

BAYTON PARISH COUNCIL

Minutes of the Parish Council Meeting of Bayton Parish Council held in Bayton Church at 7.30pm on Tuesday 12th July 2022

Present: Cllr Miles (Chair), Cllr Adams, Cllr Tonks.

In Attendance: Clerk, Dist Cllr Douglas Godwin

1. **Apologies:** Noted from Cllr Kemp, Cllr Burns, Cllr George and Cllr Wakeford.
2. **Declaration of Interest:**
 - a. **Register of Interests** – Cllrs reminded to keep their registers up to date.
 - b. **Disclosable Pecuniary Interests** – None declared.
 - c. **Other Disclosable Interests** – None declared.
 - d. **Cllrs own Computers/Tablets/Phones** – Cllrs confirmed own devices are password protected, have antivirus software installed and automatic updates set for their systems as per agreed policies.
3. **Dispensations** –
To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
 - a. **Dispensations requested** – None requested.
4. **Public Question Time** – No issues raised.
5. **County Cllr Report** – Apologies received; no report sent.
District Cllr Report – See notes at end of minutes.
6. **Minutes of Parish Council Meeting** held on 14th June 2022 were agreed by all and signed by Chairman.
7. **Progress reports for information** –
 - a. **Maintenance Contract work** – No invoice submitted.
 - b. **Noticeboard Bayton Common** – Waiting for WCC to install.
 - c. **Teme Wheels** – Service running with low numbers.
 - d. **Footpath Gate Bayton** – Blacksmith finished his work, gate to be rehung this month.
 - e. **Smartwater project** – Clerk circulated to residents, some interest shown, to discuss at September meeting.
 - f. **Jubilee Event June 2022** – Committee sold spare jubilee mugs which raised £95.00 for the event costs.
8. **Reports on Meeting attended by Clerk or Councillors:**
16th May - Clows Top Village Hall – Cllr attended; report circulated.
9. **Finances** –
 - a. **Payments made** – Mrs S Burrows (See Item 18) = £237.12, Mrs S Burrows (McAfee subs 2022-2024) = £109.99, HMRC (Tax April-July 2022) = £18.00.
 - b. **To report receipts since last meeting** – MHDC (CIL) = £108.96, WCC LM April/May 2022 = £264.50.
 - c. **Bank Reconciliation June 2022 (circulated)** – Balance agreed as £19583.23.
 - d. **Grants Policy** – It was agreed by all to adopt as circulated, amount in budget £543.00.
 - e. **Sale of Seat** – Mamble Parish Council have agreed to purchase the seat for £543.00.
 - f. **Clerks Salary** – It was agreed by all Salary to be paid by cheque monthly, two Cllrs to sign payslips when cheque signed. Payments due 25th July-22nd August. See Item 20 regarding June payment.
10. **Planning:**
 - a. Plans circulated since last meeting – **None.**
 - b. **Decisions received since last meeting** – **None.**
 - c. **Plans for comment on tonight** –
M/22/00869/LB - Lynbury, Bayton, Kidderminster, DY14 9LJ -Remove existing clay tile roof, insert membrane, reroof using clay tiles and ridge tiles to match. It was agreed by all to support this application, comment regarding tiles onsite not being suitable to be made.
M/22/00698/HP and M/22/00699/LB - The Old Post Office, Bayton, Kidderminster DY14 9LJ - Internal and external alterations including conversion of conservatory/garage extension to form kitchen and ancillary living accommodation. Installation of up to 24 photovoltaic panels in garden. It was agreed by all to support this application with a comment garage not to be separated from main property in future.
 - d. **Appeal - APP/J1860/D/21/3278289 - 20/02024/HP - Stone Cottage, Bayton, Kidderminster DY14 9LW – Bi-fold driveway gates (Retrospective).** To note the appeal.

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11. Road report

- a. Lengthsman – Work progressing.
- b. Problems to report – None.

12. **Financial Regulations** – It was agreed by all to adopt as circulated.

13. **Online Banking** – Registration has been made, Clerk will be a Service Administrator, cannot authorise payments. Clerk working on policy for banking to be approved at September meeting.

14. **Bank Mandate** – It was agreed by all to have four signatories. Clerk to download mandate for completion by Cllrs.

15. **Police Survey 2022** – It was agreed by all the circulated copy could be submitted.

16. **Coronation Corner Wall** – Clerk and Cllr to meet with Housing Association 12th August.

17. Correspondence for information –

CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.

Lunchtime Learning: the new Worcestershire Household Support Fund – various dates for online meeting.

Malvern Hills Electoral Review - Further Draft Proposals – comments by 9th August.

Police and Crime Commissioner - Will my Estate Strategy meet your needs? – comments by 29th July.

18. Clerks report on Urgent Decisions since last meeting –

Payment made – 27th June 2022 - Clerks Salary £237.12.

Planning issues - 27th June - Reported to MHDC Enforcement Team and Dist Cllr.

19. Councillors' reports and items for the next agenda.

Agenda items – Banking Policy, Bank Mandate, Diversity/Equality/Inclusion Policy, GDPR Policies, Coronation Corner Wall

20. **Date of next Meeting** – 13th SEPTEMBER 2022 at 7.30pm Bayton Church.

21. **Meeting Closed 8.20pm.**

Signed-----

Date 13th September 2022

Chairman

District Councillors Report

County Line issues - Police have made prosecutions.

Planning Enforcement - issues within parish ongoing.

WCC - resurfacing of Highways, lots of work being undertaken.
