

BAYTON PARISH COUNCIL

Minutes of the Monthly Parish Council Meeting of Bayton Parish Council held in Bayton Village Hall at 7.00pm on Tuesday 19th October 2010

Present: Cllr Gray (Chairman), Cllr Taylor, Cllr Clarke, Cllr Christie, Cllr Miles, Cllr Carver

In Attendance: Clerk, County Cllr and 7 Members of the Public.

1. **Apologies:** No apologies had been received from Cllr Burns.
2. **Declaration of Interest:**
 - a. **Register of Interests** – No forms were requested.
 - b. **Personal Interests** – None.
 - c. **Prejudicial Interests** – None.
3. **Public Question Time** – no matters were raised.
4. **Minutes of Meeting** held on 21st September 2010 were agreed by all and signed by Chairman.
5. **District Cllrs report** – None received.
County Cllrs report – A brief report was given on budget cuts. Winter gritting meeting later this month, more grit bins allocated for parishes. Money for rural roads allocated. Activated speed sign been on A456 this month. If Parish want it on different road contact Highways. County Cllr was thanked and left meeting.
6. **Progress reports** for information:
 - a. **Litter and dog mess Bayton** – letter had been delivered to all houses in Bayton Village. Following complaint Clerk reported one resident to Dog Warden for allowing dog to foul in village. They will send a formal letter to offender.
 - b. **Data Protection** – Clerk not yet completed.
7. **Reports on Meeting attended by Clerk or Councillors:**
 - **Clerk – Health and Safety Training 23rd September** – Brief report given. Being small PC we are risk low. Trees need checking every 2years, agenda item tonight.
 - **Village Hall meeting 16th September** - Cllr gave brief report. Lights outside and heating to be looked at. Play area no further progress. Cars blocking end of lane at school time a safety hazard being looked at.
8. **Finances** –
 - a. **Payments made** – Forest & Garden Machinery (2nd payment) = £323.00, Hollands Coaches (13wks) = £180.00, Ink Well 2000 printer ink = £22.62, LM Sept 10 = £72.00, Staples (photocopying letter) = £8.05.
 - b. **Payments received** – MHDC 2nd Precept = £3325.00, WCC LM (June,July,Aug) = £354.00 Interest = 48p.
 - c. **Bank Reconciliation** – Signed for September 10. Balance agreed as Current Account = £6012.33, Investment Account £5664.87.
 - d. **Budget Review to 30th September 2010** – review circulated to all. No queries raised.
 - e. **Precept for 2010-11** – Cllrs asked to think of future costs so precept can be discussed and decided by January 2011.
 - f. **External Auditors Report** – No queries were raised. Reported posted on noticeboards. No queries raised by Members of the Public.
9. **Planning:**
 - a. Plans for comment tonight -
10/01224/CPU – 1 The Terrace, Clows Top – Application for a Lawful Development Certificate for a Proposed Development – 2 storey extension with single storey conservatory. This is classed as permitted development and as such no comments will be taken into account from neighbours or Parish Council.
10/01126/HOU – 1 The Yard, Bayton – Extension to dwelling to facilitate the formation of a farm office. All agreed to support this application.
 - b. **Decisions received since last meeting-**

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10/00771/CCO – Old School Cottage, Bayton – Approval of reserved conditions

10/00927/CLE – Yew Tree Farm Caravan Park, Clows Top – Certificate of Lawfulness for an existing use. **Approved.**

c. Planning Queries raised by Electors:-

- Building of Porch – PC raised concerns regarding MHDC response to this breach of planning law. MHDC have agreed to write to the owner asking that Retrospective Planning Permission be applied for.
- Building of Conservatory/Replacement Windows – this matter is being looked into by MHDC.

10. Road report

a. Lengthsman – General drain clearance to be maintained.

b. Problems to report – none.

c. Update on outstanding queries –

- Gritting/bins Winter 2010-11 – WCC to decide on responses in October.

11. Coronation Corner – Letter received from Shakenhurst Estate offering to gift or sell for £1.00 the area of land known as Coronation Corner. A contribution of £200.00 towards legal fees has also been offered by the Estate along with the use of the Estate Solicitor. Douglas Godwin (local Solicitor) attended this meeting to give legal advice. Mr Godwin advised PC accept offer. Mr Godwin offered to deal with PC legalities for a fee of £200.00 (+VAT). (WCC have also been approached regarding doing legalities but local contact preferred). All agreed to accept the offer from the Estate and to employ Mr Godwin as our legal representative. Estate has offered to do Risk Assessment on beech tree situated on this land before completion. PL Insurance to be checked by Clerk.

12. Tree Maintenance – Clerk advised PC that the liability for oak tree on Church Car Park rests with the PC as it was given to the Parish by the WI in 1986. A request has been received asking if some of the lower branches could be cut. Clerk to obtain professional advice. No other trees owned at present.

13. Policy for Clerk when dealing with complaints from Members of Public – A revised Policy was circulated. All agreed to accept it. Complaints Log had been circulated.

14. Training with CALC Representative – Due to some Cllrs not available for 24th November it was agreed to fix another date.

15. Cllrs contact details/Newsletter – Cllrs reminded to set up email address for PC use. Suggestions for items for November Newsletter requested by Chairman.

16. WCC Shared Services – Chairman, Cllr and Clerk had looked at this. Clerk advised responses were mainly for cooperative working with WCC. Clerk to return completed form.

17. Business Rate Relief – Due to change of owners at Clows Top PO this needs to be agreed by PC as a formality for MHDC. It was agreed as follows: **‘The business is of benefit to the local community and it is reasonable for the parish to support it financially – 50% Discretionary relief will be awarded’.** (Minute ref. 18th May 10 – 17(d) refers to payment for this year).

18. Correspondence for information –

Email correspondence circulated - list in minutes folder.

Cllrs asked to check for old circulation folders.

19. Clerks report on Urgent Decisions since last meeting.

LM payment see item 8(a) above. Bus noise complaints passed to person hiring bus who advised she kept noise to minimum. Car parked on B4202 reported to CSO. CSO to advise owner not to park by dropped curb otherwise legally parked. Report to dog warden see item 6 above. -

Planning Comments – 10/00983/HOU – The Oaklands, Bayton – Erection of conservatory – Plans viewed after Sept meeting. No comments were made. (Omitted from Sept minutes).

20. Councillors’ reports and items for the next agenda.

Data Protection, Newsletter, Litter/Dog mess, Precept/Election fees.

21. Date of next meeting: TUESDAY 16th November 2010

22. Meeting Closed 8.25pm.

Signed-----
Chairman

Date 16th November 2010