

# 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 summoned to attend **Bayton Parish Council Meeting** to be held on  
**Tuesday 14<sup>th</sup> FEBURARY 2023** in **BAYTON CHURCH** at **7.30pm**

### Agenda

1. **Apologies:** To receive 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 meeting of the Council held on 10<sup>th</sup> January 2023 (attached).
7. **Progress reports** for information
  - a. **Coronation Corner Wall** -update.
  - b. **Maintenance Contractor** – update and to agree payment as per invoice circulated.
  - c. **Police Charter (circulated)** – Parking issues in Bayton and Clows Top – update.
  - d. **May 2023 Elections (circulated)** – to discuss publicity.
8. **Reports on Meetings attended by Clerk or Councillors:**
9. **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/November 2022 as circulated.
  - d. **Bank Mandate** – update.
  - e. **Data Protection Registration** – to note DD of £35.00.
10. **Planning:**
  - a. Plans circulated since last meeting – **None**.
  - b. Decisions received since last meeting –  
**M/22/01656/FUL - Culverness Cottage, Clows Top, Kidderminster DY14 9NU Culverness Cottage, Clows Top, Kidderminster, DY14 9NU** - Change of use of a parcel of land from agricultural to residential and

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- formation of a new access to the highway.
- c. **Plans for comment on tonight –**  
**M/23/00051/HP** associated ref - **M/23/01796/LB** - **The Old Post Office, Bayton, Kidderminster DY14 9LJ** - Removal of two modern sash windows to first floor of rear elevation, reconfiguration of roof of single storey lean to extension to create balcony with glazed perimeter screen, insertion of glazed doors into extended window openings to access balcony.  
**M/23/00050/HP** - **Parsonage Barn, Bayton, Kidderminster, DY14 9LQ** - Erection of a domestic outbuilding to consist of two open garage bays and a utility room.
- d. **Enforcement queries in Parish – update.**
11. **Road report:**  
a. **Lengthsman** –Monthly progress report.  
b. **Problems to report.**
12. **Risk Assessment** – to review.
- 13.
14. **Defibrillator Policy** – to agree as circulated.
- 15.
16. **Donation to Bayton Church for use of building** – to agree to pay £300.00 as held in budget.
- 17.
18. **Diversity, Equality and Inclusive Policy** (circulated) – to agree on final Policy.
- 19.
20. **Coronation of King Charles 111** – to discuss purchase of mugs.
21. **Correspondence for Information:**  
CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.  
**WCC** - Worcestershire Green Infrastructure Strategy - comments by 6<sup>th</sup> March 2023  
**WCC** Budget 2023-2024 online information meeting – 31st January – 5pm
22. **Clerks report on Urgent Decisions since last meeting**  
**Payments** –7<sup>th</sup> February - Clerks Salary.  
**7<sup>th</sup> February** – Concerns about work on land at Bayton Common - query sent to MHDC Enforcement Team.
23. **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.
24. **Date of next meeting: - TUESDAY 14th MARCH 2023 – 7.30pm – Bayton Church**
25. **Meeting Closed.**

Signed *Sue Burrows* Date 8th February 2023  
Clerk Sue Burrows