

BAYTON PARISH COUNCIL

Minutes of the Monthly Parish Council Meeting of Bayton Parish Council held in Bayton Village Hall at 7.30pm on Tuesday 2nd October 2018

Present: Cllr Clarke (Chairman), Cllr Miles, Cllr Williams, Cllr Kemp, Cllr Sharp

In Attendance: Clerk, four Members of the Public.

1. **Apologies:** Received and accepted from Cllr Adams.
At this point the Chairman asked if anyone wanted to record the meeting and the Standing Orders paragraph regarding Public Question Time was read out to residents. No one wished to record the meeting.
2. **Co-option of a Cllr** (circulated) – An application had been received from Susan Sharp. It was agreed by all she be co-opted onto the Council.
3. **Declaration of Interest:**
 - a. **Register of Interests** – Cllr Sharpe has completed a form, Clerk to forward to MHDC. Chairman to update her register.
 - b. **Disclosable Pecuniary Interests** – None declared.
 - c. **Other Disclosable Interests** – None declared.
4. **Dispensations** –
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – **None requested.**
5. **Public Question Time** – No matters raised. At the start of the meeting the Chairman explained the process of this point in the meeting.
6. **Minutes of Parish Council Meeting** held on 10th July 2018 were agreed by all and signed by Chairman. Meeting arranged for 11th September cancelled due to Council not being quorate, a note is in the minutes book.
7. **County Cllr Report** – Apologies received, no report received due to illness.
District Cllr Report – No apologies or report received.
8. **Progress reports for information** –
 - a. **Speeding awareness event** – Cllr has confirmed she is working to confirm a date in October with School/Police/Hall.
 - b. **Parking in Bayton** – Working Party continue to look into this. To report to next meeting.
 - c. **Waste bins for Parish** – Hall Trustees have no objection to new bins. Clerk has been asked by resident if wheelie bins could be used so Clerk will contact MHDC for advice.
 - d. **Leasowes, Bayton** – MHDC have responded to say trees were in a dangerous state so no notice needed to fell them. A hedge is to be planted by Housing Association who own the land.
 - e. **Standing Orders** (circulated) – Some wording in the document has been amended due to legal changes. Clerk to amend and publish.
9. **Reports on Meetings attended by Clerk or Cllrs** –
Clerk – GDPR Training – retention of documents.
WCALC Area Meeting 15th August - cuts in bus services for South of County, all services are being reviewed.
Cllr - Bayton Village Hall meeting 24th July 2018 – Minutes have been circulated, a brief report given by Cllr.
10. **Finances** –
 - a. **Payments made** – Mrs S Burrows (see item 10d) = £111.63, Mrs S Burrows (see item 10e) = £74.88, WCALC (Clerks training 18/07/18) = £30.00, Mrs S Burrows see item 9b) = £19.35, Hollands Coaches (minibus 13 weeks) = £180.00, WCALC (Clerks training 23rd May) = £10.00, Clows Top Amateur Productions = £125.00 (see item 14), Bayton Village Hall (mowing grant 2018-19) = £300.00.
 - b. **To report receipts since last meeting** – WCC LM May 2018 = £162.50, Western Power (wayleave) = £26.56.
 - c. **Bank Reconciliation July/August 2018** (circulated) – Signed by Cllr balance agreed as £20972.24 in cash book.
 - d. **Clerks Expenses 2016/17** (circulated) – It was agreed by all to pay £111.63 as circulated.
 - e. **Clerks Salary increase from 1st April 2018** (circulated) – National increase in salary. It was agreed by all to pay arrears of £74.88 and change Standing Order to £235.39 per month.
11. **Planning:**
 - a. **Plans circulated since last meeting** – See item 17.
 - b. **Decisions received since last meeting** –

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18/00500/OUT – Land At (os 7120 7198), Clows Top – Erection of one dwelling with all matters reserved, except for access. **Approved by MHDC.**

18/00669/FUL – Teddon Farm, Clows Top, Kidderminster DY14 9NQ – Change of use of agricultural land for temporary residential use. Temporary siting and occupation of a static residential caravan for a period of 6 months during renovation and extension of dwelling. **Approved by MHDC.**

18/00453/FUL – Teddon Farm, Clows Top, Kidderminster DY14 9NQ – Creation of double garage built in to existing bank, erection of a stable block, including change of use of land from agricultural to equestrian. **Approved by MHDC.**

18/00944/HP – Parsonage Farm, Bayton, Kidderminster DY14 9LQ – Single storey rear extension. **Approved by MHDC.**

18/00728/FUL – Caravans 12 and 13, Badgers Walk, Pool Lane, Clows Top – Change of use of two caravans to residential use. **Refused by MHDC.**

18/00842/FUL – Plowstall Farm, Bayton, Kidderminster DY14 9LY – Construction of a roof over the top of an existing silage pit. **Approved by MHDC.**

c. Plans for comment on tonight –

18/01217/LB Associated Ref: 18/01216/HP – St Bartholomew’s Church, Bayton – Proposed installation of oil tank to the north of the chancel. Proposed installation of flue pipe into existing chimney to west side of organ chamber roof to serve new boiler installation. It was agreed by all to support this application.

Appeal – 18/00314/OUT – APP/J1860/W/18/3207709 – Land at (os 7117 7200), Clows Top – Erection of one detached dwelling. PC supported this application, it was agreed by all no further comments to be made.

d. Planning query – 17/01663/AGR – Larches Wood At (Os 7015 7431) Clows Top – Prior notification for track improvements to supply access to the whole site for the purposes of agricultural and forestry. Creation of new access onto B4202. No update yet received from MHDC.

12. Road report

a. Lengthsman – WCC organising training and equipment. Grips, gullies to be cleared.

b. Problems to report – Drain by church blocked, hedges Church Lane hedges to be cut, pothole Meadow Farm Road, hedges by school need cutting around signs, Beach Hay crossroads – to request white lines on Cleobury side going up.

13. Data Protection Law (circulated) – It was agreed by all to adopt the policies and publish.

14. Clows Top Amateur Productions – Request for £150.00 grant. It was proposed and agreed by all to grant £125.00.

15. Bayton Village Hall letter of 11th September 2018 (circulated) - The PC note the change of Custodian Trustee but were surprised and disappointed with Trustees not consulting anyone on this matter. Clerk to draft letter in response. Clerk to look into implications if no Trustees can be found in the future and what the changes would mean for the Charity.

16. Meetings 2019 – It was agreed by all meetings next year should alternate between Clows Top and Bayton Halls and start time to be 8pm. Clows Top is free on Tuesdays. Clerk to book both Halls and circulate dates.

17. Correspondence for information –

Email correspondence circulated - list in minute’s folder.

CALC Training dates 2018 circulated.

18/00728/FUL – Caravans 12 and 13, Badgers Walk, Pool Lane, Clows Top – Change of use of two caravans to residential use. Notice of application going to Committee.

18/00842/FUL – Plowstall Farm, Bayton, Kidderminster DY14 9LY – Construction of a roof over the top of an existing silage pit. Clerk did not circulate as this application was initially made as an agricultural application which the PC supported.

18/01151/FUL – Common Farm, Clows Top, Kidderminster DY14 9NY – Concreting existing stoned farm yard area. Clerk circulated on agenda written for cancelled September meeting. No comments made.

Celebrating the humble hall in Worcestershire – a study by Worcestershire Archive & Archaeology Service – Clerk has filled in the questionnaire.

MHDC Enviro Week - October half term

Hereford and Worcester Radio -new evening community programme – community input requested.

South Worcestershire Development Plan Consultations –

Development Boundary Review -Proposed Methodology Review – Comments by 8th October – no comments made.

Briefing for Town and Parish Councils – MEETING 6th November

WCC Conference – 9th October – Clerk to attend.

MHDC Forum – 22nd October - CANCELLED

Gambling Act 2005 Statement of Review – consultation closes 2nd November 2018 – no comments made.

18. Clerks report on Urgent Decisions since last meeting –

Payments 11th September – Mr I Mapp LM July/August/September 2018 -= £585.00.

28th May 2018 – Came & Co (insurance 2018-19) = £344.74 (omitted from June 2018 minutes))

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

South Worcestershire Development Plan Consultations circulated –

Village Facilities and Rural Transport Survey – comments by 31st August

Open Space Assessment (including Community Buildings) Town/Parish Survey – comments by 5th October

Hedges Church Lane – request by resident for hedges to be cut back.

Agenda items – Vacancy on PC, Data Protection changes, Parking in Bayton Village, Waste Bins, Risk Assessment, Recording Policy, Internal Audit.

20. Date of next Meeting – 13th NOVEMBER 2018 AT 7.30PM

21. Meeting Closed 8.52pm.

Signed----- Date 13th November 2018

Chairman

Residents issue – No issues raised.