

BAYTON PARISH COUNCIL

Minutes of the VIDEO Parish Council Meeting of Bayton Parish Council held at 7.30pm on Tuesday 9th March 2021

Present: Vice Chairman Cllr Lawrence, Cllr Kemp, Cllr Wakeford, Cllr Tonks

In Attendance: Clerk, County Cllr Ken Pollock

1. **Apologies:** Apologies noted from Cllr Miles and Chairman Cllr Adams. It was agreed by all Vice Chairman to Chair this meeting.
2. **Co-option of a Cllrs** – No applications received.
3. **Declaration of Interest:**
 - a. **Register of Interests** – Cllrs are reminded to keep their register up to date.
 - b. **Disclosable Pecuniary Interests** – Cllr Tonks item 16 Confidential Complaint.
 - c. **Other Disclosable Interests** – See above.
 - d. **Cllrs own Computers/Tablets/Phones** – Cllrs to confirm own devices are password protected, have antivirus software installed and automatic updates set for their systems as per agreed Policies. **All Cllrs confirmed their devices are compliant.**
4. **Dispensations** –
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
Dispensations requested – Cllr Tonks was granted a Dispensation until May 2023 to speak and vote on item 19.
5. **Public Question Time** – No matters raised.
6. **County Cllr Report** – See notes at end of minutes. Cllr left meeting after giving his report.
District Cllr Report – Apologies received; no report given.
7. **Minutes of Parish Council Meeting** held on 9th February 2021 were agreed by all, Clerk and Chairman to meet to sign document.
8. **Progress reports for information** –
 - a. **Waste bins** – Signs with Clerk, green and plain, 7 of each was agreed by email. It was agreed to pay Cllr for signs at cost of £126.00 .
 - b. **Village Gates on B4202** – WCC have installed on B4202 on entry to Clows Top.
 - c. **Bench Coronation Corner** – Bench ordered at cost of £275.00, delivery within next week.
 - d. **Maintenance Contract work** – Seats to be cleaned and oiled, Coronation Corner to be cut back and tidied.
 - e. **Seat Clows Top** -WCC not responded. It was agreed to purchase two benches as circulated approximate cost £550.00 each. One for Clows Top and one for Bayton, locations to be confirmed later.
 - f. **Digital Safe Places** – Cllr circulated information from Bayton Village Hall.
 - g. **Training on Community Engagement for Clerk and Cllr** – places booked for 31st March
9. **Reports on Video Meetings attended by Clerk or Councillors:**
10. **Finances** –
 - a. **Payments made (circulated)** – Mr I Mapp (LM February 2021) = £216.00, Mr R Lawrence (flowers for verges) = £88.00, Mr R Lawrence (See item 8a) = £126.00.
 - b. **To report receipts since last meeting** – WCC LM(October/November) = £360.00, MHDC (Dist Cllr Grant for verge flowers) = £100.00.
 - c. **Bank Reconciliation February 2021** (circulated) – It was agreed by all and will be signed by Cllr, Balance in cash book on 28th February 2021 = £24317.75.
 - d. **Clerks Salary increase from 1st April 2021** – to note increase to £10.41ph as per National increase. Clerk could backdate increase to April 2020 but she declined to do so. Standing Order for bank agreed as £249.84, letter for Bank to be signed by two Cllrs.
11. **Planning:**
 - a. **Plans circulated since last meeting** – None.
 - b. **Decisions received since last meeting** –
20/01987/LB – Bank House, Bayton, Kidderminster DY14 9LQ – Structural repairs to timber framing in large living room, Labelled B on the plan drawing. **Approved by MHDC.**

BAYTON PARISH COUNCIL

- c. **Plans for comment on tonight –**
20/01818/FUL Teddon Manor Farm, Clows Top, Kidderminster DY14 9NQ – Change of use and conversion of barn2, to form 2(no.) holiday cottages – 3 bed and 2 bed units, amenity areas, pedestrian and vehicular access, and parking and turning area. It was agreed by all to support with comment regarding Footpath not being marked on the application.
- d. **Enforcement updates -**
ENF/19/0085 - Sheds on land at Bayton Common – Enforcement is satisfied the sheds are compliant with planning policy. The caravan is not being used as residential accommodation; Enforcement will write to request landowner tidy land but they do not consider official action needs to be taken.
ENF/19/0325- Scrap Metal Bayton Common – Enforcement visited site and it had been cleared. Clerk still having reports from residents. Clerk to pass matters of concern to Enforcement.
ENF/20/0352 – Agricultural land being used as garden Bayton Common – Enforcement have sent a map showing the agricultural land is part of curtilage. Clerk has map from MHDC planning website showing agricultural land is not within the curtilage. It was agreed by all the matter to be referred back to Enforcement to clarify.

12. Road report

- a. **Lengthsman –** Current LMs training is not up to date so work has stopped. See item 24.
- b. Any problems to report – **None.**
- c. **Beach Hay crossroads visibility splays –** Clerk awaiting WCC reply to request for visit.
- d. **B4202 Bayton Common –** Branches on BT Line, no update.
- e. **B4202 Bayton Common –** Awaiting WCC update, drains have been surveyed, the road is dry.
13. **Flower boxes for Parish –** Cllr has been speaking to a local business. It was agreed Cllr continue with an initial budget of £200.00, nine boxes suggested depending on cost.. Ninevah Ridge Care Farm cannot make boxes.
14. **Notice Boards –** Aluminium cost £1500.00 depending on backing etc, 10 year guarantee with a life of 25years. Cllr to look at website with Clerk for next meeting.
15. **Memorial –** Cllr is making initial contact with Worcester Diocese and Bayton Church. She will report back to next meeting. All Cllrs supported the idea subject to costs being agreed.

**At 8.08pm due to internet issues the Chairman agreed to close the meeting for Clerk to resolve issues.
Meeting continued at 8.10pm.**

16. Confidential Complaint –

- a. **Terms of Reference for Working Party (circulated) –** CALC have agreed the draft copy. Cllr queried removal of Financial items from initial draft, Clerk confirmed these had been removed. Clerk to circulate final draft.
- b. **Working Party Meetings –** No meetings held. Chair of WP not being updated regularly by legal advisor. It was agreed by all Chair of WP to contact the legal advisors Line-Manager.

17. **Bayton Village Hall Management Committee correspondence regarding Maintenance of Bayton Church Car Park (circulated) –** After consultation with residents BVH have agreed to look at improving the surface of the Car Park and will not increase the area. Cllrs discussed leaves being cleared in autumn, improvements to surface of Car Park and Footpath between Car Park and Hall, white railings being repainted, wild flower area being reinstated on Recreation Ground. Cllr offered to advise BVH on surface improvements as a resident if needed. Clerk to draft letter for circulation.

18. **Correspondence for information –** Email correspondence circulated - CALC Training dates.
COVID 19 updates from CALC, NALC, WCC, MHDC, Police
MHDC Parish and Town Council Forum 25th January – circulated.
WCC - Natural Networks Online Event - 17th March 6pm (Clerk will try to attend)

19. Clerks report on Urgent Decisions since last meeting –

1st March - Email from concerned resident regarding fingerpost marking Footpaths in Parish. Resident had contacted WCC who advised it is a requirement to have such signage off the Highway.

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

Agenda items – Maintenance Contract, Seats, Memorial

21. Date of next Video Meeting – 13th April 2021 at 7.30pm

BAYTON PARISH COUNCIL

22. It was agreed by all to close the meeting to Public and Press due to the confidential nature of the business to be discussed.
23. **Staffing Matters** – No confidential matters to discuss.
24. **Lengthsman Contract 2021-2022** – Zoom interviews held on 8th March, three applicants. It was agreed to offer the contract to David Nunn, notes in files. He is booked into Zoom Training on 18th March, the offer is subject to him attending and passing the training. Hourly rate under discussion to be agreed by email.
25. **Maintenance Contract 2021-2022** – It was agreed by all to carry over budget balance from this year to next year.
26. **Severne Green Mowing Contract 2021-2022** – Forest & Garden Machinery had offered a two year contact 2021-2023 at a cost of £1400.00 + vat, an increase in total of £20.00. It was agreed by all to accept this offer.
27. **Meeting Closed 8.41pm.**

Signed----- Date 13th April 2021
Chairman

County Cllrs Report

National lockdown - Worcestershire has recently experienced a high incidence of coronavirus outbreaks with levels above the average for England, but lower than for the West Midlands. The trend is in the right direction and we have to hope it will continue, no matter what new variants might appear from around the world. Cadmore Lodge is still on standby to take those who may have been in hospital, but are not definitively clear of the disease, and hence able to go to care homes. Our schools opened again yesterday, March 8th and we hope that then education will rapidly return to something approaching normality. By the same token, we must hope that our library can resume normal service and not only rely on the digital provision that has kept it effectively operating during the lockdown. The current arrangements will continue until the 12th April

Council Tax - On Thursday 18th February, the full Council approved the draft budget. This includes provision for an 1.5% increase in the basic council tax rate and a 1% increase in that money designated for Adult Social Care, making a total of 2.5%. You will recall that any increase above 2% in the basic rate requires a referendum for approval. We have kept the tax increase low but still aim to balance our budget. The government has made 3% available for ASC over the next two years, and we have decided to take 1% of that for the coming financial year. Others, like Herefordshire and Staffordshire, have allocated all 3% for the coming year, making an increase in county council tax of 4.99%. There was not much opposition to our move for a 2,5% increase. The Liberal Democrats wanted a small increase and the Labour group thought that all the increase should have been paid by central government. In the end, the budget was approved without too much difficulty.

Highways report - At the same meeting, my colleague, Alan Amos, the Cabinet Member responsible for Highways, presented his report on the state of our carriageways and footways. It is worth noting that it is an aim of WCC to be in the top 25% of all county authorities for the condition of our roads and we are succeeding in that endeavour. This comes at a cost, and in a normal year, we spend some £12 million on carriageway repairs. In the current year, another £6 million will be spent and next year a similar sum of £6 million will be spent on resurfacing and repairs. Footways are treated separately and this year an extra £4 million is being spent with 12 gangs at work on this. Next year a similar extra sum of £4 million will be spent on footways. Full details on this and all other matters concerning highways can be read on the website, and anyone can listen to a recording of the live webcast of the whole council meeting.

Local matters - On Friday 26th February, the Environment Agency hosted a meeting on Tenbury flooding. The progress on ground investigations was reported, along with preliminary design for a comprehensive flood defence scheme. There was also discussion on the recent flooding that resulted in Market Street being closed for just a short while. The reasons for this are being investigated by the EA, Severn Trent Water and the County Council. It is worth noting that many other locations around the county fared worse, in terms of disruption, although property damage was limited.

I believe road repair works have been carried out in the village in the last couple of weeks. I hope this has proved effective, but, for obvious reasons, I have not had the opportunity of visiting the village to see for myself. If you have any further local concerns about highway matters, please let Hannah Davies know in the first instance, but let me know if the response seems inadequate.

In addition to the money made available for your seat, I have made a number of applications for assistance under my Divisional Fund, and I have to inform you that that source of support is now exhausted.

Cllr Ken Pollock