

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 **17th November 2016** 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: 10th November 2016

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 22nd September 2016. 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 22nd September 2016, and that they are signed by the Chairman.

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

- Secure storage in the village hall – currently waiting for the racking to be delivered and installed.
- Yorkshire water – allotment bill has been paid
- Holly Park benches – Clayton Cricket Club have made use of the benches.
- Roundabout signage – M & J Landscapes have been awarded the job.
- A letter of thanks has been received from Clayton Dickensian Market and Bowling Club thanking the Parish Council for the grant which was awarded.
- Grit bins should be in situ in the next few weeks.

5. TO RECEIVE WRITTEN APPLICATION FOR THE OFFICER OF PARISH COUNCILLOR AND TO CO-OPT A CANDIDATE TO FILL THE EXISTING VACANCY/VACANCIES

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

We have received one application from Mrs Sujit Brar. (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. FINANCE

a) Invoices paid and due for 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

8. COMMITTEES/WORKING GROUPS/OUTSIDE BODIES

a) PLANNING

i) Report from the chairman

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

b) STAFFING

i) Report from the chairman

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

c) FINANCE

i) Report from the chairman

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

d) EVENTS

i) Report from the Chairman

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

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

a) 16th CLAYTON DIEHARD SCOUT GROUP

A request for £5000 has been received from the above group. The grant would be used to help replace the mini bus that was stolen. Full details are attached.

b) 61st BRADFOD SOUTH GROUP

A request for £475 has been received from the above group. The grant would be used to help set up the Explorer Scout section of the group. Full details are attached.

10. PLANTING AT THE ROUNDABOUT

Of the five companies that were approached only 2 quotes were received. Full details are attached. Council are asked to agree which company to award the contract to.

11. ARMED FORCES COVENANT PARTNERSHIP

Following on from the last Local Council Liaison meeting there was item discussed on the Bradford District Armed Forces covenant. Council are asked if anyone would be interested in putting themselves forward. Should more than two nominations be received then they will be up for election at the next Local Liaison meeting. Full details are attached.

12. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

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

Parish Council Liaison Meeting update
Glenholme Allotments Association

Cllr Kaushal-Bolland
Cllr Cunningham

13. 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.

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

15. 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 **19th January 2017 at 7pm.**

- Planning & Events Committee Meeting – 5th December 2016, 6.30pm then 7pm respectively.
- Staffing Committee Meeting – 5th December 2016, 7.30pm
- Finance Committee Meeting – 5th December at 8.15pm