

Mayfield Parish Council

Website: mayfieldparishcouncil.org.uk

Email: clerk.mayfieldpc@gmail.co.uk.

NOTICE OF MEETING

To All Members of the Parish Council

You are hereby summoned to attend the Mayfield Parish Council Meeting at the time and place stated on the attached Agenda setting out the following business to be transacted. Any Councillor unable to attend should forward their apologies to the Principal Officer.

Yours faithfully, Rachael Anderson, Mayfield Parish Clerk

PARISH COUNCIL MEMBERS

Cllr Pamela Boura (Chair)

Cllr Val Murfin

Cllr Chris Keeling

Cllr Les Tunstall

Cllr Geoff Harrison

4 Vacancies

RECORDING PARISH COUNCIL MEETINGS

Under the Openness of Local Government bodies' regulations 2014, members of the public may film, photograph, and make audio recordings of the proceedings of the formal Council meeting. Recording activity should be respectful and not disrupt the meeting.

Behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

Notice is given that at the time agreed by the meeting, 10 minutes will be set aside for members of the public to make representation on any item on the agenda only.

Any member of the public shall not speak for more than two and a half minutes, this is strict and will be timed at the meeting. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.

A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION OF MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for any other special reason. The public's exclusion from part or all of a meeting shall be by resolution of the Council, which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960

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FULL COUNCIL MEETING AGENDA

17th February 2025
Mayfield Memorial Hall,
Conygree Lane,
Mayfield,
Ashbourne,
DE6 2LD

Dear Cllrs,

You are hereby summoned to attend a meeting of Mayfield Parish Council at the time and place stated.

Yours faithfully,

Rachael Anderson
Mayfield Parish Clerk

MEETING STARTS AT 7:00PM

TO NOTE ATTENDANCE AND RECEIVE APOLOGIES FOR ABSENCE

The Clerk shall present orally any received apologies from Cllrs and those whose attendance at the meeting has been requested.

25/02/01. TO RECEIVE ANY DECLARATIONS OF INTEREST AND CONSIDER THE APPROVAL OF SUBMITTED DISPENSATION REQUESTS

Cllrs are requested to consider and declare any disclosable and pecuniary interests and personal and prejudicial interests in accordance with the Localism Act 2011 at the earliest possible time.

A Cllr may request dispensation to make a representation or cast a vote concerning an item on which they hold an interest. Any such request should be submitted to the Principal Officer for consideration before the start of the meeting.

25/02/02. TO CONSIDER THE APPROVAL AND ADOPTION OF THE MINUTES OF THE PREVIOUS FULL COUNCIL MEETING

The Draft Minutes of the last Full Council meeting have been circulated in advance for consideration by Cllrs.

Recommendation: To approve the Draft Minutes

25/02/03. TO ALLOW TEN MINUTES FOR PUBLIC PARTICIPATION

The Chairman may take contributions from the members of the public present.

Any member of the public may speak for up to two and a half minutes. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.

A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting, though the Chair may direct that a formal response will be provided subsequent to the meeting.

Members of the public may leave their contact details with the Principal Officer should their contribution require an additional follow-up by the Council

25/02/04. TO RECEIVE REPORTS FROM THE BOROUGH AND COUNTY COUNCILLORS AND POLICE

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County Cllr Philip Adkins and Borough Cllr Steve Sankey are invited to present a short report with regard to their duties and the Councils they represent.

Ben Adams, Staffordshire Commissioner for Police, Fire & Rescue and Crime and / or local PCSO's are invited to present a short report to the Council with respect to Mayfield Parish.

25/02/05. TO RECEIVE THE CLERK'S REPORT AND FINANCIAL STATEMENT

The Clerk shall present an oral report to the Full Council.

The Financial Statement shall be presented to Cllrs at the meeting to ensure its accuracy.

25/02/06. TO APPROVE THE LIST OF PAYMENTS

Details to be confirmed

Payments made Since the Last Meeting:			
Payments to be made under Contract:			
Reference	Payee	Item	Amount (incl. VAT)
71	Clerk	Council Administration	REDACTED
72	Litter Picker	Council Administration	REDACTED
Payments to be Approved in the Meeting:			
Reference	Payee	Item	Amount (incl. VAT)
73	G Woodhouse	Lengthsman December	171.00
74	P Boura	Envelopes + text messages	£3.48
Administration costs: Payments 71 & 72, totalling £1070.06 (Dec and Jan)have been redacted in line with advice, as these payments relate to the salaries and staffing costs of the Council's employees.			

25/02/07. TO CONSIDER AND APPROVE A SUBMISSION OF COMMENTS RELATING TO RECENT PLANNING APPLICATIONS

None received.

25/02/08. TO CONSIDER THE FOLLOWING ITEMS OF BUSINESS

- A. To receive a report from the clerk (Responsible Financial Officer) on the accounts to the end of January 2025.**

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- B. To adopt the revised **Terms of Reference for the Staffing Committee**
 The Sickness Absence Policy
 The Antibullying and Harrassment Policy
- C. Lengthsman's contract
- D. To appoint a cllr with responsibility for finance and cllrs to update noticeboards at Middle Mayfield and The Terraces.
- E. To discuss an update from Cllr Les Tunstall regarding speeding in the village.
- F. To discuss suspending the Staffing Committee. Decision to be reviewed at the Annual Meeting in May 2025.
- G. To resolve that in view of the confidential nature of the business to be discussed, the public are now to be excluded.
- H. To carry out the Clerk's 6 month appraisal.

25/02/09. To note the date of the next parish council meeting: Monday 3rd March 2025, 7:00PM

Meeting closes at 9:00PM