

## **BAYTON PARISH COUNCIL**

**Daphne Gray (Chairman), Lester Miles (Vice Chairman), Glenice Carver,  
David Burns, Paul Christie, 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 21<sup>st</sup> April 2009** at 7pm 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**

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 **19<sup>th</sup> March 2009**. (attached).
5. **District/County Councillors reports** for information.
6. **Progress reports** for information:
  - a. **Housing Needs Survey** – Cllrs to be given letters for delivery.
  - b. **Emergency Planning** – update.
7. **Reports on Meetings attended by Clerk or Councillors**  
**Accounts to Audit 7<sup>th</sup> April** – Cllr and Clerk

## **BAYTON PARISH COUNCIL**

**Daphne Gray (Chairman), Lester Miles (Vice Chairman), Glenice Carver,  
David Burns, Paul Christie, Kate Taylor, Christine Clarke**

### **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 for Current and Investment Accounts – March 09.
- d. Internal Audit – (circulated) to be discussed and reviewed if necessary.
- e. To agree end of year accounts.
- f. Clerks Annual Salary increase – to agree and alter Standing Order.

### **9. Planning:**

- a. Plans circulated since last meeting.
- b. Decisions received since last meeting.
- c. Plans for comment on tonight

### **10. Road report:**

- a. Lengthsman – Monthly progress report.
- b. Any problems to report.
- c. Update on outstanding queries –
  - Clerks meeting with MHDC Drainage Officer (circulated).
  - Query regarding parking at back entry to Clows Top Post Office.

**11. Calor Village of the Year** – Cllr to update on ideas for this project.

**12. Annual Parish Meeting** – to discuss format and view Annual Report.

### **13. Correspondence for Information:**

A list of items will be available at the meeting.

**14. Clerks report on Urgent Decisions since last meeting.**

### **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 of next meeting: - 12<sup>th</sup> May 09 ANNUAL PARISH MEETING AND  
ANNUAL PARISH COUNCIL MEETING**

**17. Meeting Closed.**

**Signed-----Date 14<sup>th</sup> April 2009**  
**Clerk Sue Burrows**