Bayton Parish Council

DRAFT Minutes of the Parish Council meeting of Bayton Parish Council held in Bayton church at 7.30 pm on Tuesday 9 January 2024

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

In attendance – Clerk, 2 members of the Public

- 1. Apologies none
- 2. **Co-option of a Cllr** No applications received
- 3. **Declaration of Interest:**
 - a. Register of Interests Cllrs are reminded to keep their registers updated if changes occur.
 - **b.** Disclosable Pecuniary Interests none
 - 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.
- 4. **Dispensations** To consider written requests from councillors for the council to grant a dispensation (S33 of the localism Act 2011)
 - a. Dispensations requested none

Meeting adjourned for

5. Public Question Time

Agenda item 14 - Tree Wardens introduction to Councillors -

Tree Wardens meeting and introduction to Parish Council

Meeting resumed

- 6. **County Councillor Report** received report at end of the minutes **District Councillor Report** – none received
- 7. **Minutes of the Parish Council Meeting** held on 20 November 2023 were agreed by all and signed by Chair

8. Progress Reports

- **a.** Bayton Defibrillator Battery purchase has been received held until defib requires replacement
- **b.** Blocked Drains to be checked
- c. Villages Gates for Bayton awaiting a response from WCC moved to next Agenda
- 9. Reports on Meetings attended by Clerks/ Councillors none attended

10. Finances

- a. Payments to be made agreed Adrian Hope quotation £110 plus VAT for Tree Survey
- **b.** To report receipts since last meeting
- **c.** To agree Bank Reconciliation for current account to 30 November 2023 All agreed and signed by Chair
- **d.** ICO Yearly renewal paid by Direct Debit all agreed
- e. Payroll to consider appointment of independent payroll Agent all agreed, resolved.
- f Precept 2024 2025; report considered and agreed Precept of £ 9,515
- **g.** Appointment of Independent Examiner agreed by all to appoint Ruth Mullett, letter signed.

- h. Bank Mandate this to be amended to remove previous clerk Mrs S Burrows and Cllr Miles; to add signatories of Cllr George and Mrs L Jenkins (Clerk) for information purposes. Thus 2 Councillors and Clerk. All agreed.
- i. Replacement laptop discussion of laptop which is 7 years old. Agreed by all for Clerk to source a new windows laptop (funds reside in Reserves)

11. Planning

- a. Plans circulated since last meeting none
- **b.** Decisions received since last meeting M/23/01631/AGR Common Farm, (general permitted development) notification under Sch.2pt6
- **c.** Plans for discussion M/23/10580/FUL Land at (OS 7072 7270) Clows Top change of use of land to a mixed use of land for agriculture and the keeping of racing pigeon, the erection of 3 no.timber outbuildings, construction of hardcore tract, erection of grates and fences (retrospective). Discussed no comments
- **d.** Enforcements Clerk reported on any emails received.

12. Road Report:

- a. Lengthsman progress report none received Clerk to follow up
- **b.** any problems to report
- 13. Mobile phone for PC None required Clerk has a designated number
- 14. Tree Warden introduction to Cllrs Moved to within Public Question time
- 15. Charity Giving Decision not to give any at this time all agreed
- 16. **OPPC Grants for Road Safety (circulated)** discussion and all agreed not to apply at this time.
- 17. WMP contract renewal agreed by all, points as previous contract
- 18. **Correspondence for information as circulated** CALC, NALC, WCC, MHDC, Police, South Worcestershire Development Plan, Police & Crime Commissioner, OPPC Grants,
- 19. Clerks report on urgent decisions since last meeting

29 November – Tree Warden nominations
Payments made – D Nunn (LM) £181.50 Defib World £254.59

20. Councillors' reports and items for next agenda

Each Cllr is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making

- 21. Date of next meeting 12 March 2024 at 7.30pm Bayton Church
- 22. 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

23.	Clerks Contract – discussed and agreed	
24.	Meeting closed at 20:47pm	
25.	Signed	Date:
	Chair	