

BAYTON PARISH COUNCIL

Minutes of the Monthly Parish Council Meeting of Bayton Parish Council held in Bayton Village Hall at 7.30pm on Tuesday 14th APRIL 2015

Present: Cllr Blount (Chairman), Cllr Salisbury (Vice Chairman),
Cllr Carver, Cllr Miles, Cllr Taylor

In Attendance: Clerk, County Cllr Ken Pollock, District Cllr Chris Dell, 5 Members of the Public.

1. **Apologies:** Cllr Clarke, apologies received and accepted.
2. **Declaration of Interest:**
 - a. **Register of Interests** – No changes declared.
 - b. **Disclosable Pecuniary Interests** – All Cllrs – items 7(a and b) due to all Cllrs having a potential benefit from these items.
 - c. **Other Disclosable Interests** – as above.
3. **Dispensations** –
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
 - **Dispensations granted** – All Cllrs were granted a Dispensation in April 2014 until May 2015 for all matters in items 7(a). All Cllrs were granted a Dispensation in March 2014 to for all matters in item 7 (b) Clows Top shop until May 2015. Cllrs can speak and vote on both items.
4. **Public Question Time** – See notes at end of minutes.
5. **Minutes** of Parish Council Meeting held on 10 March 2015 were agreed and signed by Chairman.
6. **District Cllrs report** – Report at end of minutes.
County Cllrs report – Report at end of minutes. Cllr was asked about fly tipping. A report had been made to WCC but nothing has happened. To be looked into.
7. **Progress reports for information:**
 - a. **Defibrillator Machines** – Ambulance service have agreed to training on 22nd April, Clerk contacting interested people.
 - b. **Community Shop Steering Group** – Survey had been well received with a 40% return, approximately 400 delivered, of 170 returns 158 wanted PO with a Shop. Group trying to meet with PO and then will hold further Parish Meeting.
8. **Reports on Meeting attended by Clerk or Councillors:**
Bayton Village Hall Meeting – Minutes will be circulated to Cllrs. They have joined Community First who will give advice on all issues related to village halls. If Cllrs have any issues they wish the hall to look into let our Hall Representative know.
9. **Finances:**
 - a. **Payments made** – Mr I Mapp LM January/February/March 2015 = £585.00, WCALC (see (e) below) = £244.65, Mrs S Burrows Salary increase (details in files) = £14.26, Forest & Garden Machinery (1st payment) = £390.00, CPRE (see (f) below) = £36.00.
 - b. **To report receipts since last meeting** – LM December 2014 = £162.50, Dist Cllr grant for Clows Top Shop = £100.00, County Cllr grant for Clows Top Shop = £300.00. County Cllr grant for Bayton Village Hall fence repairs = £94.00.
 - c. **Bank Reconciliation** – Signed for March 2015. Balance agreed as £14547.88 to be carried forward to 2015-16.
 - d. Budget for 2015-16 agreed, money held over from Defibrillator Donations = £2423.74.
 - e. It was agreed to join Worcestershire County Association of Local Councils for 2015-16 (£244.65).
 - f. It was agreed to join Campaign to Protect Rural England for 2015-16 at cost of £36.00.
 - g. It was agreed to appoint Mrs P Howell as Internal Auditor for 2014-15 audit.

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- h. It was agreed Internal Audit procedures are being adhered to, copy to be passed to Internal Auditor.
- i. It was agreed Council are adhering to the requirements of Annual Governance Statement and the Annual Return was signed to confirm this.
- j. Annual Return had been amended due to Clerical error, Box 9 year ending 2015 should read £5030. A note of the amendment was signed by Chairman and Clerk for External Auditor. End of year accounts were then agreed and Annual Return signed.

10. Planning:

- a. **Plans circulated since last meeting** – None
- b. **Decisions received since last meeting** – None.
- c. **Plans for comment on tonight** –
15/00397/FUL - Clay Farm, Clows Top DY14 9NN – Conversion of Clay Pigeon Shooting Club House to a single dwelling house. After discussion it was agreed to support this application.

11. Road report

- a. **Lengthsman** – No areas of concern. New contract to be signed, WCC have agreed funding.
- b. **Any problems to report** – Beach Hay Road, top end rough, Meadow Farm Road by recent repairs side of road breaking up.
- c. **Updates** – Beach Hay Road – rough at Bayton end, some potholes have been repaired.

12. **Standing Orders** – it was agreed to adopt as drafted.

13. **Financial Regulations** – it was agreed to adopt as drafted.

14. **Newsletter** – Cllrs agreed to circulate usual areas.

15. **Church Repairs** – Builders will need land near to Church for storage/office area for 6 to 9 months. It was thought the most suitable site was the Church Parking area by Oak tree, about one third of the area would be needed. This is managed by Bayton Village Hall Committee so Church have been advised to contact them. Cllrs had no objections to the area being used but could see parking problems for school whilst the work was being undertaken.

16. Correspondence for information –

Items available at the meeting – list in folder.

15/00264/AGR – Land at (Os 7144 7303), Hollywell Lane, Clows Top - Agricultural Building. MHDC have advised applicant no approval is required for this building.

Royal British Legion VE DAY Service – 8th May Bayton Church - 7.30pm – Cllrs have been invited to attend.

17. Clerks report on Urgent Decisions since last meeting –

LM Contract with WCC signed for 2015-16.

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

Agenda items – Defibrillator Training, Clows Top Shop, Reports from Bayton School and Bayton Village Hall for Parish Meeting.

Conservation Area, Bayton - Resident had asked a Cllr if some of Bayton could be taken out of Conservation area. Clerk to make enquiries with Dist Cllr.

19. Date of next meeting: **TUESDAY 12th MAY 2015 AT 7.00pm**

ANNUAL PARISH MEETING followed by Annual Meeting of Parish Council

20. Meeting Closed 8.43pm.

Signed----- Date 12th May 2015

Chairman

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Chairman thanked present Cllrs for standing for election in May 2015 and for their commitment to the community over the last 4 years. No other electors stood for election, present Cllrs will be re-elected in May.

Chairman suggested a meeting be held between representatives from PC, School, Bayton Village Hall and Bayton Church to discuss misunderstandings that have occurred in the past. It was hoped the meeting could be used to plan for the future of the community. It was agreed we all have different opinions on some issues but to work together would be the aim of the meeting. Each group could form agenda for meeting and from those agendas one agenda can be formed for meeting; some issues will be common to all groups. Chairman has spoken to Head of Bayton School and Chairman of Bayton Village Hall and they are agreeable to meet. Cllr Clarke has spoken for Church and thinks it is a positive move. Two of Hall Committee present at this meeting and were agreeable.

District Cllrs Report – Stated no one has stood against him so he will be our Dist Cllr for next term.

County Cllrs Report – Improvements to Tenbury nearly finished, much improved area, shops have suffered so please support Tenbury. Foster carers still needed if anyone interested County Cllr has contact details. Severn Trent closing road for water work, details will be advertised before it happens, possibly end of May 2015.

Cllr Ken Pollock

Martley,

Worcester