

# BAYTON PARISH COUNCIL

## Minutes of the Monthly Parish Council Meeting of Bayton Parish Council held in Bayton Village Hall at 7.30pm on Tuesday 10<sup>th</sup> April 2018

**Present:** Cllr Clarke (Chairman),  
Cllr Miles, Cllr Adams, Cllr Carver, Cllr Williams, Cllr Kemp

**In Attendance:** Clerk, Five Members of the Public

1. **To appoint a Chairman due to resignation of Cllr Blount** – It was agreed by all to appoint Cllr Clarke to be Chairman until the Annual Meeting in May. A Declaration of Acceptance of Office was signed.
2. **Apologies: None.**
3. **Co-option of a Cllr** – One application had been received and circulated from Freddie Kemp. It was agreed by all to Co-opt Mr Kemp onto the PC. Cllr Kemp signed his Declaration of Acceptance of Office and was welcomed onto the PC.
4. **Declaration of Interest:**
  - a. **Register of Interests** – A form was given to Cllr Kemp for completion.
  - b. **Disclosable Pecuniary Interests** – None declared.
  - c. **Other Disclosable Interests** – None declared.
5. **Dispensations** –
  - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – **None requested.**
6. **Public Question Time** – See notes at end of minutes.
7. **Minutes of Parish Council Meeting** held on 13<sup>th</sup> March 2018 were agreed by all and signed by Chairman.
8. **County Cllr Report** – Apologies received, no report received.  
**District Cllr Report** – Apologies received, no matters to report.
9. **Progress reports for information** –
  - a. **Slow signs for Bayton Parish** – Cllr confirmed School will be working with children this term regarding slow speeds thorough the Parish. Community Safety Partnership (CSP) not yet responded to Clerks emails. Cllr Williams and Cllr Kemp to be copied into emails in future. It was agreed to hold an open meeting to advise residents on considerate driving etc. Support from CSP would be helpful.
  - b. **Centenary WW1** – Cllr Williams and Cllr Kemp to help with this event to be held on 10<sup>th</sup> June.
  - c. **Vacancy on Parish Council** – Cllr Blount has resigned for personal reasons. It was agreed Clerk to send letter of thanks to him. Clerk has advised MHDC of the vacancy and notices up until 12<sup>th</sup> April informing residents.
  - d. **Data Protection Law changes** – Clerk advised Cllrs it would be advisable if anyone contacts them direct to respond through Clerk. The new law may mean Cllrs have to register, still not clear.
  - e. **Leasowes, Bayton** – This matter was passed to Dist Cllr and no response has yet been received.
  - f. **Footpath by side of School** – Cllr Williams advised she had cleared the path of leaves after asking Hall Trustee. Clerk advised School mums and LM have cleared the path in the past. A letter from WCC is in PC files stating the Hall are responsible for the safety of the path, a copy to be sent to Hall.
10. **Reports on Meetings attended by Clerk or Cllrs** –  
**WCC Conference 6<sup>th</sup> March** – Clerk attended, meeting was interesting, details circulated.
11. **Finances** –
  - a. **Payments made** – Hollands Coaches (mini bus 13 weeks) = £180.00, BT PlusNet (DD 3<sup>rd</sup> March) = £41.40.
  - b. **To report receipts since last meeting** – WCC LM Payments September/November 2017/January 2018 = £650.00, Transparency Fund Grant (Reserved funds - Clerks hours/printer) = £432.53.
  - c. **Bank Reconciliation March 2018** (circulated) – Signed by Cllr balance agreed as £20743.41 in cash book.

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## 12. Planning:

- a. Plans circulated since last meeting – **See item 16.**
- b. Decisions received since last meeting – **None.**
- c. Plans for comment on tonight – **None**

## 13. Road report

- a. **Lengthsman** – Grips, gullies to be cleared.
- b. **Problems to report** – Water leak Church Lane, Clerk will report. Clerk reported blocked drain last year.
- c. **Clerks Meeting with Highways May 2017** – See below, issues now being resolved.
- d. **Clows Top crossroads** – Still no update given by WCC, Clerk to query with County Cllr.
- e. **2/3 Clows Top Road** – Due to County Cllr supporting Clerk on this matter the road will now be resurfaced in May. Drain issues to be resolved before or with resurfacing. Clerk has had one meeting with WCC onsite and another is planned for tomorrow. Cllr Kemp to attend with Clerk.

## 14. Coronation Corner improvements

– MHDC Conservation Officer advise from last year was to inform them of what Parish want and they will consider the matter. It was agreed to put on agenda for Parish Meeting.

- a. **To discuss employing a Gardener** – Following comments made by resident tonight to be discussed at Parish Meeting.

## 15. Correspondence for information –

Email correspondence circulated - list in minute's folder.

**CALC Training dates 2018 circulated.**

**MHDC Parish & Town Council Forum 9<sup>th</sup> April 2018 – 5.30-8pm**

## 16. Clerks report on Urgent Decisions since last meeting –

Plans circulated by email 17<sup>th</sup> March 2018 –

**18/00072/FUL Associated Ref: 18/00073/LB – Norgroves End Farm, Bayton, Kidderminster DY14 9LX - Change of use of Traditional Stone, Timber and Brick Farm Building to Residential.** MHDC failed to provide all the details for this application for the March meeting. Full details were circulated and it was agreed by all to support the application. Cllr Blount did not comment on this matter due to having an interest.

## 17. Councillors' reports and items for the next agenda.

**Agenda items** – WW1 Centenary Celebrations, Vacancy on PC, Data Protection changes, Coronation Corner improvements and garden area, Parking by Coronation Corner, projects for Parish improvements.

## 18. Date of next Meeting – 8<sup>th</sup> MAY 2018 ANNUAL PARISH MEETING 7.15PM

To be followed by Annual Parish Council Meeting at close of this meeting.

## 19. Cllrs to agree to close meeting to the Public due to the confidential nature of the business to be discussed.

## 20. Appointment of Internal Auditor for 2018-19 – It was agreed to appoint usual auditor at a rate of £50.00.

## 21. Meeting Closed 8.45pm.

Signed----- Date 8<sup>th</sup> May 2018

Chairman

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## Residents issue –

**Minutes of Meeting 9<sup>th</sup> January 2018 item 11** – Resident again queried the contents of the minutes due to the Clerks comments being in minutes. This was discussed fully at last meeting. Clerk felt her work was being questioned but resident stated this was not the case. It was asked if PC would consider recording meetings so conflicts can be resolved. PC have no equipment for recording meetings, Clerk prefers to use written notes. Clerks are advised to destroy notes/recordings of meetings when the draft minutes have been written. PC cannot stop residents from recording meetings if they wish.

**Coronation Corner** – Resident questioned why a gardener was being considered for the corner. Clerk stated comment at last meeting was corner looked untidy. Resident stated this was concerning the area by the BT pole which is where the wall may be extended to.

**Parking in Village** – Resident raised concerns regarding parking at Coronation Corner. Clerk stated a letter was sent to residents in that area in autumn 2017, Clerk spoke to some residents at that time. Can be discussed at Parish Meeting.

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