

Mayfield Parish Council

Website: mayfieldparishcouncil.org.uk

Email: clerk.mayfieldpc@gmail.co.uk

FULL COUNCIL MEETING

MINUTES

7TH OCTOBER 2024

**Mayfield Memorial Hall,
Conygree Lane,
Mayfield,
Ashbourne,
DE6 2LD**

Present:

Cllr Pamela Boura (Chairman)

Cllr Pete Stephenson

Cllr Geoff Harrison

Cllr Val Murfin

Cllr Chris Keeling

Cllr Les Tunstall

Borough Cllr Steve Sankey

Officer Rachael Anderson (Parish Clerk)

Public attendance 11 persons

Meeting Commenced at 1900hrs.

Pre-agenda notification was asked regarding the probation period of the clerk.

It can be confirmed the probation period is 6 months.

24/10/01 TO NOTE ATTENDANCE AND RECEIVE APOLOGIES FOR ABSENCE

None received

24/10/02 TO RECEIVE ANY DECLARATIONS OF INTEREST AND CONSIDER THE APPROVAL OF SUBMITTED DISPENSATION REQUESTS

None received.

24/10/03 TO CONSIDER THE APPROVAL AND ADOPTION OF THE MINUTES OF THE PREVIOUS FULL COUNCIL MEETING

Councillors approved the amended Draft Minutes for September 2024.

24/10/04 TO ALLOW FIFTEEN MINUTES FOR PUBLIC PARTICIPATION

It was questioned again regarding the legality of the appointment of clerk. Chair confirmed the SPCA had dealt with this and confirmed by Victor Kelly via email that a meeting to interview staff was not a matter to be conducted at a council meeting, and therefore did not require public notice and was not required to be put on an agenda.

24/10/05 TO RECEIVE REPORTS FROM THE BOROUGH AND COUNTY COUNCILLORS AND POLICE

Borough Cllr Steve Sankey spoke about funding and available grants. Moving the zebra crossing outside the school. Ward Enhancement Programme and the Heritage Group. Playground not a priority when compared to other parishes. Brown bin charges / skips / recycling centres (Clerk to contact Philip Atkins regarding waste disposal/recycling in Staffordshire and Derbyshire). Sports Hub - large initiative to convert one of the quarries into a large sports facility.

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A long debate took place regarding the Ward Enhancement Grant Bid co-ordinated by The Friends of Mayfield. The Mayfield Heritage Group has sent a letter saying that they did not support the Village Gateway Project. It was agreed that the Chair would undertake a poll on Facebook to get an indication of the level of support from the village as a whole.

A celebration of the work of Jared Clarke took place and a certificate and gift was presented.

24/10/06 TO RECEIVE THE CLERK'S REPORT AND FINANCIAL STATEMENT

Sent email to Friends of Mayfield Conservation Areas on 23rd Sept requesting receipts for the £500.00 grant but not had a reply. It was voted that a reminder be sent.

All R.O.I received.

Contacted County Council regarding Swinscoe Bank overgrown foliage, and it was agreed to re-contact with a view to CC engaging in the work and charging the landowner.

Poppy Wreath purchase was agreed at a donation of £50.00. To be presented and laid by Cllr Les Tunstall.

ILCA (Intro to local council administration) £120.00 + VAT Online over 12 months. Approved.

Clerks The Knowledge Course £35.00. Approved and completed on 16th October.

24/10/07 TO APPROVE THE LIST OF PAYMENTS

Payments			
Reference	Payee	Item	Amount
42/so	Litter Picker	Litter Picker Aug	REDACTED
43/dc	123 reg	Website Hosting	£41.99
44/dc	Checks Direct	Credit Status Check	£12.20
45/dc	EE	Mobile Phone	£10.00
46/so	Litter Picker	Litter Picker Sept	REDACTED
47/143	P. Boura	A4 Paper	£4.25
48/144	Graham Woodhouse	Lengthsman Sept	REDACTED
49/145	Clerk	Council Administration	REDACTED
Income			
3		Precept and Grant	£10,089.50
Bank – Lloyds Account		Balance on 30 th Sept 2024	£29,605.17

Administration costs: Payments 42, 46 and 49, totalling £610.47 have been redacted in line with advice, as these payments relate to the salaries and staffing costs of the Council's employees.

RFO role discussed. Pete wants to handover and hoping to handover slowly.

Bus stop seat delivered and will be installed shortly. Payment approved.

Craft Exhibition will be deleted from the budget £300.00

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Horticultural Show budget was £350.00 – deleted.

Christmas lights to remain in the budget.

Now moved to the Gateway project and had a discussion regarding the highways.

Planters insurance has been refused as MPC do not own them. Items we do not own, we cannot insure which includes the Heritage Boards around the parish. Cllr Stephenson is in discussion with the Heritage Group about this.

c.£29K in the bank.

24/10/08 TO CONSIDER AND APPROVE A SUBMISSION OF COMMENTS RELATING TO RECENT PLANNING APPLICATIONS

Application regarding work on trees in Church Mayfield. Emailed Val but as it wasn't responded to, the application is now closed.

24/10/09 TO CONSIDER THE FOLLOWING ITEMS OF BUSINESS

A. To adopt the redrafted council policies

- a. Standing orders**
- b. Financial regulations**
- c. Risk register**

Cllrs adopted the policies.

B. To receive a report from Cllr Stephenson (acting responsible financial officer) on the accounts to 30th September 2024

Reported as above

C. To consider the opening of a second council bank account and approve the bank mandate

Cllrs approved the setup of a 32 day access account.

D. To discuss the tidiness of the village

It was agreed to have a walk around the village and take photographs on 14th October.

E. To discuss update from Cllr Les Tunstall regarding speeding in the village

Reported no reply since contacting the council. The August speed recordings from the two SIDs were distributed. Cllr Stephenson said that the numbers recorded as exceeding the speed limit would need to be over 15% for the County Council to take any action. Those exceeding the speed limit was less than this. It was agreed to continue monitoring the speeding situation.

F. To approve training for the parish clerk

- a. New clerk The Knowledge course (spca) Approved and completed as above in the Clerks report.**

Training completed as previously reported.

- b. Membership of the society of local council clerks (slcc)**

Approved.

- c. Introduction to local council administration (ilca) (slcc)**

Approved.

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Recorded and approved to extend the meeting until 21.15 hrs.

Approved by all.

To approve the expenses rates for printing

Approval to purchase Black ink cartridge – Approved.

G. To confirm a date for a staffing committee meeting

This became contentious, as the public would not be invited. It was agreed to hold a confidential meeting between the clerk and the whole council prior to the next meeting. This has since been revoked by the clerk as personal information would be discussed and the probation period was 6 months and not 3 months as previously discussed.

At 21.13hrs the Chair recalled the meeting as it was becoming unruly. Some members of the public left, yet the public and councillors continued to be interruptive.

H. Choice of venue location - Deferred

I. To consider future projects for the 2025/26 financial year - Deferred

24/10/10 To note the date of the next parish council meeting: Monday 4th November 2024, 7:00PM

Meeting closed at 9:15PM