

**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  
**Tuesday 9<sup>th</sup> JANUARY 2024** in **BAYTON CHURCH** at **7.30pm**

**Agenda**

1. **Apologies:** To receive apologies.
2. **Co-option of a Cllr** – To discuss any applications received.
3. **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.
4. **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.
5. **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.
6. County Councillor Report  
District Councillor Report
7. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 20<sup>th</sup> November 2023 (attached)
8. **Progress Reports** –
  - a. Bayton Defibrillator Battery purchase
  - b. Blocked Drains
  - c. Village Gates for Bayton
9. **Reports on Meetings attended by Clerk or Councillors:**
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 – November 2023.
  - d. **Information Commissioner** – to note DD annual payment of £35.00 due 23<sup>rd</sup> January 2023.
  - e. **Payroll** – consideration to appoint
  - f. **Precept 2024-2025** – to discuss setting precept as circulated.
  - g. **Appointment of Independent Examiner**- circulated information
  - h. **Bank Mandate** – amendments
  - i. **Replacement laptop**
11. **Planning:**
  - a. Plans circulated since last meeting –
  - b. Decisions received since last meeting –  
M/23/01631/AGR – Common Farm, (general permitted development ) notification under sch2.part6
  - c. Plans for comment on tonight – M/23/10580/FUL land at (Os 7072 7270) Clows Top – Change of use of land to a mixed use of land for agriculture and the keeping of racing pigeon, the erection of 3 no. timber outbuildings, construction of hardcore tract, erection of grates and fence (retrospective)
  - d. Enforcements
12. **Road report:**
  - a. Lengthsman –Monthly progress report.

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- b. Any problems to report.
- 13. **Mobile Phone for PC** -to discuss.
- 14. **Tree Warden** – Introduction to Cllrs.
- 15. **Charity Giving** – to discuss.
- 16. **OPPC Grants for Road Safety** (circulated) – to discuss applying for grant.
- 17. **WMP contract renewal** – as circulated
- 18. **Correspondence for Information:**  
CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner, OPPC Grants,
- 19. **Clerks report on Urgent Decisions since last meeting**  
**29<sup>th</sup> November** – Tree Warden nomination.  
**Payments made – D Nunn (LM) £181.50; Defib World £254.59**
- 20. **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.
- 21. **Date of next meeting: - 12<sup>th</sup> March 2024 at 7.30pm BAYTON CHURCH**
- 22. **Cllrs to agree to close the meeting to Public and Press due to the confidential nature of the business to be discussed.**
- 23. **Clerks Contract** – to discuss.
- 24. **Meeting Closure.**

Signed *Lesley Jenkins*  
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Date 3 January 2024