

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 **19th March 2015** 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 March 2015

Tel: 0781 2584 615

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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, Local Government Act 1972 s100/100A ss2/Schedule 12A and 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 15th January 2015. 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 15th January 2015, and that they are signed by the Chairman.

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

- There was an error in the budget resolution form that was sent to Bradford Council re: precept. Numbers were transposed in error. The council tax base for 2015/16 was incorrect. YLCA were contacted as to how to resolve this. Bradford council were also consulted. Item 6 on the agenda will set out the correct resolution to this.
- A letter of thanks has been received from Lego Build and Play and the parents of the children who attended. The Christmas event which the council helped by way of a grant was a huge success.
- A statement of accounts has also been received from The Dickensian Market team.
- The clerk has purchased a new laptop & bag as approved in minute no. 2015/239

5. 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.

6. FINANCE

a) Budget, Precept and Council Tax 2015/16

The council are asked to formally re-approve the budget and precept following the error at minute no 2015/234. (see below)

Precept £29,955

Council tax £12.93.

8.5% on the current year.

£1.01 increase per household per year on Band D

Resolution: That the Budget, Precept and Council tax for 2015/16 as laid out in the budget document be set as follows. (This supersedes the previous budget for 2015/16 minute no 2015/234):

Net expenditure: £29,522

Precept: £29,522

Council tax £12.92

8.4 % increase

£1.00 increase per household per year on Band D

and that the possible indicative budgets for 2016/17 and 2017/18 be accepted for planning purposes.

b) 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

c) Monitoring Statement.

Details to be circulated at the meeting.

d) Bank Reconciliation

The latest bank reconciliation is attached for your information.

7. 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.

8. ELECTION TO PLANNING MEETING

The Planning committee is looking to elect one further member. Due to the frequency of these meetings the committee needs more members as not everyone is always available.

9. GRANT RULES

The council are asked to approve an amendment to the grant rules.

'After receipt of any grant the individual/company must be send an invoice to the clerk/finance officer demonstrating the grant has been used for purpose for which it was approved'

10. ELECTION PROCESS

Members are aware that Parish Council elections are due to be held on Thursday 7th May 2015 for a term of 4 years. All seats are up for election. All relevant information pertaining to the upcoming elections has been circulated to all councillors. Nomination forms are available from the clerk.

Nominations should be submitted by hand to City Hall between Monday 30th March and Thursday 9th April at 4pm. Any one requiring help or further information should contact the clerk prior to these dates.

11. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

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

Police Liaison updates	Cllr Hepton
Parish Council Liaison Meeting update	Cllr Pitts
Clayton Urban Partnership update	Cllr Thirkill
Glenholme Allotments Association	Cllr Cunningham

12. TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING.

13. DATE OF NEXT MEETING

To confirm the date and time of the next meeting of Clayton Parish Council due to be held at Clayton Village Hall on 21st May at 7pm.