

NOTICE OF MEETING OF THE PARISH COUNCIL

To members of the Parish Council
Cllr Boura, Cllr Stephenson, Cllr Murfin, Cllr Harrison

Dear Councillors,

This NOTICE IS HEREBY GIVEN that a Meeting of Mayfield Parish Council will be held at 7pm on Monday 1st July 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: 25 June 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

- 24.07.01 TO CONSIDER AND APPROVE THE APPOINTMENT OF THE ACTING CLERK AND THE ACTING RFO
- 24.07.02 APOLOGIES AND APPROVAL OF ABSENCES
- 24.07.03 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 7th MAY 2024 AS A CORRECT RECORD
- 24.07.04 PUBLIC PARTICIPATION
- 24.07.05 CO-OPTION OF NEW COUNCILLORS
- 24.07.06 TO AGREE TO REMOVE SIGNATORIES FROM THE BANK ACCOUNT AND TO ADD NEW SIGNATORIES
- 24.07.07 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
- 24.07.08 FINANCE – TO CONSIDER AND AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATES:

		Income

		Bank –

		Lloyds Account
09/dc	EE Phone Top up	£10.00
10/dc	Website Hosting	£41.99
11/dc	Postage	£1.35
12/128	Payroll Services to 5/4/24	£91.44
13/129	SPCA Annual Subscription	£326.00
14/130	Meeting Room 2/4/24	£24.00
15/131	P Boura – Stationary Postage and Notice Board maintenance	£13.68
16/127	Insurance	£463.87
17/dc	Refreshments for Parish meeting	£17.45
18/132	Lengthsman - May	£99.00
19/133	SPCA – Training Course - Planning	£30.00
20/dc	EE Phone Top Up	£10.00
21/so	Litter Picker May salary	£99.15
22/dc	Website Hosting	£41.99
23/134	Church Room Hire 22 nd May	£15.00
24/135	Internal Audit	£246.60
25/136	Room hire 7 th and 28 th May	£69.00
26/137	Lengthsman - June	£90.00
Income		
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Bank – Lloyds Account	Balance on 24 th June 2024	£21,298.60

- 24.07.09 TO RECEIVE, NOTE AND DISCUSS THE ANNUAL INTERNAL AUDIT REPORT
- 24.07.10 TO COMPLETE AND APPROVE THE ANNUAL GOVERNANCE STATEMENT (SECTION 1)
- 24.07.11 TO APPROVE THE ACCOUNTING STATEMENTS (SECTION 2)
- 24.07.12 TO APPROVE THE CERTIFICATE OF EXEMPTION
- 24.07.13 TO APPOINT ALAN TOPLIS AND KIM SQUIRES AS INTERNAL AUDITORS
- 24.07.14 TO DISCUSS, AGREE CHANGES AND APPROVE THE “ASSET REGISTER” AND THE “ASSET REGISTER FOR INSURANCE”
- 24.07.15 TO AGREE A PROCESS FOR THE REVIEW OF THE STANDING ORDERS, FINANCIAL REGULATIONS AND THE RISK ASSESSMENT
- 24.07.16 TO RECEIVE AN UPDATE ON THE APPOINTMENT OF A NEW CLERK
- 24.07.17 TO CONSIDER QUOTES AND APPROVE THE PURCHASE OF SEATS FOR THE BUS STOPS
- 24.07.18 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

- a Arts Project
- b Village gateways
- d Ward Enhancement Project

- 24.07.19 TO SET UP A WORKING PARTY FOR THE WARD ENHANCEMENT PROJECT
- 24.07.20 HIGHWAYS, FOOTPATHS AND BRIDLEWAYS
- 24.07.21 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS
- 24.07.22 TO CONSIDER AND PROVIDE COMMENT ON PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS FROM EAST STAFFORDSHIRE BOROUGH COUNCIL

P/2023/00318 Alterations, new build works and extension to existing agricultural building to provide for increased eaves and ridge heights and floor area, re-cladding and installation of solar panels to accommodate a proposed change of use to a commercial/light Industrial use (Class E(f)(iii)) along with associated parking provision and access alterations (Revised Description). Wallash Farm, Wallash, Mayfield, Staffordshire.

PERMITS

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

PERMITS

Permissions: P/2022/00575 and P/2023/00701 Land off Slack Lane
The planning enforcement officer has investigated and the applicant has confirmed that work on the new gateway will be completed before any further work is undertaken on the new agricultural building.

- 24.07.23 REPORTS FROM COUNCILLORS for information only
- 24.07.24 DATE OF NEXT MEETING Monday 2nd September

* 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