

TO: ALL MEMBERS OF CLAYTON PARISH COUNCIL

YOU ARE HEREBY SUMMONED to attend an Extraordinary Meeting of Clayton Parish Council to be held at Clayton Village Hall on **Monday 24th August 2026** at 7:00pm, 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 Chair.

Raymond Wadsworth
Chair to Clayton Parish Council



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Date: 18th August 2026

AGENDA

1 APOLOGIES FOR ABSENCE

To receive and consider the acceptance and approval of Apologies for Absence notified by Members.

2 ADMISSION OF THE PUBLIC

(Public Bodies (Admission to Meetings) Act 1960, 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.

3 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 14th May 2026.

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.

4 PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT, FOR INFORMATION ONLY, ON MATTERS ARISING FROM THE MINUTES WHICH ARE NOT INCLUDED ELSEWHERE ON THE AGENDA

To receive the Minutes of Clayton Parish Council's meeting held on 16th July 2026. The Chair and/or 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 meetings held on 16th July 2026 and that they are signed by the Chair.

5 CHAIR'S REMARKS AND CORRESPONDENCE

The Chair will outline other issues relating to activities undertaken since the last meeting and prior to the current meeting and notable correspondence received (copies of which wherever possible have been circulated to Members).

6a CASUAL VACANCY

The staffing committee have recommended that candidates be accepted to fill two of the three casual vacancies. Members are asked to consider these applications.

6b DECLARATION OF OFFICE

To receive the members Declaration of Acceptance of Office, or if not received, to decide when it shall be received.

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;
- 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 TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT MEETING'S AGENDA

9 DATES OF NEXT MEETING

The date of the next meeting of Clayton Parish Council is 17th September 2026 at Clayton Village Hall.