

Minutes of a meeting of Mayfield Parish Council held at 7pm on Tuesday 2nd April 2024 at Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD.

Present: Cllr Wakefield (Chair), Cllr Boura, Cllr Green, Cllr Harrison, Cllr Stephenson, Cllr Woodhouse, Cllr Murfin, Borough Cllr Sankey and 10 residents.

It was noted that Cllr Murfin had not confirmed in writing the verbal resignation she had made at the meeting on 5th March. She now wished to continue as a councillor.

24.04.1 TO CONSIDER AND APPROVE CLERK FOR THE MEETING – Cllr Boura volunteered and a VOTE WAS TAKEN – For 5, Against 1, Abstain 1 - RESOLVED

24.04.2 APOLOGIES AND APPROVAL OF ABSENCES – none received. 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. Cllr Woodhouse declared a pecuniary interest in items 24/04/7 and 24/04/18.

24.04.3 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 5th MARCH 2024 AS A CORRECT RECORD - A VOTE WAS TAKEN – for 5, Against 1, Abstain 1 - RESOLVED

24.04.4 TO CONSIDER AND APPROVE REPORT FROM COMPLAINTS COMMITTEE held on 5th March 2024. This was taken as read. A VOTE WAS TAKEN – for 5, Against 2 - RESOLVED

24.04.5 TO CONSIDER AND APPROVE CLERK REPLACEMENT PROCESS -The staffing committee will meet and draft an advert for the position similar to that used previously. The vacancy will then be advertised as widely as possible locally and through the Staffordshire Parish Councils Association.

Cllr Stephenson reported that he had been in touch with 2 agencies about finding a locum clerk but none were available. It was RESOLVED THAT CLLR BOURA would be acting clerk until the next meeting and that CLLR STEPHENSON would be acting Responsible Financial Officer (RFO) – For 6, Against 1.

24.04.6 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.
- WARD ENHANCEMENT GRANT – UPDATE The application form has not yet been sent and the closing date is unknown. This item will be placed on the agenda of the Annual Parish Meeting for further public consultation.
- It was RESOLVED that the following items are all planned projects for the 2024/5 financial year and should remain in the budget.

Christmas Lights (£200)	6 for, 1 against
Bus Stop Perch Seats x 2 (£625)	Unanimous
Village Flower Boxes x 2 (£100)	6 for, 1 against
Craft and Art Exhibition (£300)	6 for, 1 against
Allotment Project (£350)	It was unanimously agreed to review this in November.
Community Grants (£1000)	Unanimous

24.04.7 Cllr Woodhouse had declared a pecuniary interest and left the room. It was RESOLVED unanimously to confirm the following Annual Contracts which have been included in the 2024-2025 budget.

Zurich Insurance (£450)	Lengthsman Contract (£1,170)
Website 123 (£503.88)	Website Wordpress (£41.99)
HP Printer Ink (£58.88)	Salary – Litter Picker (£1,189.76)
Salary – Clerk (£5414.76)	Bradleys Payroll (£175)
ICO (£35)	SPCA (£325)
SLCC (166)	
Topliss Associates Ltd – Internal Auditor	(£165)
EE pay as you go - £10 per month	(£120)

24.04.8 TO CONSIDER REQUEST FROM RESIDENT RE: WELCOME SIGNS FOR THE VILLAGE

This is not in the budget for the current year. Cllr Wakefield will contact the resident for further information.

24.04.9 TO CONSIDER AND APPROVE ACTION RE STILES AND GATES ON FOOTPATH 17 (AT BROOK FARM, CHURCH LANE). ALSO, CONCERNS ABOUT FOOTPATH 1 (FROM BRIDGE HILL TO CONYGREE LANE) WHICH IS FALLING INTO THE RIVER. It was agreed unanimously that Cllr Boura would report these problems to the County Council on behalf of the Parish Council.

24.04.10 It was RESOLVED unanimously to APPROVE THE QUOTATION FOR THE RENEWAL OF THE PARISH COUNCIL ANNUAL INSURANCE WITH ZURICH AT £450 (3 YEAR CONTRACT). The cheque will be signed between meetings as soon as the renewal request is received.

24.04.11 THE VENUE FOR PARISH COUNCIL MEETINGS was discussed. A request has been received for the Parish Council to review its meeting venue. The only other suitable room is

The Church Room which would be available on Monday evenings. It was agreed to hold the next meeting at The Memorial Hall and discuss this matter again at that meeting.

24.04.12 It was RESOLVED unanimously to hold the ANNUAL PARISH MEETING on Tuesday 28th May at The Memorial Hall (main hall) if this room is available. Cllr Boura to confirm. Local organisations will be invited to have information tables around the edge of the hall.

24.04.13 ASSET MAINTENANCE – NOTICEBOARDS – It was agreed unanimously to replace the broken lock on the Upper Mayfield noticeboard at a cost of about £5. Malcolm Boura will do this free of labour charges. He would also be willing to replace the worn and stained pin board in the noticeboard at the shop with a galvanised steel sheet so that magnetic pins can be used, at a maximum cost of £40. Cllrs to take a look at this board and it will be placed on the agenda of the next meeting.

24.04.14 PUBLIC PARTICIPATION

RESIDENT 1 announced that a new associate priest, Chamil Fernando, has been appointed and his family will shortly be taking up residence in the Vicarage.

RESIDENT 2 requested that "Any Other Business" should be an agenda item at the end of the meeting and residents should be invited to raise new matters there. It was explained that this is not possible as Parish Councils are only allowed to discuss business that has been publicised in advance on the agenda.

RESIDENT 3 asked why there was no year end financial update for this meeting. It was confirmed that this would be on the agenda of the Annual Meeting of the Council in May.

RESIDENT 4 said that an out of control dog had sadly attacked his livestock. Could the Parish Council help to increase awareness of this problem and to encourage responsible dog ownership? The NFU can provide suitable signage. It was agreed to place this item on the agenda of the next meeting. This resident also spoke in favour of allotments.

RESIDENT 5 urged the public to report problems on public footpaths to the County Council via their website.

24.04.15 TO PROVIDE COMMENT AND RECEIVE PLANNING DECISIONS

P/2024/00262 – TOWN END FARM, PICCADILY LANE, UPPER MAYFIELD DE6 2HP

Prior approval for the conversion of 2 steel framed agricultural buildings to form 2 dwellings.

Cllr Boura reported that these properties could not be seen from the public road as they are hidden by trees. When she went to look, she spoke to a neighbour who was unconcerned about this proposed development. Cllr Murfin reported that several neighbours were raising objections. It was RESOLVED that the Parish Council would make no comment on this application. 5 votes in favour, 1 against and 1 abstention.

P/2024/00051 – STONE COTTAGE, MAIN ROAD, MIDDLE MAYFIELD DE6 2JT Erection of a single storey side extension - PERMITS

24.04.16 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR

Borough Councillor Sankey reported that there would be a charge introduced later in the year for emptying brown bins. He drew attention to changes in parking arrangements and charges in Uttoxeter.

24.04.17 It was RESOLVED to APPROVE LLOYDS DEBIT CARD APPLICATION for Cllr Peter Stephenson. 6 votes in favour and 1 abstention.

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

Cllr Woodhouse had declared a pecuniary interest in one item. He left the meeting and did not vote.

Item Reference	Details	Amount
90/089	ESBC Election team	£2,882.42
91/090	ESBC Election team	£66.30
92/dc	Royal Mail- Lloyds Mandate by reg post.	£4.20
93/dc	Royal Mail-weekly postage	£1.55
94/dc	Argos (storage boxes)	£15
95/dc	Royal Mail- weekly postage	£3.50
96/SO	Salary – Litter Picker	£90.31
97/SO	Council Administration	£451.23
April Payments – new financial year 2024-2025		
01/121	Derbys ALC – new Councillor training	£50
02/122	Lengthsman Invoice	£63
03/123	Council admin – refer to Oct 2023 & Nov 2023 Minutes	£897.12
Received after Agenda Issued 04/124	HMRC	£65.30
BANK		
Lloyds Account	Balance 26.03.2024	£13,972.95

RESOLVED unanimously to approve the above payments.

24.04.19 CORRESPONDENCE – none.

24.04.20 CLERK REPORT - none

24.04.21 COUNCILLORS REPORTS (INFORMATION ONLY)

Cllr Murfin reported that Dog Mess and Dog Bins continue to be a problem.

24.04.22 DATE OF NEXT MEETING:

The next Parish Council meeting will be the Annual Meeting of the Council to be held on Tuesday 7th May at 7pm in Mayfield Memorial Hall. The meeting closed at 8.55pm

Signed.....