

# BAYTON PARISH COUNCIL

## Minutes of the Parish Council Meeting of Bayton Parish Council held in Bayton Church at 7.30pm on Tuesday 8<sup>th</sup> November 2022

**Present:** Cllr Miles (Chair), Cllr Kemp (Vice Chair), Cllr Adams, Cllr Tonks,  
Cllr Wakeford, Cllr Burns.

**In Attendance:** Clerk, County Cllr David Chambers, Dist Cllr Douglas Godwin

1. **Apologies:** Noted from Cllr George.
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** – See report below.  
**District Cllr Report** – See report below.
6. **Minutes of Parish Council Meeting** held on 11<sup>th</sup> October 2022 were agreed by all and signed by Chairman.
7. **Progress reports for information** –
  - a. **Teme Wheels (report circulated)** – 15 passengers over 5 months, the service not sustainable, may be withdrawn at end of year.
  - b. **Coronation Corner Wall** – Awaiting response from Housing Association.
  - c. **Memorial Service Coronation Corner** – Service well attended to be held on 3<sup>rd</sup> November 2023.  
It was agreed by all to donate £45.00 to Poppy Appeal for wreath and twenty wooden crosses.
  - d. **BT Box lights replacement** – To be installed before end of November.
  - e. **Elections 2023** – All Cllrs will need to stand for Election, details will be circulated as MHDC send to Clerk.
  - f. **Silent Soldiers** – Paintwork on both Soldiers has small bubbles where previous large bubbles were. It was agreed Clerk to draft a letter for approval by Cllrs requesting replacement.
8. **Reports on Meeting attended by Clerk or Councillors:**  
Bayton Village Hall AGM 25<sup>th</sup> October – Cllr attended; report given.
9. **Finances** –
  - a. **Payments made** – Mr D Nunn (LM September/October 2022) = £321.75, Mr C Bunn (Maintenance, October 2022, underpaid 50p September 2022) = £53.00, Mrs S Burrows (Clerks Salary cheque dated 14<sup>th</sup> November) = £254.12, Poppy Appeal (see item 7c) = £45.00.
  - b. **To report receipts since last meeting** – No Bank Statement received for October.
  - c. **Bank Reconciliation October 2022** – No Bank Statement received for October.
  - d. **Bank Mandate** – Clerk waiting for one Cllr to sign mandate.
  - e. **Banking Policy** (circulated) – Clerk to redraft once she can access the online Bank Account.
  - f. **Budget Review and to discuss Budget for 2022-2023** – It was agreed by all to reduce money held in Reserves if possible; to use Maintenance money held in Reserves to fund next years' work. Clerk to redraft Budget for January 2023 meeting so Precept can be agreed.
10. **Planning:**
  - a. Plans circulated since last meeting – **None**.
  - b. **Decisions received since last meeting** –  
**M/22/00377/LB - Bank House, Bayton, Kidderminster, DY14 9LQ** - Replace a number of single glazed, timber windows at Bank House and also the replacement and redesign of the three dormers on the rear elevation of the building. 7no. windows will be replaced in total. **Approved by MHDC.**  
**21/01831/FUL - Woodside Farm, Beach Hay, Bayton, Kidderminster, DY14 9NE** Change of use/conversion of

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commercial unit and adjacent agricultural workshop to detached dwelling. Change of use of adjacent commercial unit to annex for proposed new dwelling. **Approved by MHDC.**

c. **Plans for comment on tonight –None.**

d. **Breach of Planning Permissions in Parish** – MHDC are continuing to look at issues raised.

## 11. Road report

a. **Lengthsman** – Work to keep drains/grips clear of debris continuing.

b. **Lengthsman 2023-2024** – It was agreed by all to renew Contract for 2023-2024 with Mr D Nunn subject to WCC providing funding.

c. **Problems to report** – None.

12. **Internal Auditor 2022-2023 Accounts** (circulated) – It was agreed by all to appoint D M Payroll Services Ltd at cost of £100.00.

## 13. Maintenance Contract –

a. It was agreed by all to offer Contract for 2023-2024 to Mr C Bunn who is willing to continue.

Funds held in Reserves to be moved to next year's expenditure figures to reduce Precept increase.

b. It was agreed by all Clerk to Manage Contractor, work to be agreed by email, if urgent discuss with Chair.

c. It was agreed by all to cost out essential maintenance only to BT Boxes.

14. **Mowing Contract 2023-2024** – It was agreed by all to renew a two year Contract with Forest & Garden Machinery at a cost of £800.00 (+ vat) per annum.

15. **Coronation Corner Annual Tree Survey** (circulated) – It was agreed by all to accept quote from A Hope Tree Services at a cost of £100.00 (+ vat).

16. **Coronation Corner Plants** – It was agreed by all to cut back shrubs but not to purchase further plants this year due to costs involved. It was suggested volunteers be asked to clear leaf's from Corner.

17. **Civility and Respect Project** (circulated) – After much discussion it was agreed by all to sign up to the Pledge.

## 19. Correspondence for information –

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

**Winter Provision Mapping-** comments by 18th October

**LA governor vacancy at Bayton CE Primary School**

**MHDC** - School Uniform Recycle/Reuse schemes in Malvern Hills District – passed to Bayton School

**MHDC** - Polling district and polling station review

**SWDP** - Traveller and Travelling Showpeople consultation- comments by 13<sup>th</sup> December

**SWDP** – Public Review consultation – comments by 13<sup>th</sup> December

20. **Clerks report on Urgent Decisions since last meeting – None.**

## 21. Councillors' reports and items for the next agenda.

**Agenda items** – Banking Policy, Bank Mandate, Coronation Corner, Risk Assessment, Budget, Diversity/Equality/Inclusive Policy, Dignity Policy.

22. **Date of next Meeting – - TUESDAY 10<sup>th</sup> JANUARY 2023 – 7.30pm – Bayton Church**

23. **Meeting Closed 8.42pm.**

Signed-----

Date 10<sup>th</sup> January 2023

Chair

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### DISTRICT COUNCILLORS REPORT

Budget on target, Planning issues being looked into in Parish.

Small amount of Grant Money that Dist Cllr has if PC wish to apply.

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### COUNTY COUNCILLORS REPORT

**Ambulance waiting times** - Concerns remain regarding the long delays outside Worcester Royal Hospital and the poor flow of patients from ambulance to A & E, to Wards and then discharge.

1. **Emergency Services Exercise at Worcester Cathedral** - On Sunday 6<sup>th</sup> November, as a Member of the Fire Authority, I attended an emergency services exercise. Hereford & Worcestershire Fire Authority, the Ambulance Service and the Police all took part. Some 100 officers from the various service were in attendance, some active on the exercise and others as observers. The exercise lasted almost three hours based on a fire in the lower

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ground floor of the cathedral, the evacuation of the injured, the removal precious of archives based in the roof section of the cathedral and so on.

Specialist appliances were mobilised including an appliance with a 30 meter extending ladder with platform which could reach the roof area of the cathedral and an appliance which was deployed at the river, enabling water to be pumped out of the river up to where the various fire engines were located, enabling five fire engines to be replenished with water indefinitely.

This type of exercise takes place several times each year at different locations. Mindful of the Manchester Arena disaster, which is very much in the news at present, this can give reassurance that our own emergency services are planning for potential serious eventualities.

**David Chambers**

**County Councillor, Tenbury Division.**