

## CLAYTON PARISH COUNCIL

### **TO: ALL MEMBERS OF CLAYTON PARISH COUNCIL**

**YOU ARE HEREBY SUMMONED** to attend a Meeting of Clayton Parish Council to be held at **Clayton Village Hall** on **16<sup>th</sup> September 2021** at **7pm**, for the purpose of transacting the following business.

Members of the Press and Public are invited to attend and may address the Council when tabled at the invitation of the Chairman.

#### **C. Hepton**

Claire Hepton  
Clerk to Clayton Parish Council  
Date: 2<sup>nd</sup> September 2021

Tel: 01274 813134  
E-mail: clerk@clayton-pc.gov.uk

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### **AGENDA**

#### **1. APOLOGIES FOR ABSENCE**

To receive and consider the acceptance and approval of Apologies for Absence notified by Members.

#### **2. DISCLOSURES OF INTEREST (Members Code of Conduct)**

To receive disclosures of interests from Members on matters to be considered at the meeting as detailed in the Parish Council Code of Conduct adopted at the Parish Council meeting on 15 November 2012. A Member must register with the Monitoring Officer any change to interests or new interests in Appendix A and B within 28 days of becoming aware of it.

A Member need only declare the existence but not the details of any interest which the Monitoring Officer agrees is a "sensitive interest".

A sensitive interest is one which, if disclosed on a public register, could lead the Member or a person connected with the Member to be subject to violence or intimidation.

#### **3. ADMISSION OF THE PUBLIC**

(Public Bodies (Admission to Meetings) Act 1960,  
Clayton Parish Council Standing Order No.67)

To determine if any of the tabled items to be discussed require to be held in closed session.

#### **4. PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT, FOR INFORMATION ONLY, ON MATTERS ARISING FROM THE MINUTES WHICH ARE NOT INCLUDED ON THE AGENDA (Papers previously circulated to Members)**

To receive the Minutes of Clayton Parish Council's meeting held on 29<sup>th</sup> July 2021. The Chairman/Parish Clerk will detail any progress made on Matters Arising from the Minutes

**Recommended: That the presented Minutes are accepted as a correct record of Clayton Parish Council's meeting held on 29<sup>th</sup> July 2021, and that they are signed by the Chairman.**

The clerk informed the council on the matters arising following the last council meeting:

- Website – due to annual leave the working group have yet to meet. This will be arranged very shortly.
- Speed indication devices (sid) – the clerk has contacted Bradford council asking for more information. This will be shared once this has been received.
- Annual return (AGAR) 2001/21 – this has been approved by the external auditor and will be available on the website shortly. It will also be displayed on the noticeboard.

#### **5. CHAIRMAN'S REMARKS AND CORRESPONDENCE**

The Chairman will outline other issues relating to activities undertaken since the last meeting and prior to the current meeting and notable correspondence received (a summary and copies of which wherever possible have been circulated to Members previously) for information, and, if deemed appropriate, for consideration and resolution by the Council.

#### **6. STAFF SAFETY**

Closed session: To decide actions to support the safety of Parish Council employees, up to the value of £1000

## **7. PASSING OF FORMER COUNILLOR**

Members may or may not be aware that Mrs Betty Priestley passed away quite recently. Betty joined the Parish Council in 2010. Cllr Gudgeon has requested that this item be added to the agenda. Members are asked if they would like to send a letter of condolence or something similar. Betty was also an active member of Cowgill Patient Participation Group up until about 4 years ago.

## **8. WILD GARDEN**

Cllr Gudgeon has requested that this item be added to the agenda.

Members are asked to consider the following:-

I drove up Thornton Rd the other day and just below the Esso petrol station below the Tyke there is a triangular piece of land that had been planted as wild garden. It looks super and is so good for the bees and environment.

It made me wonder if we could plan for something similar in Clayton next year.

I propose the triangular piece of land on Baldwin Lane, opposite the bench. It is open and if agreed with Bradford Parks could be an ideal spot. I am sure we can come up with another 2 or 3 spots in Clayton that we could work with Bradford Parks to convert into wild gardens.

I propose we look at this and work with Bradford Parks and agree to plan for next year. Consideration should be given to the height of the plants so that the view is unobstructed.

## **9. TEAPOT REST**

Following on from the previous meeting 2021/059. The clerk contacted the insurance company who confirmed that the area would be automatically covered under its public liability. A bench costing circa £800 would also be covered without any extra cost.

More information will be supplied regarding the cost to carry out the legal work. This all then would need to be discussed as to whether to continue forward with the transfer etc.

## **10. BRADFORD CITY OF CULTURE**

Simon Cunningham from Bradford council will be in attendance to provide information about this and members can discuss any action from this.

## **11. FRIENDS OF CLAYTON PARK**

Ms Lucy Brown will be in attendance to update the council on their plans, what they've already done and take and any questions.

## **12. GRANT AID**

### **Applications**

Members are asked to consider the following applications for grant aid from organisations based in the Parish subject to the provisions of the policy for administering grants in the current budget year and, if deemed appropriate, to determine the amount of financial assistance to be contributed.

- **Clayton Community Association**

A request for £2900 has been received from the above organisation. The money would be used to decorate the outside of the building to protect it against the weather. Full details are attached.

- **Clayton Estate Community Group**

A request for £881 has been received from the organisation above. The money would be used to purchase a new oven/hob and water boiler as the current one is not fit for purpose. Full details are attached.

- **Dementia support group**

A request for £720 has been received from the group above. The money would be used to pay towards the room hire for the Village Hall where the group meets and other running costs. Full details are attached.

## **13. COMMITTEE REPORTS/WORKING GROUPS**

### **a) STAFFING**

- **Report from the chairman**

Cllr Pitts will provide a report on staffing matters since the last parish council meeting.

➤ **Office rent**

The clerk uses her home as an office and the existing weekly allowance has not been reviewed for 4 years. Members agreed that an inflationary rise should be awarded when the pay review is also looked at i.e 1<sup>st</sup> April. The committee have proposed an increase from £24.30/week to £26.19/week. This would be back dated to 1<sup>st</sup> April 2021.

**b) PLANNING**

➤ **Report from the chairman**

Cllr Thirkill will report on planning matters since the last parish council meeting

**c) FINANCE**

➤ **Report from the chairman**

Cllr Findlay will provide a report on finance matters since the last parish council meeting.

➤ **Invoices paid and due for payment.**

Members will note that most payments are now being made by bank transfer. The Chairman of the parish council and that of the finance committee are the 2 notifiable members who are advised prior to payment.

*Details to be circulated to Members at the Meeting.*

**Recommended:** That the list of invoices and cheques paid and due for payment be approved and signed by the Chairman

**d) ALLOTMENTS**

➤ **Report from the Chairman**

Cllr Thackwray will provide a report on allotment matters since the last parish council meeting.

➤ **Pedestrian gate**

It has been asked if a pedestrian gate can be installed at the allotments. Information attached.

**e) EVENTS**

➤ **Report from the Chairman**

Cllr Houldsworth will provide a report on event matters since the last parish council meeting.

**e) LIBRARY OVERSIGHT**

➤ **Report from the chairman**

Cllr Thackwray will provide a report on library matters since the last parish council meeting.

**14. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

To receive reports from Representatives to the following Outside Bodies, if applicable:

**Parish council liaison meeting** – Update from Cllr Thackwray

**15. PUBLIC CONSULTATION AND QUESTION TIME**

To receive questions/comments from the Public on:

- .any matter which is tabled for discussion on the Agenda;
- any other matter of public interest which is within the responsibilities of the Parish Council;
- And to receive suggestions of items for inclusion on the Agenda of the next Parish Council meeting from the Public and from Members of the Parish Council.

**16. TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT MEETING'S AGENDA**

**17. DATE OF NEXT MEETINGS**

To confirm the date and time of the next meeting.

The next full meeting of Clayton Parish Council is  
on Thursday **18<sup>th</sup> November 2021 at the Village Hall**