

NOTICE OF ANNUAL MEETING OF THE PARISH COUNCIL

To members of the Parish Council

Cllr Boura, Cllr Stephenson, Cllr Green, Cllr Woodhouse, Cllr Murfin, Cllr Harrison

Dear Councillors,

This NOTICE IS HEREBY GIVEN that the Annual Meeting of Mayfield Parish Council will be held at 7pm on Tuesday 7th May 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 Cllr Pamela Boura, Acting Parish Clerk

Date: 30 April 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

- 24.05.01 TO CONSIDER AND APPROVE THE APPOINTMENT OF THE ACTING CLERK AND ACTING RFO UNTIL THE NEXT MEETING
- 24.05.02 APOLOGIES AND APPROVAL OF ABSENCES
- 24.05.03 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. Councillors to declare any interests, a failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011
- 24.05.04 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 2ND APRIL 2024 AS A CORRECT RECORD
- 24.05.05 TO ELECT THE CHAIRMAN AND VICE CHAIRMAN FOR THE YEAR 2024-25
- 24.05.06 TO RECEIVE THE CHAIRMAN'S REPORT FOR THE YEAR 2023-2024
- 24.05.07 TO AMEND THE COMPLAINTS COMMITTEE POLICY TO READ "which will consist of 3 Members and 2 deputy members as elected at the Annual Meeting of the Council."
- 24.05.08 TO ELECT 3 MEMBERS AND 2 DEPUTY MEMBERS TO THE COMPLAINTS COMMITTEE AND 3 MEMBERS TO THE STAFFING COMMITTEE

- 24.05.09 TO CONFIRM THE CLLRS RESPONSIBLE FOR:
FINANCE
PLANNING
HIGHWAYS
FOOTPATHS
PRESS REPORTS
NOTICEBOARDS
- 24.05.10 TO CONFIRM THE EXISTING COUNCIL POLICIES AND NOTE ANY DUE FOR REVISION
- 24.15.11 TO AGREE ARRANGEMENTS FOR CONSIDERING GRANT APPLICATIONS FROM COMMUNITY ORGANISATIONS
- 24.05.12 TO RECEIVE A REPORT FROM THE ACTING RFO ON THE ACCOUNTS FOR 2023/2024
- 24.05.13 FINANCE – TO CONSIDER AND AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATES:

Reference	Item	Amount
Payments since 2nd April 24 Meeting		
05/dc	Postage to Lloyds	£2.10
06/125	Room Hire 5 th Mar 24 Meeting	£42.00
07/126	Re-imburse acting RFO for EE Top Up, website hosting and postage paid by personal debit card	£57.89
Income since 2nd April 24 Meeting		
1	Society of Local Clerks Annual Subscription Credit Note	£112.00
2	ESBC Precept and Grant	£10,089.00
Bank – Lloyds Account	Balance on 25 th April 2024	£22,183.44

Insurance Invoice for £463.87 received (£450 budgeted) – detail of insurance cover currently being checked.

- 24.05.14 TO CONSIDER QUOTES AND APPROVE THE PURCHASE OF PERCH SEATS FOR THE BUS STOPS AND FLOWER BOXES
- 24.05.15 TO RECEIVE A REPORT FROM THE STAFFING COMMITTEE AND AN UPDATE ON THE APPOINTMENT OF A NEW CLERK
- 24.05.16 TO CONFIRM ARRANGEMENTS FOR THE ANNUAL PARISH MEETING TO BE HELD IN MAYFIELD MEMORIAL HALL ON TUESDAY 28TH MAY

24.05.17 PUBLIC PARTICIPATION*

24.05.18 TO RECEIVE AN UPDATE ON PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETINGS -

- NEW FOOTPATH – UPPER MAYFIELD No response has yet been received and this item will be placed on the agenda of the next meeting.
- COMMUNITY ASSET NOMINATION FORM – UPDATE A form has not yet been submitted. This item will be on the agenda of the next meeting.

24.05.19 HIGHWAYS, FOOTPATHS AND BRIDLEWAYS

- SLACK LANE (CENTRAL SECTION)
- FOOTPATH 1 This footpath is falling into the river. This has been allocated a priority of B2 by the County Council
- FOOTPATH 17 The stiles and gates in poor condition have been allocated a priority of C3 by the County Council

24.05.20 REPAIRS TO NOTICEBOARDS

24.05.21 DOGS WORRYING STOCK, DOG MESS AND DOG BINS

24.05.22 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

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

P/2024/00341 Proposal: Installation of a side window in first floor attic conversion.
Location: Dunromin, Conygree Lane, Mayfield, Staffordshire, DE6 2HW

NO COMMENT (Decided between meetings)

PLANNING DECISIONS

P/2023/00821 Erection of a replacement stable block and stores.
Thorntree, Piccadilly Lane, Upper Mayfield, Staffordshire, DE6 2HP

PERMITS

P/2023/01120

P/2023/01122

Conversion of the existing cart shed to form ancillary accommodation with associated alterations consisting of a mezzanine floor, raising of roof height, new floor and new fenestration, erection of a single storey sun room with new internal linked doorways, conversion of existing scullery to form games room with associated alterations consisting of re-roofing, new floor, window and brickwork repairs.
The Old Hall , Hall Lane, Middle Mayfield , Staffordshire, DE6 2JU

PERMITS

24.05.24 REPORTS FROM COUNCILLORS for information only

24.05.25 TO AGREE VENUE AND DATES FOR FUTURE MEETINGS

* 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

Parish Clerk: clerk.mayfieldpc@gmail.com 07508 930 705