

# BAYTON PARISH COUNCIL

Chair Lester Miles, 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 31<sup>st</sup> OCTOBER 2023** in **BAYTON CHURCH** at **7.30pm**

### Agenda

1. **Apologies:** To receive apologies.
2. **Co-opting 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 Cllrs Report**  
**District Cllrs Reports**
7. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 12<sup>th</sup> September 2023 (attached)
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 – September 2023.
  - d. **Budget Review** – to agree as circulated.
  - e. **Internal Auditor** – to discuss appointment, quotes to be presented to meeting.
  - f. **Grant Application from Victory Hall Clows Top** (circulated) – to discuss.
10. **Planning:**
  - a. Plans circulated since last meeting – **None**.
  - b. Decisions received since last meeting –  
**M/23/01164/FUL – Land at (0s 7177 7453), Beach Hay, Bayton** – Construction of new access and five bar gate.

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- c. Plans for comment on tonight –  
**M/23/01079/CU - Woodside Farm, Beach Hay, Bayton, Kidderminster, DY14 9NE - The proposed development is for the siting of a log cabin and two bell tents to be used for glamping holiday accommodation at Woodside Farm together with a ten pitch camp site and mobile toilet and shower facilities.**
  
- 11. Road report:**
  - a. **Lengthsman** –Monthly progress report.
  - b. Any problems to report.
  - c. Oaklands drains and Leasowes Corner drains – blocked outlets.
  
- 12. Risk Assessment** – To agree as circulated.
  
- 13. Mobile Phone for Parish Council** – to discuss.
  
- 14. Memorial Service Coronation Corner 8th November 2023 at 1pm**– update.  
To agree amount of donation to Poppy Appeal for wreath and 20 crosses.
  
- 15. Defibrillator** – Purchase of battery for Bayton Defib, cost to be presented to meeting.
  
- 16. Correspondence for Information:**  
CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.  
**WCC** - Tree Warden Scheme – circulated to residents.  
**MHDC** - Polling district, polling place and polling station review – comments by 2<sup>nd</sup> November.
  
- 17. Clerks report on Urgent Decisions since last meeting**  
**Payments made –**  
**16<sup>th</sup> October – HMRC Tax**  
**31<sup>st</sup> October – Clerks Salary**
  
- 18. 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.
  
- 19. Date of next meeting: - 10<sup>th</sup> October 2023.**
  
- 20. Cllrs to agree to close the meeting to Public and Press due to the confidential nature of the business to be discussed.**
  
- 21. Clerks Vacancy** – to discuss applications received and interview process.
  
- 22. Meeting Closed.**

Signed *Sue Burrows*

Date 26<sup>th</sup> October 2023

Clerk