

BAYTON PARISH COUNCIL
Vice Chair David Burns, Richard Adams, Tom George

To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting** to be held on
Monday 20th November 2023 in **BAYTON CHURCH** at **8.30pm**

Agenda

1. **Election of Chair** – To agree Chair for meetings to May 2024.
2. **Apologies:** To receive apologies.
3. **Co-option of a Cllr** – To discuss any applications received.
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.
 - d. **Cllrs own Computers/Tablets/Phones** – Cllrs to confirm own devices are password protected, have antivirus software installed and automatic updates set for their systems as per agreed policies.
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. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 31st October 2023 (attached)
8. **Progress Reports** –
 - a. Memorial Service, 8th November
 - b. Bayton Defibrillator Battery purchase
 - c. Resignation of a Cllr
 - d. Blocked Drains
9. **Reports on Meetings attended by Clerk or Councillors:** Bayton Village Hall AGM 14th November
10. **Finances:**
 - a. To consider payments to be made as on list presented at meeting.
 - b. To report receipts since last meeting.
 - c. To agree Bank Reconciliation for Current Account – October 2023.
 - d. **Clerks Salary** (circulated) – to note agreed National increase and payment of arrears in Salary paid 14th November 2023.
11. **Correspondence for Information:**
CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.

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12. Clerks report on Urgent Decisions since last meeting

Payments made –

14th November – Clerks Salary

13. 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.

14. Date of next meeting: - TO BE CONFIRMED.

15. Cllrs to agree to close the meeting to Public and Press due to the confidential nature of the business to be discussed.

16. Clerks Vacancy – to discuss appointment of new Clerk following interviews held prior to this meeting.

17. Meeting Closed.

Signed *Sue Burrows*

Date 15th November 2023

Clerk