balance		
26.10.2023	Lloyds	£22,680.44

23.11.0021 CORRESPONDENCE

Freedom of Information request regarding Friends of Mayfield Conservation Areas grant – Clerk replied providing information currently available- 06.10.2023

Freedom of Information request regarding all correspondence regarding Friends of Mayfield Conservation Areas grant – provided initial response on 20.09.2023, including reference to Complaints Committee Report on website and all correspondence supplied on 25.10.2023.

Council Complaint – Complaint received on 04.10.2023 re Complaints Committee procedure for meeting held on 26.09.2023 – forwarded to Complaints Committee. 06.10.2023

Dog Poo Bin, Moorlands Drive, Mayfield, DE6 2LP – resident reported overflowing bin to ESBC and contacted the Parish Council to request ESBC be contacted to escalate the report. Clerk arranged for bin to be emptied and updated the resident. 13.10.2023

Internal Audit enquiry from resident – clerk requested list of questions in order to be able to provide a report 17.10.2023

East Staffordshire Community Lottery – a fundraising platform specifically designed to support local community groups and organisations like yours. Full details on ESBC website <https://www.eaststaffordshirecommunitylottery.co.uk/good-causes>

Council meeting 12th September 2023 – email enquiry from resident re: Draft minutes and report circulation. Clerk advised Council this was a complex enquiry and Council to consider

for Clerk to review and create a DRAFT response to be circulated to Council before replying to resident. Proposed Cllr Boura, Seconded Cllr Woodhouse, Vote For 6.

Defibrillator Funding - Applications are now open for the £1 million Defibrillator Community Automated External Defibrillators (AED) fund. Apply using the following link

www.defibgrant.co.uk – sent to Councillors and on website 18.10.2023

Council Printing - Cllr Harrison wrote twice to Clerk, Chair and Vice Chair regarding collection of minutes from Ashbourne Printing. Clerk sent reply to Cllr Harrison and all Councillors outlining the procedure for previous resolutions within Standing Orders 18.10.2023

Slack Lane – Residents leaflet re Planning Application – received 24.10.2023, forwarded to Councillors.

ESBC Funding information: details sent to Councillors, Parish Newsletter and in News area of the website - <https://www.eaststaffsbc.gov.uk/cost-living-support>

ROAD CLOSURE - Hollow Lane and Gallowstree Lane, Mayfield - BETWEEN 08:00HOURS ON 20th November 2023 AND 16:00HOURS ON 22nd November 2023. An alternative route for traffic is available on site. <https://one.network/?tm=136240438>

23.11.0022 CLERK REPORT

NALC Guide to Finance and Transparency – ordered for Cllr Stephenson- 06.10.2023.

Finance Training – Cllr Stephenson attended SPCA course – 05.10.2023

Budget meeting with Cllr Stephenson – 06.10.2023

Councillors email addresses and roles onto website – 10.10.2023 – Does Cllr Murfin require her new email address on website? This item deferred.

Expenses Policy printing – Clerk approached The Ashbourne Secretarial and Printing Company and they agreed to provide the printing service, but later withdrew from contract.

Speed Watch – requested update from Staffordshire Community Speed Watch coordinator

Audit questions report – resident sent two questions regarding the Internal Audit report. Clerk responded 18.10.2023

Dog Poo bin, Moorlands Drive park, Mayfield – resident sent photo of overflowing bin, Open Spaces Team (ESBC) confirmed they empty bin weekly. Contractors sent to empty bin, but left green bags next to the bin. Clerk contacted Open Spaces who will collect 18.10.2023. Parish Maps sent to all Councillors

Filing Cabinet – Thank you letter sent – 17.10.2023

Complaints Committee – SPCA Guidance - From looking at the complaints procedure on the website, there is no specific mechanism for reviewing the complaint after it has initially been considered (other than an appeal). However, as long as the committee can meet again within the twenty-one working days since the original committee met (and a response provided to the complainant), it could be argued that the council is still in compliance with its complaints' procedure.

Speed Watch Police Coordinator Report– Mayfield PC - Clerk contacted Michelle Shaker, Community Engagement Coordinator, Staffordshire Police, who provided the following regarding the Mayfield Team: This email is to confirm there is an active CSW team covering Mayfield with a core of 6 volunteers. A further 5 were trained but are no longer eligible to deploy having not been out in the past 12 months. I'm happy to organise another training session in the village should they wish to continue. **The equipment is usually purchased by Councils (of all levels) and best practice, and a recommendation from our side, is the**

equipment is to stay with the volunteers enabling them to deploy more freely. We have found the more active teams store the equipment with the lead volunteer who generally organises when monitoring sessions take place and if not taking part arranges the equipment to be available to the wider team. The lead volunteer I believe currently houses the equipment. Whilst I have this opportunity I have attached a leaflet and sign-up sheet for anyone who would be interested in joining – after all many hands make light work.

Speed Watch Team Report– Mayfield - Clerk contacted the Speed Watch Team coordinator for Mayfield and received the following report: I can confirm that the team is active and monitors the sites approved in Mayfield by Staffs Police. My link there is Michelle Shaker the county coordinator who has provided training and update sessions for members of the team. We are also in contact with other local CSW teams which share common issues along the B5032. MPC did fund the purchase of the one set of equipment which we use and is recorded on the asset register for insurance purposes. There was another CSW team several years ago, way before my time, and I am afraid I have no knowledge of what happened to any residual equipment. Mayfield CSW has a website

www.mayfieldcommunityspeedwatch.org on which we post relevant information for the community and residents are welcome to contact us via mayfieldcommunityspeedwatch@gmail.com

Freedom of information request - Resident requested correspondence between Council, internal Auditors and Friends of Mayfield Conservation Area – request made 23.08.2023, initial response 20.09.2023, final response 25.10.2023. Resident requested a review of the documents provided. Clerk confirmed a review would take place within 20 working days from the 03.11.2023.

Red Phone Box – Clerk obtained information from BT regarding purchase of BT Red Phone boxes - <https://www.x2connect.com/Shop/K6/Kiosks/K6%20Red%20Telephone%20Box> – Cost £2,900 + VAT and delivery.

Electoral Roll – ESBC confirmed 989 registered Electors and 621 properties

Parish Magazine article – submitted by Chair – 25.10.2023.

Website Accessibility statement – clerk approached Eric Roy Consultancy and SCC for a quote to carry out the work needed for the statement.

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) – Clerk contacted ESBC Planning Team to ask for an update – 25.10.2023.

ESBC provided the following update:

Please note that we (ESBC) are still waiting for the ecological report and I will send out a re-consultation letter once this has been received as per the report sent by Cllr Sankey. Once I know when the re-consultation letters has been sent and the expiry date for responses I'll be able to determine to which committee meeting the item will go.

Mail forwarding service – Clerk withdrew request for a mailing service and informed ESBC so that precept and ESBC website can be updated.

Register of Interest form – Cllr Harrison – received, on website and sent to ESBC – 24.10.2023

Moorlands Drive, Mayfield, DE6 2LP – Footpath 21 - Holly Tree branch obstructing footpath

by school entrance reported to Rights of Way Team – 25.10.2023 and cut back 26.10.2023, photos supplied to Councillors.

Tollgate House – SCC Flooding relief work completed – during the recent storm, the water did not collect. Do Council want to send a Thank you letter to Cllr Atkins SCC. RESOLVED.

Local Council Consultancy – Clerk requested refund for overpayment in December 2022. LCC confirmed refund of £155.83 will be deposited into Parish Council Lloyds account – 27.10.2023

Pension Regulator – updated contact details – 30.10.2023.

Expenses Policy – Clerk received two letters (17.10.2023 and 23.10.2023) from a Councillor requesting that minutes be printed and posted to their home address. (Equality Act 2010) Councillor confirmed, in writing, a protected characteristic. Clerk requested further information on 24.10.2023, in order that the Council can accommodate.

New Councillor Training – will be held on 14th November 2023 in Mayfield Memorial Hall – 7pm

New Councillor pack issued to Councillors

Clerk overtime – October – 40.5hrs – vote time off in lieu or paid . Time off in lieu – RESOLVED.

123 Reg – website domain – clerk started process to reclaim account – 01.11.2023

Chairman and Planning Training – SPCA are not currently providing dates, Derbyshire Parish Council Association are holding courses – details of dates sent to Cllr Wakefield, Cllr Boura and Cllr Keeling – 03.11.2023. Chairman training booked for Cllr Wakefield on 23.01.2024.

Website updates – sent list to webmaster – 01.11.2023, all completed 03.11.2023

Useful Information area – website – a number of links to useful information have been uploaded to the website – Clerk proposes creating a list of Who to Contact for website.

RESOLVED

23.11.0023 COUNCILLORS REPORTS (INFORMATION ONLY)

Cllr Boura is happy to go on a planning course, but none suitable are currently available.

Cllr Boura requested Clerk to contact SCC to update the Parish Council details.

Cllr Stephenson will meet with Clerk to carry out an internal Audit Trail. (FR 2.2)

Cllr Boura wanted a Thank you minuted to the resident who cleaned the Noticeboard in Upper Mayfield.

Cllr Woodhouse provided an inspection of Assets report and requested that moving bench from Swinscoe Hill, Mayfield be on next Agenda for consideration.

Cllr Woodhouse requested location of the 6th Information Board – Clerk to send leaflet map.

Voted to extend meeting by 5 mins.

Cllr Cotton requested fly tipping from previous meeting be reported by clerk.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held on Tuesday 5th December 2023 at 7pm. The meeting was formally closed at 21.12

Signed.....