

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 Thursday 20th November 2014 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: 7th November 2014

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 13th October 2014. 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 13th October 2014, and that they are signed by the Chairman.

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

- Christmas Lights. Plans have been confirmed with Patchetts to repair where necessary and install the Christmas lights by w/c 24th November 2014.
- The clerk has passed on the comments from the EM to Morrisons in relation to the proposed plans for a 'M Local'
- Training for new councillors - "What councillors need to know" (minute no 2014/136) YLCA have announced that the new programme of training will commence in the new year. The date previously circulated to councillors has been cancelled due to poor numbers.
- Minute no 2013/103. The clerk has for the last year been studying towards "Introduction in local administration" (ILCA) part one. This course has been passed in full and the maximum amount of CPD points available have been awarded. Further training is being undertaken with a view to commencing

CiLCA - "Certificate in Local Council Administration". This qualification is essential if the council wishes to work towards becoming a "Quality Council".

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) 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

7. APPLICATIONS FOR GRANT AID.

7.1 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.

Clayton Estate Community Action Group (CECAG)

A request was made for the above organisation for a grant at the council meeting on 18th September 2014. This item has been brought to this meeting since the council requested further quotes. The grant is to help provide fencing outside the Friendship Centre. Total project cost is £2324. Full details are attached.

Julie Littlewood - Lego Build and Play

Request has been from the above person for a grant. To consider the application to help contribute towards the cost of holding a "Build and Play" Christmas party. Full details are attached.

8. 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.

9. REPORT FROM WORKING GROUP

Social Media - following from minute no 2014/205.

10. COUNCILLORS ATTENDANCE AT FUNCTIONS/EVENTS

To discuss councillors attendance at functions/events throughout the year

11. OPEN DAY

To discuss the possibility of holding a Parish Council open day

12. 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

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

14. 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 15th January 2015 at 7pm.