

CLAYTON PARISH COUNCIL

TO: ALL MEMBERS OF CLAYTON PARISH COUNCIL

YOU ARE HEREBY SUMMONED to attend a REMOTE Meeting of Clayton Parish Council to be held at **via Microsoft teams** on **17th September 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: 3rd September 2020

Tel: 01274 813134
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 16th July 2020. 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 16th July 2020, and that they are to be signed by the Chairman at a later date.

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

- Audit Commission Annual Return AGAR (External Audit – Littlejohn - Return). This has now been submitted for review.
- The roundabout has been planted up.
- Planning applications have been emailed out monthly where applicable and responses enter in the Bradford planning portal.
- NALC have confirmed the National Salary Award. For 2020/21 this is 2.8% increase which will be back dated to 1st April 2020.

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. GRANT AID

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 financial year and, if deemed appropriate, to determine the amount of financial assistance to be contributed.

Thornton United

They are requesting £4000 to install barriers around the pitch on the land adjacent to Clayton St.Johns Primary school. This is a retrospective application for work already carried out. Full details attached.

7. SPEEDING

This has been brought up by local residents complaining about speeding around the village, especially up Clayton Lane/The Avenue. He has asked that members of the council discuss this.

8. ALLOTMENT AGREEMENT/RULES

The members elected to do the allotment inspection along with the representatives to Glenholme Allotment Association have worked to revise the rules. These will be effective from 1st April 2021. Full details attached.

9. NOTICEBOARD

The noticeboard in the grounds of the library has over time perished which has meant that the posts are now completely rotten. Full details to be circulated.

10. WEBSITE

The Parish Council needs to be accessible to all. Clerk has contacted 2 companies that are being used by other local Parish councils. Information to be made available prior to the meeting.

11. COMMITTEE REPORTS/WORKING GROUPS

a) FINANCE

- *Report from the Finance Chairman*
Cllr Gudgeon 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

b) EVENTS

- Report from the Events chairman
Cllr Gudgeon will provide a report on finance matters since the last parish council meeting.

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 (subject to government guidelines)

19th November 2020