

## 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> January 2020** 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: 7<sup>th</sup> January 2020

Tel: 0781 2584 615  
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 19<sup>th</sup> September 2019. 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 21<sup>st</sup> November 2019, and that they are signed by the Chairman.**

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

- The allotments have been cleared and tidied.
- The noticeboard is now installed at the allotments
- The number plates have been ordered for the allotments. Awaiting delivery.

#### **5. TO RECEIVE WRITTEN APPLICATIONS FOR THE OFFICE OF PARISH COUNCILLOR AND TO CO-OPT CANDIDATES TO FILL THE EXISTING VACANCIES.**

To decide by co-option to fill one of the three vacancies we have on the Parish Council.

We have received one application for these posts from Mr Ian Findlay (Details of which have been previously circulated prior to the meeting).

#### **6. CHAIRMANS 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.

#### **7. 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.

## **YOUTH TOLLER CAFE**

A request for £2330 has been received on behalf of Youth Toller Café (Clayton youth club). The grant would be used to help pay room hire for the Village Hall, pay for coaches to deliver boxing coaching classes. Full details are attached.

## **8. 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.

### **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 Andrew 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

- **Budget, Precept and Council Tax 2020/21**

Cllr Andrew will present the proposed budget, precept and council tax for 2020/21

**Recommended:** That the Budget, Precept and Council tax for 2020/21 as laid out in the budget document be set as follows:

Net expenditure: £83,105  
Use of reserves: £10,000

Precept: £73,105  
Council tax based on band D: £29.94  
Increase of £4.61 (19.19%)

### **d) EVENTS**

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

## **9. TREES**

a) to investigate land available for tree planting and seek appropriate permissions from the land over. Any further updates.

## **10. GAS PARK SQUARE**

Members are asked to consider their involvement in this. Mr Baruch from Clayton footpaths group has been invited to attend.

## **11. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

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

**Glenholme Allotments Association** - Update from Cllr Jowett & the members of the working group.

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

## **12. 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.

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

## **14. DATE OF NEXT MEETINGS**

To confirm the date and time of the next meeting.

19<sup>th</sup> March 2020

21<sup>st</sup> May 2020

Committee meetings –

- Planning, Events – 3<sup>rd</sup> February 2020