

BAYTON PARISH COUNCIL

Minutes of the Parish Council Meeting of Bayton Parish Council held in Bayton Church at 7.30pm on Tuesday 10th January 2023

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

In Attendance: Clerk

1. **Apologies:** Noted from Cllr Tonks.
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** – Clerk declared interest in building work at Clows Top – item 10d.
 - 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.
District Cllr Report – Apologies received, no report.
6. **Minutes of Parish Council Meeting** held on 8th November 2022 were agreed by all and signed by Chairman.
7. **Progress reports for information** –
 - a. **Teme Wheels** – The Charity have stopped the service; residents have been notified.
 - b. **Coronation Corner Wall** – Housing Association have offered to plant shrubs. Other issues not yet addressed.
 - c. **BT Box lights replacement** – Lights installed/electrics checked, necessary paperwork held, payment made 12th December. Clerk to draft policy and note regular checks. Electrics to have qualified safety check in 2029.
 - d. **Silent Soldiers** – Soldiers have been replaced and will be installed this weekend.
 - e. **Coronation Corner Annual Tree Survey** (circulated) – No concerns. Payment made 12th December.
 - f. **Maintenance Contractor** – No invoice for December.
8. **Reports on Meeting attended by Clerk or Councillors:**
9. **Finances** –
 - a. **Payments made** – Mrs J Kemp (Flowers/bulbs for boxes) = £61.91, Mrs S Burrows (see item12) = £470.12, HMRC (Tax due October 2022-January 2023) = £58.80, Mr D Nunn (LM December 2022) = £247.50.
 - b. **To report receipts since last meeting** – WCC Divisional Funds £417.00, MHDC Dist Cllr Ward Grant £100.00.
 - c. **Bank Reconciliation October/November** (circulated) – Balance agreed as £22241.65.
 - d. **Bank Mandate** – Mandate now accepted by Bank. It was agreed by all the three Cllrs on mandate to have full authority. Clerk to update mandate. Letters given to Chair from Bank.
 - e. **Banking Policy** (circulated) – It was agreed by all to approve the draft policy.
 - f. **Budget Review and to discuss Budget for 2022-2023** – Draft budget circulated showing precept increased to £9000.00. After much discussion it was proposed, seconded and agreed by all to increase precept by £300.00 to £9300.00. Grant budget to increase to £300.00.
10. **Planning:**
 - a. Plans circulated since last meeting – **See item 14.**
 - b. **Decisions received since last meeting** –
21/00490/LB - Somerville Barn, Bayton, Kidderminster DY14 9LL - To replace window with glazed door and windows. **Approved by MHDC.**
M/22/00698/HP associated ref - **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. **Approved by MHDC.**
M/22/01203/HP - 3 Clows Top Road, Bayton, Kidderminster DY14 9NB - Erection of single storey extensions with associated alterations. **Approved by MHDC.**

BAYTON PARISH COUNCIL

M/22/01240/HP - Church Cottage, Bayton, Kidderminster, DY14 9LP - Single storey rear extension to provide additional bedroom and garden room. **Approved by MHDC.**

M/22/01402/LB Associated Ref:M/22/01401/HP - The Mill House, Bayton, DY14 9LE - New build enclosure over existing swimming pool & replacement plant and changing rooms. **Approved by MHDC.**

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

d. **Breach of Planning Permissions in Parish –** MHDC are continuing to look at ongoing issues. Enforcement have confirmed Clows Top concerns reported on 22nd November is permitted development.

11. Road report

a. **Lengthsman –** Work continuing. Land owners to be reminded to keep drain outlets clear.

b. **Problems to report –** Blocked drains Clows Top Road, Bayton– Clerk is asking landowners to clear outlets.

12. **Clerk Salary increase** (circulated) – National Salary increase of £1.00 per hour from 1st April 2022, the monthly Salary increased to £279.12 per month. It was agreed by all to pay arrears of £246.00 from 10/04/2022-17/01/2023.

13. Correspondence for information –

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

MHDC - 6 Month Rule and Elections

MHDC - Small grants available for Warm and Welcoming spaces in Malvern Hills district

MHDC - Event Information - Investment in your Farm Innovation Pathway

Lacon Childe School - National Careers Week March 2023 - can your business help?

14. Clerks report on Urgent Decisions since last meeting –

Payments made – 12th December –

Mrs S Burrows (Clerks Salary) = £253.32, Mr D Nunn (LM December) = £222.75, Adrian Hope Tree Services (Tree survey) = £120.00, Mr N Williams (BT Box electrics) = £417.00

Plans circulated by email -

15th November - M/22/01402/LB Associated Ref:M/22/01401/HP - The Mill House, C2096 Bayton, Bayton, Worcestershire, DY14 9LE -New build enclosure over existing swimming pool & replacement plant and changing rooms. It was agreed by the majority to make no comments or objections.

M/22/01634/TPOA - Mission Room Clows Top - Undertake tree works, as detailed on application form and in any accompanying information. No comments to be made.

6th December - M/22/01656/FUL - Culverness Cottage, Clows Top, Kidderminster, DY14 9NU - Change of use of a parcel of land from agricultural to residential and formation of a new access to the highway. It was agreed by the majority to object due to present curtilage being of adequate size to address parking issues. Clerk to draft comments for approval by Cllrs.

22nd November – Report to MHDC Enforcement Officer regarding building work in Clows Top, see item 10d.

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

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

16. **Date of next Meeting – – TUESDAY 14th February 2023 – 7.30pm – Bayton Church**

17. **Meeting Closed 8.07pm.**

Signed-----

Date 14th February 2023

Chair
