

# BAYTON PARISH COUNCIL

Chairman Lester Miles, Vice Chair Jane Kemp, Richard Adams,  
Richard Wakeford, Paul Tonks, David Burns, Tom George

## To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting** to be held on **Tuesday 11<sup>th</sup> OCTOBER 2022** in **BAYTON CHURCH** at 7.30pm

### Agenda

1. **Apologies:** To receive apologies.
2. **Death of Her Majesty Queen Elizabeth II - 8<sup>th</sup> September 2022** – to note local events.
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 Cllrs Report**  
**District Cllrs Reports**
7. **Minutes:** To consider adoption of the minutes of the Annual meeting of the Council held on 12<sup>th</sup> July 2022 (attached).
8. **Progress reports** for information
  - a. **Maintenance Contract work** – update.
  - b. **Noticeboard Bayton Common** – update.
  - c. **Teme Wheels** -update.
  - d. **Smartwater project** – update.
  - e. **Dog mess** – update.
  - f. **Coronation Corner Wall** -update.
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 – July/August 2022.
  - d. **Bank Mandate** – update.
  - e. **Banking Policy** (circulated) – to agree as drafted.
  - f. **Budget Review and to discuss Budget for 2022-2023.**

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11. **Planning:**
  - a. Plans circulated since last meeting – See item 20 below.
  - b. Decisions received since last meeting –
    - M/22/00599/FUL- Culverness Cottage, Clows Top, Kidderminster DY14 9NU** – Change of use of land from agricultural to residential, extension of existing garage and the erection of an annex.
    - Appeal - 21/01416/GPDQ - APP/J1860/W/21/3284438 Glebe House, Bayton Kidderminster** – Notification of Prior Approval for the proposed change of use of an Agricultural Building to a dwelling house.
    - Appeal - 20/02024/HP - APP/J1860/D/21/3278289 Stone Cottage, Bayton, Kidderminster** - Bi-fold driveway gates (Retrospective).
    - M/22/00869/LB - Lynbury, Bayton, Kidderminster, DY14 9LJ** - Remove existing clay tile roof, insert membrane, reroof using clay tiles and ridge tiles to match.
    - M/22/00981/FUL - Common Farm, Clows Top, Kidderminster, DY14 9NY** - Proposal to make existing polytunnel 21.3m X 9.1m a permanent fixture, which will be used as a general-purpose store, accommodate livestock in conjunction with the existing agricultural holding.
  - c. **Plans for comment on tonight –**
    - M/22/01240/HP -Church Cottage, Bayton, Kidderminster, DY14 9LP** - Single storey rear extension to provide additional bedroom and garden room.
    - M/22/01203/HP - 3 Clows Top Road, Bayton, Kidderminster, DY14 9NB** - Erection of single storey extensions with associated alterations.
12. **Road report:**
  - a. **Lengthsman** –Monthly progress report.
  - b. Any problems to report.
  - c. **Grit for winter 2022-2023** – to discuss ordering grit from WCC at cost of £85.76 + VAT.
13. **Memorial Service Coronation Corner** – to discuss event planned for 4<sup>th</sup> November.
14. **BT Boxes –**
  - a. To discuss replacing electric lights, quotes to be presented to meeting.
  - b. To discuss condition of exterior paintwork.
15. **Slow down stickers for wheelie bins** – to discuss purchasing following request from resident.
16. **Appointment of External Auditor 2022/23-2026/27** – to agree to remain with Central External Auditors as recommend by advisors.
17. **Diversity/Equality/Inclusive Policy** – to discuss.
18. **GDPR Policies** – to discuss reviewing Policies.
19. **Correspondence for Information:**
  - CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.
  - Police** - Introductory Letter from Superintendent Rebecca Love
  - WCC** - Adoption of the Worcestershire Minerals Local Plan 2018-2036
  - Heritage Open Days September 2022**
  - Worcs Wildlife Trust** - Presentation given to CALC area meeting
  - MHDC Chairman**- Invite to Skittle Evening - Friday 7th October -Kempsey
  - MHDC**- Update on Housing Land Supply position
  - MHDC** - Cost of living support for pensioners in Malvern Hills District
  - MHDC** - Local Government Boundary Review final recommendations
  - National Moment of Reflection - 8pm SUNDAY 21<sup>st</sup> September 2022**
  - Nottingham University Student** - Research on rural energy consumption
20. **Clerks report on Urgent Decisions since last meeting**
  - Payments made – 25<sup>th</sup> July/22<sup>nd</sup> August/26<sup>th</sup> September – Mrs S Burrows Clerks Salary.**
  - 3rd August/26<sup>th</sup> September – Mr D Nunn LM, Mr C Bunn Maintenance Contractor.**
  - 26<sup>th</sup> September – Mrs S Burrows Microsoft subs.**
  - 14<sup>th</sup> September – Defibrillators returned to manufacturer for update - returned to Parish 16<sup>th</sup> September.**

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**Plans circulated 20<sup>th</sup> September – M/22/00981/FUL- Common Farm Clows Top Kidderminster DY14 9NY -**  
Proposal to make existing polytunnel 21.3m X 9.1m a permanent fixture, which will be used as a general purpose store, accommodate livestock in conjunction with the existing agricultural holding.

**21. 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.

**22. Date of next meeting: - TUESDAY 8<sup>th</sup> NOVEMBER 2022 – 7.30pm – Bayton Church**

**23. Meeting Closed.**

Signed *Sue Burrows*                      Date 5<sup>th</sup> October 2022

Clerk Sue Burrows