

BAYTON PARISH COUNCIL
Daphne Gray (Chairman), Lester Miles (Vice Chairman), Glenice Carver,
Kate Taylor, Christine Clarke

To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting**
to be held on **TUESDAY 19th April 2011** at **7.00pm** in **Bayton Village Hall**

Agenda

1. **Apologies:** To receive apologies and to approve the reason for absence.
2. **Declarations of Interest:**
 - a. **Register of Interests:** Councillors are reminded of the need to complete their register of interests.
 - b. To declare any **Personal** interests in items on the agenda and their nature.
 - c. To declare any **Prejudicial** Interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items).
3. **The meeting will be adjourned for Public Question Time**
CONSERVATION OFFICER AND
PLANNING OFFICER WILL BE ATTENDING

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. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.
4. **Minutes:** To consider adoption of the minutes of the Meeting of the Council held on **15th March 2011**. (attached).
5. **District/County Councillors reports** for information.
6. **Progress reports** for information:
 - **Election** – update.
 - **Tree work** – update.
 - **Grass verge opposite school** – update.
7. **Reports on Meetings attended by Clerk or Councillors** –
 - **Audit training –Clerk – 23rd March**
 - **WCC Parish Conference – 12th April**
8. **Finances:**
 - a. To consider payments to be made as on list presented at meeting.
 - b. To report receipts since last meeting.
 - c. **Bank Reconciliation** - Current and Investment Accounts – March 11
 - d. **To appoint Internal Auditor.**
 - e. **Financial Review (circulated)** – to agree PC comply with all statements.
 - f. **To agree Accounts for yearend 31st March 2011 and complete Annual Return for External Auditor.**

BAYTON PARISH COUNCIL

Daphne Gray (Chairman), Lester Miles (Vice Chairman), Glenice Carver,
Kate Taylor, Christine Clarke

9. Planning:

- a. **Plans for comment tonight** – see item 17 below.
- b. **Decisions received since last meeting** – None.

10. Road report:

- a. Lengthsman – Monthly progress report.
- b. Any problems to report.

11. Coronation Corner – update.

12. Bayton Village Hall – request for money for upkeep of Recreation Ground.

13. Business Rate Relief for Clows Top PO 2011-12. To agree to support the application at a cost of £69.01 to the Parish. (Information circulated).

14. Mile Stone B4202 Bayton Common – to discuss whether PC fund costs of repairs to stone (£50.00 requested).

15. Newsletter – to discuss content.

16. Annual Parish Meeting – to discuss.

17. Correspondence for Information:

A list of items circulated by paper and email in folder with minutes.

18. Clerks report on Urgent Decisions since last meeting.

11/00413/HOU - Carton Cottage, Clows Top – Close existing vehicle access & form new access & driveway.

11/00256/HOU – Beech Hay, Clows Top – Proposed two storey extension.

Letter regarding Dog Mess in Church Yard.

19. 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.

**20. Date of next meeting: - 17th May 2011 Annual Parish Meeting 7pm
followed by Annual Parish Council Meeting.**

21. Meeting Closed.

Signed-----Date 13th April 2011
Clerk Sue Burrows