

BAYTON PARISH COUNCIL

Chairman Bob Lawrence, Lester Miles, Richard Adams,
Jane Kemp, Richard Wakeford, Paul Tonks, David Burns

To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting** to be held in
BAYTON CHURCH on TUESDAY 11th JANUARY 2022 at 7.30pm

Agenda

1. **Apologies:** To note apologies
2. **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.
3. **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.
4. **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.
5. **County Cllrs Report**
District Cllrs Reports
6. **Minutes:** To consider adoption of the minutes of the Extraordinary Parish Council Meeting of the Council held on 14th December 2021 (attached).
7. **Progress reports** for information
 - a. **Maintenance Contract work** – update and to agree payment of invoice.
 - b. **Seat Bayton** - update.
 - c. **Noticeboards** – update.
 - d. **Flower Boxes** – update.
 - e. **Footpath Gate, Bayton** – update.
 - f. **Soldiers collected by manufacturer due to fault**- update
8. **Reports on Meetings attended by Clerk or Councillors:**
9. **Finances:**
 - a. To consider payments to be made as circulated.
 - b. To report receipts since last meeting.
 - c. Information Commissioners Office Fee – £35.00 to be paid by DD due 23rd January 2022.
 - d. To agree Bank Reconciliation for Current Account – December 2021.
 - e. Appointment of Internal Auditor – to discuss.
10. **Planning:**
 - a. Plans circulated since last meeting – See item 21.

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- b. **Decisions received since last meeting –**
 - 21/01993/FUL- Woodside Farm, Beach Hay, Bayton, Kidderminster, DY14 9NE - Construction of additional access track to serve Woodside Farm.**
 - 21/02178/CAN - Rose Cottage, Bayton, Kidderminster DY14 9LZ -Undertake tree works, as detailed on application form and in any accompanying information.**
- c. **Plans for comment on tonight – None.**

- 11. Roads –**
 - a. **Lengthsman –**Monthly progress report.
 - b. Any problems to report.
 - c. **Beach Hay crossroads visibility splays –** update.
 - d. **Ninevah Rd –** signs requested due to concerns regarding safety of pedestrians – update.

- 12. Coronation Corner Wall –**
 - a. **To agree Terms of Reference for Working Party** (circulated).
 - b. **Working Party report for meeting.**

- 15. Coronation Corner Beech Tree Survey –** Survey Report (circulated) and to agree payment.

- 16. Community Infrastructure Levy –** to discuss.

- 17. Affordable Housing –** to discuss.

- 18. Donation to Bayton Church for use of building for meetings –** to discuss.

- 19. Confidential Complaint –**
 - a. **Working Party Meetings -** to report back to PC.

- 20. Correspondence for Information:** Updates from CALC, NALC, WCC, MHDC, Police South Worcestershire Development Plan

- 21. Clerks report on Urgent Decisions since last meeting –**
 - Plans circulated – 20th December**
 - 21/02280/AGR Lower Collier Hill Farm, Bayton, Kidderminster DY14 9NZ**

- 22. 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.

- 23. Date of next meeting: - Tuesday 14th FEBRUARY 2022 – 7.30pm – BAYTON CHURCH**

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

- 25. Staffing Matters -** To discuss any issues that may be confidential.

- 26. Meeting Closed.**

Signed *Sue Burrows* Date 6th January 2022
Clerk Sue Burrows