

**BAYTON PARISH COUNCIL**  
**Chairman Richard Adams, Vice Chairman Bob Lawrence, Lester Miles**  
**Jane Kemp, Richard Wakeford, Paul Tonks**

**To Members of Bayton Parish Council**

You are duly required to attend **Bayton Parish Council Meeting** to be held by **VIDEO**  
on **Tuesday 9<sup>th</sup> MARCH 2021 at 7.30pm**

**Agenda**

1. **Apologies:** To note apologies
2. **Co-option** – to discuss 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 video meeting of the Council held on 9<sup>th</sup> February 2021 (attached).
8. **Progress reports** for information
  - a. **Waste bins** – update regarding signs for bins.
  - b. **Village Gates** – B4202 and A456 Clows Top – update.
  - c. **Bench Coronation Corner** – update and to agree payment of £275.00.
  - d. **Maintenance Contract work** – update.
  - e. **Seat Clows Top** -response from WCC.
  - f. **Digital Safe Places** – update.
  - g. **Training on Community Engagement for Cllr.**
9. **Reports on Meetings attended by Clerk or Councillors:**
10. **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 – February 2021
  - d. **Clerks Salary increase from 1<sup>st</sup> April 2021** – to note increase to £10.41 as per National increase.

## **BAYTON PARISH COUNCIL**

**Chairman Richard Adams, Vice Chairman Bob Lawrence, Lester Miles  
Jane Kemp, Richard Wakeford, Paul Tonks**

- 11. Planning:**
  - a. Plans circulated since last meeting – **None.**
  - b. **Decisions received since last meeting –**  
**20/01987/LB – Bank House, Bayton, Kidderminster DY14 9LQ –** Structural repairs to timber framing in large living room, Labelled B on the plan drawing.
  - c. **Plans for comment on tonight –**  
**20/01818/FUL Teddon Manor Farm, Clows Top, Kidderminster DY14 9NQ – Change of use and conversion of barn2, to form 2(no.) holiday cottages – 3 bed and 2 bed units, amenity areas, pedestrian and vehicular access, and parking and turning area.**
  - d. **Enforcement updates -**  
ENF/19/0085 - Sheds on land at Bayton Common  
ENF/19/0325 - Scrap Metal Bayton Common  
ENF/20/0352 – Agricultural land being used as garden Bayton Common.
- 12. Roads –**
  - a. **Lengthsman** –Monthly progress report.
  - b. Any problems to report.
  - c. **Beach Hay crossroads visibility splays** – update.
  - d. **B4202 Bayton Common** - Branch resting on BT Line.
  - e. **B4202 Bayton Common** – WCC update regarding water on road.
- 13. Flower boxes for Parish** – To agree budget/design.
- 14. Notice Boards** – To agree to replace and to set budget for Clerk to work with, suggested £1500.00 per board.
- 15. Memorial** – To discuss.
- 16. Confidential Complaint –**
  - a. **Terms of Reference for Working Party** (circulated) – update.
  - b. **Working Party Meetings** - to report back to PC.
- 17. Bayton Village Hall Management Committee regarding Maintenance of Bayton Church Car Park** – update.
- 18. Correspondence for Information:**

COVID 19 updates from CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan  
**MHDC Parish and Town Council Forum 25<sup>th</sup> January** – circulated.  
**WCC - Natural Networks Online Event** - 17<sup>th</sup> March 6pm
- 19. Clerks report on Urgent Decisions since last meeting.**  
**1<sup>st</sup> March** - Email from concerned resident regarding fingerpost marking Footpaths in Parish.
- 20. 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.
- 21. Date of next VIDEO meeting: - Tuesday 13<sup>th</sup> April 2021 at 7.30pm**
- 22. Cllrs to agree to close the meeting to Public and Press due to the confidential nature of the business to be discussed.**
- 23. Staffing Matters** - To discuss any issues that may be confidential.
- 24. Lengthsman Contract 2021-2022** – to discuss.

## **BAYTON PARISH COUNCIL**

**Chairman Richard Adams, Vice Chairman Bob Lawrence, Lester Miles  
Jane Kemp, Richard Wakeford, Paul Tonks**

- 25. Maintenance Contract 2021-2022 – to discuss.
- 26. Severne Green Mowing Contract 2021-2022 – to discuss.
- 27. Meeting Closed.

Signed *Sue Burrows*      Date 4<sup>th</sup> March 2021  
Clerk Sue Burrows