

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 **19th November 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 November 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 17th September 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 17th September 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:

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

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 Café

A request for £680 has been received from the above organisation. The grant would be used to help towards costs including room hire at the Village Hall. Full details are attached.

7. ALLOTMENT TERMINATION APPEAL/COMPLAINT

Members are asked to consider the request to have the termination notice served by the clerk following inspections overruled. This applies to 2 plots. Full details are attached

8. CLAYTON SAFER ROADS

A request from a local resident has been received to discuss the traffic/speeding issues in the village.

9. REVISED CODE OF CONDUCT

Code of Conduct – further consultation by the Committee for Standards in Public Life (CSPL). Members have been previously circulated the revised information. Members are invited to give their response/comments for submission.

10. DEMENTIA FRIENDLY VILLAGE/PARISH COUNCIL

Cllr Thackwray has requested that this item be put on the agenda for discussion. Details are attached.

11. ROUNDABOUT PLANTING.

A new quote has been received from Bradford Works. This quote is the same as last year. Full details are attached.

12. STANDARDS COMMITTEE NOMINATION

Members are asked to elect a new appointment to the Standards committee

13. ALLOTMENT ASSOCIATION CHAIRMAN APPOINTMENT

Following the resignation of Cllr Jowett members are asked to elect a new chairman.

14. POLICIES AND PROCEDURE DOCUMENT

The document has been updated to reflect new guidance on our Grievance and disciplinary policy.

15. COMMITTEE REPORTS/WORKING GROUPS

a) FINANCE

- *Report from the Finance Chairman*

b) EVENTS

- Report from the Events chairman

c) PLANNING

- Report from the planning chairman

16. 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.

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

18. DATE OF NEXT MEETINGS

To confirm the date and time of the next meeting (subject to government guidelines)

21st January 2021 venue tbc