

BAYTON PARISH COUNCIL
Chairman Lester Miles, Vice Chairman Bob Blount, Glenice Carver,
Christine Clarke, Kate Taylor, Phil Salisbury, Tracey Rochelle

To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting** to be held on
TUESDAY 9th APRIL 2013 in **Bayton Village Hall** at **7.30pm**

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 update their Register of Interests.
 - 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.
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. **Minutes:** To consider adoption of the minutes of the Monthly meeting of the Council held on 12th March 2013. (attached).
6. **District/County Councillors reports** for information.
7. **Progress reports** for information.
 - a. **Milestone B4202** – update.
 - b. **Bayton website** – update.
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 to continue Membership of CPRE for 2013-14 (£29.00).
 - d. To agree to continue Membership of National Association Local Councils (NALC) (£16.00).
 - e. Bank Reconciliation for Current and Investment Accounts – March 2013.
 - f. To review Internal Audit Test for 2012-13 (circulated).
 - g. To agree and sign Accounts for year ending 31st March 2013 (circulated).
 - h. To agree the Annual Governance Statement is being complied with as per Audit document (circulated).

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10. Planning:

- a. Plans circulated since last meeting – **See 14 below.**
- b. Decisions received since last meeting – **None.**
- c. Plans for comment on tonight – **None.**

11. Road report:

- a. **Lengthsman** –Monthly progress report.
- b. Any problems to report.
- c. Nineveh Road, Houghtons Pole Bridge – update.
- d. Blocked drains Nineveh/Clows Top Road – update.
- e. Meadow Farm Road water problem – update.

12. Newsletter and Annual Parish Meeting – to discuss.

13. Correspondence for Information:

A list of items will be available at the meeting.

14. Clerks report on Urgent Decisions since last meeting.

Plans – 13/00248/HOU – Sheafhouse, Bayton – Demolition of single storey extension and construction of single storey extension, porch to front elevation and minor alterations.

15. Councillor's 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.

16. Date and time of next meeting:

**TUESDAY 14th May ANNUAL PARISH MEETING followed by
Annual Parish Council Meeting**

17. Meeting Closed.

Signed-----Date **3rd April 2013**
Clerk Sue Burrows