

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

Present: Cllr Boura (chair), Cllr Harrison, Cllr Stephenson, Cllr Murfin, 2 representatives of SPCA and about 15 residents.

24.05.01 ELECTION OF CHAIRMAN Cllr Boura was proposed. 2 voted in favour and 2 against so on her casting vote she was declared elected.

Cllr Harrison left the meeting.

24.05.02 It was resolved that Cllr Boura be appointed as ACTING CLERK and Cllr Stephenson as ACTING RFO until the June Parish Council meeting. Two votes in favour and one against.

24.05.03 APOLOGIES AND APPROVAL OF ABSENCES: None

24.05.04 TO RECEIVE DECLARATIONS OF INTEREST 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 declared.

24.05.05 TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING HELD ON 2 April 2024 AS A CORRECT RECORD – Agreed Unanimously.

24.05.06 CHAIRMAN’S REPORT The chairman read the report for the year 2023-24 provided by the former chairman (appended to these minutes). There was a unanimous vote of thanks to Natalie Wakefield for all the work that she had done for the community since her election to the parish council last year.

24.05.07 It was agreed unanimously to amend the COMMENTS AND COMPLAINTS PROCEDURE and THE COMPLAINTS COMMITTEE- FRAME OF REFERENCE clause 2, to read “which will consist of 3 members and 2 substitute members as elected at the Annual Meeting of the Council.”

24.05.08 COMPLAINTS AND STAFFING COMMITTEES It was agreed unanimously to appoint Cllr Boura, Cllr Stephenson and Cllr Murfin to both committees.

24.05.09 Councillors agreed unanimously to accept responsibilities as follows:

FINANCE Cllr Boura

PLANNING Cllr Boura and Cllr Murfin

HIGHWAYS Cllr Stephenson

FOOTPATHS Cllr Boura and Cllr Murfin

PRESS REPORTS Cllr Boura

NOTICEBOARDS

Cllr Boura (Shop and Upper Mayfield)

Cllr Stephenson (Middle Mayfield and The Terraces)

24.05.10 All the existing COUNCIL POLICIES had been updated in the last few months and these were confirmed unanimously. It was noted that we still needed a Planning Site Visit Policy.

24.05.11 It was agreed unanimously that we would invite applications for COMMUNITY GRANTS during October and they would be considered at the November meeting. It was noted that £1000 had been reserved in the budget.

24.05.12 ACCOUNTS FOR 2023-24 The Acting RFO reported that he had succeeded in balancing the accounts and a summary will be appended to these minutes. In achieving this, he had corrected an error which will be confirmed by the Internal Audit. He has an appointment to meet with the auditor on 31st May. Unfortunately, this means that the audited accounts and AGAR are unlikely to be ready for a meeting in early June and an extraordinary meeting of the Council may have to be arranged, probably for 24th June.

24.05.13 FINANCE The following payments were authorised and the other financial information was noted.

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

The renewal of the insurance policy (agreed at the April meeting) cost £463.87 but there could be an additional premium as our insurers want an asset register which reflects replacement value. It was agreed that any additional premium could be paid between meetings and that the asset registers would be presented to the June Parish Council meeting.

24.05.14 PERCH SEATS AND FLOWER BOXES The proposal for perch seats in the bus shelter was discussed but it was agreed that standard seats would be better. Cllr Stephenson will prepare a new proposal.

Cllr Stephenson had also prepared a proposal for Raised Beds at the entrances to the village but these would require a licence from the Highways Authority. He is obtaining further information.

24.05.15 THE STAFFING COMMITTEE met on 15th April. An advert for a new clerk was agreed and this has been circulated locally and through SPCA. At present, there is one application. Applications close on 10th May and the staffing committee will meet on Monday 13th May. At the April meeting, the committee also discussed preparing a new employment contract for the litter picker and investigating a pension for him.

24.05.16 THE ANNUAL PARISH MEETING has been arranged for 28th May. The main hall at The Memorial Hall has been booked from 6.30 to 9.30 pm. Local organisations have been invited to set up tables and the hall will open to the public from 7pm with refreshments available. Cllr Murfin will help with refreshments and Cllr Stephenson will ask his wife to help. The event has been advertised in the Parish Newsletter and posters will be displayed nearer the time.

The meeting will start at 7.30 pm. There are several items for the agenda which have been noted at recent meetings.

24.05.17 PUBLIC PARTICIPATION

RESIDENT 1 said that the parish council doesn't listen to the people.

RESIDENT 2 said that we need to change the way we approach the village.

RESIDENT 3 said that the council needed to work in harmony and the whole parish council should resign.

RESIDENT 4 suggested that the parish council should work in partnership with members of the community on projects to improve the village and, in particular, use skills within the village to get behind developing a community plan for the school building.

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

- NEW FOOTPATH – UPPER MAYFIELD No response has been received.
- COMMUNITY ASSET NOMINATION FORM – The form has not yet been submitted. The school building will be placed on the agenda of the Annual Parish Meeting.

24.05.19 HIGHWAYS, FOOTPATHS AND BRIDLEWAYS

• SLACK LANE (CENTRAL SECTION) The county rights of way team have confirmed that they have received an application to register this as a bridleway but this has not yet been processed. The chair met with a former parish council chairman to investigate the history of the maintenance of the lane. She was told that, after 2 years of pressure, it was repaired by County Highways in 2018 and since then has been maintained by Graham Woodhouse as part of his Lengthsman Contract. Graham was contacted and has confirmed that he will carry out the necessary maintenance to the stream.

Cllr Boura was asked to raise the new gateway on Slack Lane which has been partly constructed for several months, with planning enforcement.

- 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

The Upper Mayfield board now has a new fastening and padlock. This has cost £4 for materials and £1.49 for the lock. It was agreed not to carry out any work on the noticeboard at the shop for the time being.

24.05.21 DOGS WORRYING STOCK, DOG MESS AND DOG BINS

The council agreed that there should be publicity for these problem. Signs have been obtained from the NFU and their availability will be publicised. It was noted that the acting clerk has a laminater and can laminate A4 posters.

24.05.22 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

None received.

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

P/2024/00262 Prior approval for the conversion of two steel framed agricultural buildings to form two dwellings.

Town End Farm, Piccadilly Lane, Upper Mayfield, Staffordshire, DE6 2HP

GIVEN

24.05.24 REPORTS FROM COUNCILLORS for information only

None

24.05.25 TO AGREE VENUE AND DATES FOR FUTURE MEETINGS

Parish Council Meetings will be held at 7pm on the first Monday of the month (except August and January) in the meeting room at Mayfield Memorial Hall.

Dates: 3rd June, 1st July, 2nd Sept, 7th Oct, 4th Nov, 2nd Dec, 3rd Feb, 3rd March, 7th April

The meeting closed at 8.40 pm.

Signed.....