

DRAFT Minutes of the Meeting of Mayfield Parish Council
Wednesday 2nd March 2016 at 7.30pm in the Memorial Hall, Mayfield

- 146/16 Minutes of the February 2016 meeting**
The Minutes were approved by Cllr Moss and seconded by Cllr Gregory.
- 147/16 In Attendance - Apologies - Absences**
Cllrs Cook, Edge, Gregory, Moss, Parker, Watson and Turner were in attendance.
- 148/16 Declarations of Interest**
None
- 149/16 Public Participation**
There were no parishioners in attendance.
- 150/16 Update – East Staffordshire Borough Council – Cllr Edward Barker**
Once again the date clashes with the Leaders advisory meeting in Burton, so please accept My apologies, when there is less going on there I will come to Mayfield instead. As regards the Stanton Lane problem I have had some success using www.staffordshire.gov.uk/highways website and pinpointing issues. I have received an email from Sara Botham to say that as she has heard no more from the Memorial Hall committee she has taken them off the list for this year's funding. My only concern is that future funding for neighbourhood projects may be led by neighbourhood plans, we are also reviewing WASP (Ward Action Service Plan) funding but be assured that I will endeavour to ensure that we get our fair share of both. With that in mind I have suggested the Bowls club approach the E. Staffs sports council for a grant towards their mower and have offered to help them with the process Please don't hesitate to ask if there is anything you think I might be able to help with.
- 151/16 Highways & ROW**
- Updates re Slack Lane & Slack Lane Track/Path**
There has been no update from Highways – though the enquiries are active.
Action: Clerk to report any response at the April meeting
- Update - Footpath 5, Piccadilly Lane**
There has been no update from Rights of Way.
Action: Clerk to report any response at the April meeting
- Stanton Lane / A52 junction**
Highways have responded by email, stating that, "Works have been raised here to clear and jet all gullies and manholes from the jct A52 to the end of the run at the top of the bank also make sure all slit is removed from manholes and clear all tops on gullies. Currently awaiting resources. It has been raised as a category 3, which can take up to 90 days or when resources allow."
Action: Clerk will follow up in April
- Update – Flooding, Piccadilly Lane**
Problem has been logged with Highways.
Action: Clerk to report any response at the April meeting
- Speed Indication Devices**
There has been no response from the Staffordshire Safer Roads Partnership.
Action: Clerk to chase
- 152/16 Maintenance**
Cllrs did not have any maintenance jobs for logging. The Clerk suggested providing noticeboard for Upper Mayfield and a better noticeboard for Middle Mayfield.
- Casual maintenance worker role**
An application has been received for the role, however the Cllrs thought that the hourly rate of £16.00 an hour was too much. Cllrs asked the Clerk to draft an advert for the Ashbourne Telegraph, to include an hourly rate of £10.00, payable on invoice.
Action: Clerk to draft advert and obtain cost of advert and liaise with Cllrs
- Parish Council tools**
There has been no response from Waterhouses Parish Council regarding the strimmer.
- Millennium Tree – Wallash / Tree – opposite Church Lane**
ESBC have confirmed that neither tree is their responsibility and advised contacting SCC

Highways. The Clerk has done this.

Action: Clerk to report any response at the April meeting

Advert for casual gardener (self-employed)

There have been no responses.

Update - The Crescent

Quotes received for mowing the grassed area vary between - £450.00 - £700.00. Cllrs agreed that this was not affordable in the long run. The Clerk contacted ESBC who said that the lease could be broken but that the request must be received by December of the financial year. The Cllrs agreed that they wish to break the lease - the Clerk will contact ESBC in November 2016 to confirm this. In the meantime Cllrs suggested that the residents of The Crescent may wish to look after the land themselves.

Action: Clerk to amend letter to residents and distribute

Maintenance of Land

153/16 Finance

Bank Balances & Cash Flow

The bank balance at 02/03/2016 was £4,189.78.

The Reserve Fund balance was £4,868.26.

Cllrs checked the Cash Flow balances and found them satisfactory.

Invoices presented for payment:

001543 - £40.00 J Clarke (Litter picking, January)

001542 - £208.52 F Raistrick (Salary, Stipend, Stationery)

Grantmaking: applications

There were no grant applications this month.

Discussion – External Audit for Smaller Authorities

Cllrs felt this issue needed further thought and agreed to go away and consider whether to not they wished to opt in, or opt out, of the external audit arrangements provided by the Smaller Authorities Audit Appointments Limited. If they wish to opt out then the SSAA needs to be informed before 31st March.

Action: Cllrs to contact the Clerk by 20th March with their decision.

154/16 Planning Applications and Decisions

Applications:

P/2016/00207 - Old Hall Farm, Hall Lane, Middle Mayfield, DE6 2JU

Notification for the demolition of 2 wooden calf sheds.

The Cllrs made no objections.

P/2016/00194 - 3 The Park, Mayfield, Staffordshire, DE6 2HJT

Crown lift to give 4 metre clearance etc.

The Cllrs made no objections.

Decisions - There were no decisions.

Other - The MRA advised the Parish Council, as a courtesy, that they have been approached by a firm with a financial offer to place a communication mast near the Pavilion. The MRA say that, "the monetary offer would solve many financial problems in the medium term with little visual impact on the community." The Cllrs looked at the proposal and took the view that the benefits outweigh any potential negatives.

155/16 Staff Update

Health & Safety Risk assessments for employees

The Clerk explained that, whilst employers with fewer than 5 employees did not need to write down their Health & Safety policy, they did need to consider if there was anything that could harm the employee and the precautions to stop it. The Clerk undertook risk assessments for the Clerk role and for the role of litter picker. As the Litter picker role takes place outdoors, in a variety of locations, a draft risk assessment was produced for consideration by the Cllrs. Cllrs suggested several amends.

Action: Clerk to amend in line with Cllrs' suggestions

Parish Clerk role / General Employment

Under National Association of Local Council guidance Clerks are advised to inform the Parish Council of any additional job offers received. The Clerk explained that they had been offered the role of Clerk to Osmaston & Yeldersley Parish Council, in addition to working for

Mappleton Parish Council. The Clerk assured the Cllrs that the workloads were manageable as they are only p/t roles. The Cllrs were happy with this explanation.

156/16 Update: Local Plan

A parishioner in Upper Mayfield had raised concerns about the Local Plan not including Upper Mayfield. It is unclear if this means that Upper Mayfield would be protected from infill development. Cllrs discussed and confirmed that Upper Mayfield was not in the development plan.

157/16 Memorial Hall

Cllr Parker said that the Memorial Hall finances were on track. He requested that this item be removed from future Agendas.

158/16 Parish Projects

The Clerk has received a quote of £900.00 plus VAT for a second hand bus stop for Sycamore Green. She has requested further information e.g. including whether planning permission is required and full installation costs.

Action: Clerk to follow up

Transport for the Elderly

Cllr Turner raised the issue of transport for elderly residents and asked if the PC should consider contributing to Ashbourne Community Transport's service. Cllrs were interested in the proposal.

Action: Cllr Turner to draft a proposal and report back at the April meeting

159/16 Date(s) for Annual Meeting of the Parish Council & Annual Meeting of the Parish

The Clerk explained that the Annual Meeting of the Parish had to be held between 1 March and 1 June in any year. Cllrs agreed to hold the Annual Meeting of the Parish Council and the Annual Meeting of the Parish on the 4th May 2016. There will be no Parish Council meeting in May.

Items to be included on the next Agenda:

It is anticipated that the Memorial Hall will submit a grant application form for the refurbishment of the toilets.

160/16 Date of Next Meeting

The next meeting will be on Wednesday 6th April 2016.

The meeting ended at 9.15pm