

BAYTON PARISH COUNCIL

Minutes of the Parish Council Meeting of Bayton Parish Council held in Bayton Church at 8.30pm on Tuesday 21st November 2023

Present: (Chair) Cllr Burns, Cllr Adams, Cllr George

In Attendance: Clerk, one Member of the Public.

1. **Election of Chair** – It was agreed by all Cllr Burns be Chair until May 2024.
2. **Apologies** -None.
3. **Co-option of a Cllr** – No applications received.
4. **Declaration of Interest:**
 - a. **Register of Interests** – Cllrs reminded to keep their registers updated if changes occur.
 - b. **Disclosable Pecuniary Interests** – Cllr Adams - item 16 due to one of the applicants being a neighbour.
 - c. **Other Disclosable Interests** – None.
 - 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.
5. **Dispensations** –

To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –

 - a. **Dispensations requested** – Cllr Adams -item 16. The request for Cllr Adams to speak and vote on the item was agreed by all.
5. **Public Question Time** – See notes at end of minutes.
6. **Progress Reports** –
 - a. **Memorial Service, 8th November** – Service appreciated by all who attended especially Bayton School. Date for 2024 to be agreed.
 - b. **Bayton Defibrillator Battery purchase** – It was agreed to order from reputable supplier giving best value.
 - c. **Resignation of a Cllr** – Cllr Miles resigned, vacancy advertised and MHDC informed.
 - d. **Blocked Drains** – Landowner has cleared outlet, WCC been asked to jet.
7. **Minutes of Parish Council Meeting** held on 31st October 2023 were agreed by all and signed by Chairman.
8. **Reports on Meeting attended by Clerk or Councillors:**

Bayton Village Hall AGM 14th November 2023 – Chair circulated papers and gave a brief report.
9. **Finances** –
 - a. **Payments made** – Mr C Bunn (Maintenance work August to November) = £90.00, Clerks Salary see item 11.
 - b. **To report receipts since last meeting** – WCC LM (July/August) = £264.00.
 - c. **To agree Bank Reconciliation for Current Account** November 2023 - It was agreed balance £24471.49 (circulated).
 - d. **Clerks Salary** (circulated) – To note agreed National increase and payment of arrears from 5th April 2023 to 14th November 2023 as circulated.
10. **Correspondence for information** –

CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police and Crime Commissioner.
11. **Clerks report on Urgent Decisions since last meeting** –

Payments made –
14th November - Mrs S Burrows £436.12 (Clerks Salary inc. arrears of £192.00, see item id)).
12. **Councillors' reports and items for the next agenda.**

Agenda items – Charity donations, Setting of precept 2024-2025, Clerk Contract.
13. **Date of next Meeting** – 9th JANUARY 2024 (to be confirmed) - **7.30PM IN BAYTON CHURCH**
14. **Cllrs agreed to close the meeting to the Public and Press due to the confidential nature of the business to be discussed.**

BAYTON PARISH COUNCIL

15. Clerks Vacancy – Interviews held prior to this meeting, notes in files.

It was agreed all applicants were more than capable of taking up the position. After much discussion it was agreed by all to offer the post to Lesley Jenkins, references to be obtained. Pay scale SPC7, new email to be set up, old email to remain live for twelve months, retiring Clerk to work with new Clerk as required.

16. Meeting Closed 9.00pm.

Signed----- Date January 2023
Chairman

Public Question Time – Resident asked about siting of village gates for Bayton on Clows Top and Cleobury Road. Clerk will look back through minutes but from memory thought the verge was not wide enough.

DRAFT