

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

To Members of Bayton Parish Council

You are duly required to attend **Bayton Parish Council Meeting** to be held on
Tuesday 21st June 2011 in **Bayton Village Hall** at **7.00pm**

Agenda

1. **Apologies:** To receive apologies and to approve the reason for absence.
2. **To coopt new Members onto the Parish Council** - to consider any applications received.
3. **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).
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. 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.
5. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 17th May 2011. (attached).
6. **District/County Councillors reports** for information.
7. **Progress reports** for information.
 - a. **Tree Work** – update.
 - b. **Coronation Corner** – update.
 - c. **Barbed wire fencing Bayton to Mamble Road** – update.
8. **Standing Orders** - to note contents and review as necessary.
9. **Financial Regulations** (circulated) – to review as necessary.
10. **To note the Code of Conduct** – Cllrs should all have their own copies.
11. **To consider the Council's Scheme of Delegation** (circulated) and to appoint members to the following:
 - a. Staffing Working Party.
 - b. Grievance and Disciplinary Committee.
 - c. Appeals Committee.
 - d. LM Coordinator.
 - e. Emergency Planning Committee.
 - f. Planning Working Party.
 - g. Clerk's Finance Support Group
 - h. Signatories for Current Account
 - i. Signatories for Investment Account
12. **Council's Risk Assessment (circulated) and Insurance** – to review and sign.

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13. To consider appointment of representative to outside bodies:

- a. Bayton Village Hall Committee (1 Cllr).

14. Reports on Meetings attended by Clerk or Councillors:

15. 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 - May 11.
d. External Audit – update.

16. Planning:

- a. Plans circulated since last meeting – **See item 21.**
b. Decisions received since last meeting –
11/00313/LBC – Plowstall Farm, Bayton – Modification and improvement to existing dwelling.
11/00510/HOU – Wheelwrights Patch, Bayton – Two storey extension on north elevation, single storey on south and porch on east.
c. Plans for comment on tonight – **None.**

17. Road report:

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

18. Consultation Documents – to discuss replies regarding -

- **WCC Agreement regarding Shared Services**
- **Future of Local Public Audit**

19. Queens Jubilee June 2012 – to discuss ideas to celebrate this event.

20. Correspondence for Information:

A list of items will be available at the meeting.

21. Clerks report on Urgent Decisions since last meeting.

- **11/00585/HOU – 4 Summit Road, C/Top** – Replacement of single and two storey extensions.
- **11/00558/HOU – 5 Summit Road, C/Top** – Demolition of conservatory and erection of single storey rear extension.
- **11/00630/FUL – Garth Madryn, C/Top** – Conversion of redundant agricultural building to provide a holiday let utilising existing vehicular access.
- **11/00521/HOU + 11/00522/LBC – Shakenhurst Hall, Shakenhurst** – Single storey extensions to side and rear of hall. Internal alterations. Alterations to outbuildings to allow reuse of stable block. Alterations to garden to include tennis court, outdoor pool.
- **Sustainable Communities Acts 2007 and 2010** - Consultation on large planning applications.

22. 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.

23. Date of next meeting: - TUESDAY 19th July 11 (there will be no meeting in August)

24. Meeting Closed.

Signed-----Date **15th June 2011**
Clerk Sue Burrows