

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 **16th November 2017** 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: 1st November 2017

Tel: 0781 2584 615
E-mail: clerk@clayton-pc.gov.uk

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 21st September 2017. 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 21st September, and that they are signed by the Chairman.

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

- Queensbury tunnel minute number 2017/420- a letter of support has been sent to Dr.McWilliams as agreed.
- Co-option. No election was called for therefore the seat vacant can be filled by co-option. Anyone interested should contact the clerk for an informal discussion.

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. MAKE CLAYTON SAFE ACTION GROUP

Member/s will update the council on the action group that they have set up. In particular they would like to discuss speeding, anti-social behaviour (bus shelter vandalism), drug dealing and the school crossing on Bradford Road.

7. COMMITTEE REPORTS/WORKING GROUPS

a) PLANNING

- **Report from the chairman**
Cllr Thirkill will report on planning matters since the last parish council meeting

b) STAFFING

- **Report from the chairman**
Cllr Pitts will provide a report on staffing matters since the last parish council meeting.

c) FINANCE

- **Report from the chairman**
Cllr Pitts 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) EVENTS

- **Report from the Chairman**
Cllr Cunningham will provide a report on staffing matters since the last parish council meeting.
- **Dickensian Market.**
As the Parish Council has agreed to working in conjunction with the Dickensian Market committee members are asked to consider what help they could provide both leading up to the event and on the day.

8. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

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

Glenholme Allotments Association - Update from Cllr Cunningham

Parish council liaison meeting – Update from Cllr Kaushal-Bolland

9. 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 also from Members of the Parish Council.

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

11. DATE OF NEXT MEETINGS

To confirm the date and time of the next meeting of full Clayton Parish Council. The next meeting will be on Thursday **18th January 2018 at 7pm** in the Village Hall

- Planning, events and staffing meeting – 27th November 2017 from 6.30pm in the library office
- Finance Committee Meeting – tba