

BAYTON PARISH COUNCIL
Chairman Cllr Clarke, Glenice Carver, Lester Miles,
Jane Williams, Richard Adams, Freddie Kemp

To Members of Bayton Parish Council

You are duly required to attend **Bayton Annual Parish Council Meeting** to be held on
Tuesday 8th May 2018 in **Bayton Village Hall** at
7.30pm or following closure of the Annual Parish Meeting if later

Agenda

- 1. Election of Chairman:** To elect new Chairman and sign Declaration of Office.
- 2. Apologies:** To receive apologies and to approve the reason for absence.
- 3. Co option** – to discuss applications received.
- 4. Election of Vice Chairman.**
- 5. 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.
- 6. 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.
- 7. 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.
- 8. County/District Cllrs Reports** – if not given at Parish Meeting.
- 9. Standing Orders** – to review.
- 10. Financial Regulations** – to review.
- 11. To consider the Council's Scheme of Delegation** and to adopt as drafted.
- 12. To appoint Cllrs to the following:**
 - a.** Staffing Working Party
 - b.** Planning Working Party
 - c.** Clerk's Finance Support Group
- 13. Council's Risk Assessment (circulated)** – to review.
 - a. Insurance** – to agree to review this by email before renewal date on 1st June 2018.
- 14. To appoint volunteers to the following roles:**
 - b.** Footpaths Officer
 - c.** Tree Warden
- 15. To consider appointment of representative to outside bodies:**
 - a.** Bayton Village Hall Committee (1 Cllr).
 - b.** Clows Top Village Hall Committee (1 Cllr).
 - c.** Worcestershire CALC Meeting Executive (2 Cllrs).

