

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

To Members of the Parish Council:

Cllr Wakefield (Chair), Cllr Boura, Cllr Cotton, Cllr Harrison, 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 7pm on Tuesday 6<sup>th</sup> February 2024 at Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD. 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: 30 January 2024

**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

**AGENDA**

- 24.02.001 APOLOGIES AND APPROVAL OF ABSENCES
- 24.02.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
- 24.02.003 TO CONSIDER AND APPROVE THE MINUTES FOR 5<sup>th</sup> December 2023 MEETING AS A CORRECT RECORD
- 24.02.004 TO CONSIDER AND APPROVE CO-OPTION OF COUNCILLOR
- 24.02.005 TO CONSIDER AND APPROVE SMALL GRANTS APPLICATIONS
- 24.02.006 TO CONSIDER AND APPROVE ADOPTION OF THE FOLLOWING MAYFIELD PARISH COUNCIL POLICIES:
  - COMMUNICATIONS POLICY
  - COUNCILLOR/CLERK RELATIONS POLICY
  - PRIVACY NOTICE (DATA PROTECTION)
  - DOCUMENT RETENTION AND DISPOSAL POLICY – INCLUDING APPENDIX
- 24.02.007 TO CONSIDER AND APPROVE APPOINTMENT OF COUNCILLOR TO COMPLAINTS COMMITTEE
- 24.02.008 TO CONSIDER AND APPROVE MEETINGS SCHEDULE FOR COMPLAINTS COMMITTEE
- 24.02.009 TO CONSIDER AND APPROVE COUNCILLORS DATA PROTECTION TRAINING QUOTE
- 24.02.0010 TO CONSIDER AND APPROVE QUOTATION FOR COMMUNITY SPEED WATCH SIGNAGE AND INSTALLATION WITHIN PARISH.
- 24.02.0011 TO CONSIDER AND APPROVE THE UPDATED ASSET REGISTER

\* 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 2.5 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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- 24.02.0012 TO CONSIDER AND APPROVE BENCH RELOCATION AND REPAIR – SWINSCOE HILL, MAYFIELD
- 24.02.0013 TO CONSIDER AND APPROVE LENGTHSMAN WORK TO MEMORIAL GARDEN DURING FEBRUARY AND MARCH 2024
- 24.02.0014 TO DISCUSS RESIDENT REQUEST FOR PARISH COUNCIL TO EXPLORE, WITH HIGHER AUTHORITIES, THE CREATION OF AN UPPER MAYFIELD FOOTPATH
- 24.02.0015 TO CONSIDER AND APPROVE THE PARISH COUNCIL SUPPORT FOR RESIDENT’S FORMAL COMPLAINT TO EAST STAFFORDSHIRE BOROUGH COUNCIL (ESBC) PLANNING DEPARTMENT. IN REGARDS TO ESBC ADMINISTRATION AND MANAGEMENT OF TWO PLANNING APPLICATIONS - P/2022/00575 AND P/2023/00701
- 24.02.0016 TO RECEIVE AN UPDATE ON PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETINGS:
- FRIENDS OF MAYFIELD CONSERVATION AREA GRANT – CONSIDER THE FINANCE REPORT AND GRANT POLICY CONDITIONS.
  - WARD ENHANCEMENT GRANT - UPDATE
  - WEBSITE ACCESSIBILITY STATEMENT- UPDATE
- 24.02.0017 PUBLIC PARTICIPATION\*
- 24.02.0018 TO CONSIDER AND PROVIDE COMMENT ON PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS FROM EAST STAFFORDSHIRE BOROUGH COUNCIL
- 24.02.0019 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR
- 24.02.0020 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVED FINANCIAL UPDATES:

Item Reference	Details	Amount
55/SO	Litter Picker - Dec	£90.31
56/SO	Council Administration - Dec	£451.23
56a/076	123 Reg – monthly website fee – January – refund Clerk	£41.99 (inc £7 VAT)
57/DC	Weekly postage 12.01.2024 – Debit Card	£1.55
58/DC	Weekly postage 19.01.2024 – debit card	£2.40
59/DC	Wordpress – Annual Subscription for website	£43.20
60/DC	Weekly postage 26.01.2024 – debit card	£2.40
61/SO	Litter picker – January	£90.31
62/SO	Council Administration January	£451.23
62a/DC	HMRC Interest	£0.20p

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63/077	PAYG Mobile Voucher – refund Clerk – January	£10
64/078	Weekly postage during – December	£16.85
65/079	1 <sup>st</sup> Mayfield Scouts – donation of Lloyds Compensation Fee	£70
66/080	SPCA – replacement cheque for Finance Training – original ref: 34/056	£36 (inc £6 VAT)
<b>Bank Statement</b>		
Lloyds Bank	22.01.2024	£19,278.27
<b>RECEIVED</b>		
5	VAT Reclaim	£102.36

24.02.0021 CORRESPONDENCE

24.02.0022 CLERK REPORT

24.02.0023 COUNCILLORS REPORTS (INFORMATION ONLY)

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