

# **Mayfield Parish Council**

## **Minutes of Mayfield Parish Council meeting held on 2<sup>nd</sup> September 2024**

### **Present:**

Cllr Pamela Boura  
Cllr Pete Stephenson  
Cllr Geoff Harrison  
Cllr Val Murfin  
Cllr Chris Keeling  
Cllr Les Tunstall

Officer: Rachael Anderson (Clerk)

Public attendance: 11 Persons

Cllr Steve Sankey

### **Meeting commenced at 1900hrs**

#### **24.09.01. Apologies received**

No apologies were received.

#### **24.09.02. To receive declarations of interests and to consider requests for dispensations.**

None received.

#### **24.09.03. To consider and approve the minutes of the meetings held on 1st July 2024 and 5th Aug 2024 as a correct record**

Cllrs approved the Minutes of the Meetings.

#### **24.09.04. Public participation 15 minutes**

#### **24.09.05. Report from the staffing committee meeting on 7th Aug 2024**

The Staffing Committee agreed to employ the new clerk and are working on a revised contract for the litter picker.

#### **24.09.06. Finance – to consider and authorise payments of list below and receive financial updates**

Reference	Item	Amount
<b>Payments</b>		
36/so	Litter Picker July salary	£99.15
37/dc	EE Phone Top up	£10.00
38/dc	Postage	£0.85
39/dc	Website Hosting	£41.99
40/141	Mayfield Memorial Hall	£30.00
41/142	Lengthsman – July / Aug	£81.00
<b>Income</b>		
*****	*****	*****

The Clerk reminded Cllrs of their contractual obligations in relation to a number of payments.

Cllrs approved the Payments List, as above.

**24.09.07. To resolve to give the new clerk access to the bank account.**

Cllrs approved to register the Clerk as the Key Contact for the bank account, with access to view the account (signatory access to be confirmed).

**24.09.08. Update on ward enhancement grant bid**

The Chairman proposed that Cllr Golding may no longer be heard due to persistent interruptions. The motion was seconded, but was not passed by the Full Council.

Cllr Pete Stephenson presented the final version of the PC Gateway project.

Albert Golding reported on the bid to cover four projects in Mayfield and hopes this will be considered at their next committee meeting in September.

**24.09.09. To review the budget for the current year**

Cllr Pete Stephenson presented a review of the budget and made proposals for the virement of the budget which reflected the current position and known commitments for the rest of the financial year. This was approved.

**24.09.10. To consider whether to request receipts from the Friends of Mayfield Conservation Areas to confirm that their £500 grant has been spent**

It was agreed by councillors that the clerk seek to obtain receipts/financial records to cover the cost of the £500 grant to provide clarity and openness.

**24.09.11. To review and adopt new standing orders, financial regulations, the risk assessment and the terms of reference of the staffing committee**

All councillors agreed to defer until next meeting.

**24.09.12. To consider and provide comment on planning applications and receive planning decisions from East Staffordshire Borough Council.**

- a. P/2024/00769 Erection of detached triple garage with storage above. 3 Main Road Cottages, Main Road, Middle Mayfield Staffordshire DE6 2JT**

A site visit was arranged for Tuesday 3<sup>rd</sup> September for Cllrs Boura, Murfin. Stevenson and Harrison to attend \*\*

**b. Pollard to 2m to 1 Ash Tree (A2 of TPO No 35) Overdale, Gallowstree Lane, Upper Mayfield, Staffordshire, DE6 2HQ**

This item was for information only, to note the decision "GRANTS" shown on the agenda.

**24.09.13. Highways, footpaths and bridleways**

**c. Traffic management in Mayfield**

Concerns continue regarding the speeding traffic along the "B" road through the village. A reluctance for speed bumps was noted.

It was agreed that Councillor Les Tunstall would contact County Council regarding "speeding" and report progress at next meeting

**d. Lengthman's contract**

Details of the contract were reviewed.

**e. Vegetation growth obscuring signs**

Councillors agreed to increase the maintenance of vegetation within the parish by the lengthsmen, in particular on the A52 Swinscoe Bank.

**f. Suggestion that we organise a walk round the village for the parish council**

Due to councillors' holidays, it was agreed to defer the proposed walk until October and to put it on the agenda of the next meeting.

**24.09.14. Reports from Borough and County councillors**

No County or Borough reports received.

**24.09.15. Reports from Parish councillors**

Cllr Stephenson reported that in October 2024, the Litter Picker would have worked for Mayfield Parish Council for 10 years. It was agreed to present a certificate and make a collection for a gift such as an Amazon Voucher.

**24.09.16. Date of next meeting Monday 7th October at 7pm**

Cllrs noted the date of the next Full Council Meeting.

**Meeting concluded at 2045hrs**

**Parish Clerk: [clerk.mayfieldpc@gmail.com](mailto:clerk.mayfieldpc@gmail.com)**

**07508 930 705**

**\*\* Following the site visit Cllr Boura submitted the comment that “Residents are concerned about the size of the proposed building and its possible future use. The Parish Council supports these concerns.” It was also agreed to contact the planning enforcement officer, as work was continuing which does not have permission. The enforcement officer responded that he had already received two other complaints and was already investigating the matter.**