

BAYTON PARISH COUNCIL
Chair David Burns, Richard Adams, Tom George

To Members of Bayton Parish Council

You are duly summoned to attend
Parish Council Meeting of Bayton Parish Council to be held on
Wednesday 25 September 2024 in BAYTON CHURCH at 7.30pm

Agenda

1. **Apologies:** To receive apologies.
2. **Co-option of a Councillor** - 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.

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 Councillor Report**
District Councillor Report
6. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 9 July 2024 (attached)
7. **Documents / Policies for Review**
 - a. Risk Assessment (annual review)
8. **Finances:**
 - a. **Bank Mandate**
 - b. **Payments**
 - i. Regular payments - confirmation of payments made
 - ii To consider payments to be made as on list presented at meeting including Clerks Expenses
 - c. **Receipt** - To report receipts since last meeting.
 - d. **Bank Reconciliation** - To agree Bank Reconciliation for Current Account as at 16 September 2024
 - e. **Budget review and report as at 16 September 2024**
9. **Planning:**
 - a. Plans circulated since last meeting -
M/24/00969/HP - Parsonage Farm
Planning appeal M/24/00378/PIP
 - b. Decisions received since last meeting -
M/24/00656/HP - 3 Clows Top Road - Approved

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- c. Plans for consideration at Meeting
- d. Enforcements

10. Road report:

- a. Lengthsman -Monthly progress report and any issues to report

11. Progress Reports -

- a. Milestone
- b. Damaged bollards and verge cutting WCC response
- c. Overhanging branches/shrubs on Highway update

12. Reports on Meetings attended by Clerk or Councillors

13. WMP Parish Charters renewal - discuss points

14. Correspondence for Information:

CALC newsletters, WCC, RSN weekly and monthly bulletins; TAP; MHDC; NPPF; CALC AGM; MHDC; PKF Littlejohn;
Other Correspondence

15. Correspondence for discussion

- a. Flooding signage in association with TAP and other Parish Councils - A443/A456
- b. MHDC Children & Young People Partnership

16. Clerks report on Urgent Decisions since last meeting

17. 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.

18. Date of next meeting - 12 November 2024

19. Meeting Closure.

Signed *Lesley Jenkins*
Clerk to Bayton Parish Council
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Date 19 Sept 2024