

BAYTON PARISH COUNCIL
Chairman Bob Blount, Vice Chairman Phil Salisbury, Glenice Carver,
Christine Clarke, Kate Taylor, Lester Miles, Tracey Rochelle

To Members of Bayton Parish Council

You are duly required to attend **Bayton Annual Parish Council Meeting** to be held on
Tuesday 12th May 2015 in **Bayton Village Hall** at
7.30pm or following closure of the Annual Parish Meeting

Agenda

1. **Election of Chairman:** To elect new Chairman and sign Declaration of Office.
2. **Apologies:** To receive apologies and to approve the reason for absence.
3. **Election of Vice Chairman.**

4. **Declarations of Interest:**
 - a. **Register of Interests:** Cllrs are reminded to complete a new Register of Interests form.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
Cllrs who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
5. **Dispensations** – to agree that Dispensations received from Cllrs be discussed and agreed by the full Council at start of meetings.
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.

6. **The meeting will be adjourned for Public Question Time**
The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoir.

7. **Standing Orders** – circulated as adopted at April 2015 meeting.
8. **Financial Regulations** –circulated as adopted at April 2015 meeting.
9. **To note the Code of Conduct** – Cllrs should all have their own copies.

10. **To consider the Council's Scheme of Delegation** and to appoint Cllrs to the following:
 - a. Staffing Working Party
 - b. Planning Working Party
 - c. Clerk's Finance Support Group

11. **Council's Risk Assessment (circulated)** – to review.
 - a. **Insurance** – to consider renewal of from June 2015.

12. **To appoint volunteers to the following roles:**
 - b. Footpaths Officer
 - c. Tree Warden
13. **To consider appointment of representative to outside bodies:**
 - a. Bayton Village Hall Committee (1 Cllr).
 - b. Clows Top Village Hall Committee (1 Cllr).
 - c. Worcestershire CALC Meeting Executive (2 Cllrs).

14. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 14th April 2015 (attached).

15. **Progress reports** for information.
 - a. Defibrillator Training - update
 - b. Community Shop - update.

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16. Reports on Meetings attended by Clerk or Councillors:

WCALC Training - 16th April - Audit, 29th April – Elections.
Bayton Village Hall 24th March - Clows Top Village Hall AGM 16th April.

17. Finances:

- a. To consider payments to be made as on list presented at meeting.
- b. To report receipts since last meeting.
- c. Bank Reconciliation for Current Account - April 2015.
- d. **Worcestershire County Association of Local Councils (WCALC)** – to agree to pay subs for 15-16 - £216.72.
- e. **Clerks Expenses 2014-15** (circulated) – to agree payment.

18. Planning:

- a. Plans circulated since last meeting – None
- b. Decisions received since last meeting – None
- c. Plans for comment on tonight –
15/00405/FUL – Clay Farm, Clows Top DY14 9NN – Erection of livestock building and new access track to building off existing access.
15/00567/HOU – 1 Deeter Cottage, The Terrace, Clows Top DY14 9PA – Two storey extension to existing cottage.
14/00666/FUL - An appeal has been lodged for this application - Fortunes Green, Clows Top DY14 9NJ – Proposed extension and conversion of outbuilding to living accommodation. Parish Council to consider sending in further comments for the Appeal hearing.

19. Conservation Area Bayton – To consider request to review this area.

20. Road report:

- a. Lengthsman –Monthly progress report.
- b. Any problems to report.
- c. **Severn Trent Water – Road Closure Bayton to Mamble May 2015 – PUBLIC MEETING BAYTON VILLAGE HALL - 13th MAY 2015 4pm to 7pm.**
- d. **Severn Trent Water** - Complaint from resident regarding B4202 traffic speeds during road closure on A456 during Autumn/Winter 2015/16.

21. Bayton eu website – to consider renewing for 2015-16.

22. BT Box Bayton Common – to consider purchasing a Defibrillator Machine for siting in this box.

23. Correspondence for Information:

A list of items will be available at the meeting.

24. Clerks report on Urgent Decisions since last meeting.

25. Councillors reports and items for the next agenda.

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

26. Date of next meeting: - TUESDAY 9th June 2015 7.30pm

27. Meeting Closed.

Signed-----Sue Burrows-----Date **6th May 2015**
Clerk Sue Burrows