

# BAYTON PARISH COUNCIL DRAFT

**Minutes of the Annual Meeting of Bayton Parish Council  
held in Bayton Village Hall at 7.35pm (following closure of Annual Parish Meeting)  
on Tuesday 12<sup>th</sup> May 2009**

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

**In Attendance:** Clerk, 4 members of the Public.

1. **Election of Chairman:** All agreed Cllr Gray should continue as Chairman. Declaration of Office signed.
2. **Apologies:** None.
3. **Election of Vice Chairman** – after discussion it was agreed by all Cllr Christie be elected as Vice Chairman.
4. **Declaration of Interest:**
  - a. **Register of Interests** – No new forms requested.
  - b. **Personal Interests** – None declared.
  - c. **Prejudicial Interests** – None declared.
5. **Public Question Time** – See notes at end of minutes.
6. **Standing Orders** (circulated) – no changes made.
7. **Financial Regulations** (circulated) – no changes made.
8. **To note the Code of Conduct** – All Cllrs have their own copies. Cllrs were reminded they are responsible for declaring interests and keeping their registers up to date.
9. **To consider the Council's Scheme of Delegation** (circulated) and to appoint members to the following:
  - a. **Staffing Working Party** – Cllr Taylor and Vice Chairman.
  - b. **Planning Working Party** – Chairman, Vice Chairman and Cllr Clarke (or one other if unavailable).
  - c. **Clerk's Finance Support Group** - Cllr Burns and Cllr Taylor.
10. **Council's Risk Assessment (circulated)** – list looked at and will be discussed with Chairman before next meeting.

**Insurance** – details of requirements circulated. Quotes being obtained. To be renewed by 1<sup>st</sup> June and all agreed Chairman and Clerk to agree on provider.
11. **To appoint volunteers to the following roles:**
  - a. **Footpaths Officer** – Clerk agreed to continue with help of regular volunteers.
  - b. **Tree Warden** – Clerk if no one else interested.
12. **To consider appointment of representative to outside bodies:**
  - a. Bayton Village Hall Committee – Cllr Christie agreed to continue on this Committee.
  - b. Worcestershire CALC Meeting Executive (2 Cllrs). Any Cllr to go if interested.
13. **Minutes of Meeting** held on 12<sup>th</sup> May 2009 agreed by all and signed by Chairman.
14. **County/District Cllrs Report:** - None received.
15. **Progress reports for information:**
  - a. **Housing Needs Survey** – Envelopes have been distributed; results should be available for next meeting.
  - b. **Police Survey** – copies circulated to Cllrs and Public.

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**16. Reports on Meeting attended by Clerk or Councillors:**

- a. Village Hall Meeting – AGM on 16th June, monthly meeting this week.
- b. Clerks Gathering regarding Finances – Internal Audit to be done before PC sign off Accounts in future, Assets Register to be started. Land in Bayton to be Registered to PC, Clerk to investigate.

**17. Finances –**

- a. **Payments made** – Forest & Garden Machinery (3<sup>rd</sup> payment) = £264.75, Bayton School (photocopying for APM) = £11.30, WCALC (Accounts training one Cllr) = £20.00, WCALC (Subs 09-10) = £195.91.
- b. **Payments received** – MHDC Precept = £3125.00, WCC LM = £473.20
- c. **Bank Reconciliation** – Signed for April 09 (Current and Investment Acc.).

**18. Planning:**

- a. Plans circulated since last meeting – **None.**
- b. Decisions received since last meeting – **None.**  
Plans for comment on tonight –  
**09/00193/FUL – Garth Madryn, Clows Top** – Installation of a 6.5m wind turbine. Cllrs agreed to have a site meeting before commenting. Clerk to arrange.  
**09/00508/HOU – Toothill, Holly Well Lane, Clows Top** – Erection of an extension to the dwelling together with minor internal alterations. (Amended scheme). No comments.

**19. Road report**

- a. **Lengthsman** – LM has no set days in Parish but will be more available in future.
- b. **Problems to report** –  
Drains in Nineveh Road, Norgroves End Road and by High House.
- c. **Update on outstanding queries** – Drain work in Clows Top Road still not done.

- 20. Calor Village of the Year** – Cllr to form Working Party with view to entering competition in 2010. One Member of Public shown interest. Update to PC at next meeting.

**21. Correspondence for information –**

See list attached.

**22. Clerks report on Urgent Decisions since last meeting –**

Cheque from Shropshire Council for minibus grant returned as wrong payee shown.

**23. Councillors' reports and items for the next agenda.**

Agenda items – Calor Village of the Year, Council Insurance, Risk Assessment, Footpath Clows Top, Coronation Corner, Asset Register, Registration of Parish Council Land with Land Registry.

**24. Date of next meeting: TUESDAY 16<sup>th</sup> June 2009.**

**25. Meeting closed 8.37pm**

Signed-----  
Chairman

Date 16<sup>th</sup> June 2009

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Two members of the public voiced concerns regarding the planning application 09/00193/FUL – Garth Madryn, Clows Top – Installation of a 6.5m wind turbine. Their concerns were possible noise pollution and the visual impact for houses in that area and the possibility of further applications being received for wind turbines in the Parish. Chairman advised them to write to Planning Officer and PC will discuss application which is on tonight's agenda.