

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 **20th January 2022 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 January 2022

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 2nd December 2021. 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 2nd December 2021, and that they are signed by the Chairman.

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

- The ward grant for the Christmas lights has been received - £4000
- Christmas tree was vandalised on 2 separate occasions.
- CCTV has been installed.

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. WEBSITE

It was agreed at a PC meeting in July 2021/085 that information be gathered for a new website. The current WordPress site was not fit for purpose and didn't currently work. Quotes have been obtained for a brand-new design. Members are asked to review the quotes. Full details are attached.

7. COMMITTEE REPORTS

c) FINANCE

- **Report from the chairman**

Cllr Findlay 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

➤ **Parish council insurance**

Our insurance is due to renew on the 1st February 2021. Members are asked to review the quotes attached.

➤ **Budget, Precept and Council Tax 2022/23**

Cllr Andrew will present the proposed budget, precept and council tax for 2022/23

Recommended: That the Budget, Precept and Council tax for 2022/23 as laid out in the budget document be set as follows:

Net expenditure: £ 87,240

Use of reserves: £19,000

Precept: £68,240

Council tax based on band D: £27.59

8. SERVICE LEVEL AGREEMENT (SLA)

After meetings with the accountable body and Bradford council the proposed SLA is attached for the library. Members are asked to formally approve this

9. 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.

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

11. DATE OF NEXT MEETINGS

To confirm the date and time of the next meeting.

The next full meeting of Clayton Parish Council is on Thursday **17th March 2022 at the Village Hall**