

CLAYTON PARISH COUNCIL

MEETING held at THE VILLAGE HALL, CLAYTON.

THURSDAY 16th September 2026 - 7PM

Minutes - draft

2026/076 PRESENT

Councillors: R Wadsworth (Chairman), C Thirkill, G Shutt, M Ilyas, D Pearson, R Brown, A Hanif (arrived 15 mins late) & H Brons.

2026/077 IN ATTENDANCE

C. Hepton, Clerk & RFO
H. Rankin, Hybrid library coordinator
4 members of the public.

2026/078 APOLOGIES FOR ABSENCE

Cllr Gudgeon, Baig & Houldsworth.

Proposed: Cllr Thirkill

Seconded: Cllr Brons

All in favour

Resolved: Apologies approved.

2026/079 PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT

Proposed: Cllr Ilyas

Seconded: Cllr Brons

All in favour

Resolved: That the presented minutes are signed by the Chair as a true record of the meeting held on 24th August 2026

2026/080 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

No items recorded.

2026/081 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.

2026/082 CHAIR'S REMARKS AND CORRESPONDENCE

Chairman Cllr Wadsworth had nothing to report.

2026/083 COMMITTEE REPORTS

a) PLANNING

- Report from the Planning Chair

Cllr Thirkill delivered her report.

- Election to member to planning committee.

Proposed: Cllr Brons

Seconded: Cllr Thirkill

All in favour

Resolved: that Cllr Ilyas is elected to the Planning Cttee.

b) STAFFING

- Report from the Staffing Chair

Cllr Houldsworth' report was delivered by Cllr Wadsworth

c) FINANCE

- Report from the Staffing Chair

Cllr Houldsworth' report was delivered by Cllr Wadsworth

- Election to member to finance committee.

Proposed: Cllr Thirkill

Seconded: Cllr Wadsworth

All in favour

Resolved: that Cllr Ilyas is elected to the finance ctte.

- List of Invoices and Cheque

Details were circulated to Members at the Meeting.

Proposed: Cllr Brons

Seconded: Cllr Ilyas

All in favour

Resolved: That the list of invoices paid and due for payment be accepted.

d) ALLOTMENTS

- Report from the Allotment Chair

Cllr Wadsworth updated the council.

2026/084

PETITION FOR HIGHWAYS/TRAFFIC CONCERNS

Proposed: Cllr Pearson

Seconded: Cllr Brons

All in favour

Resolved: Petition to be set up.

2026/085

REMEMBRANCE SUNDAY

Clerk to check with WI regarding the refreshments. Wreath to be purchased.

Proposed: Cllr Pearson

Seconded: Cllr Ilyas

All in favour

2026/086

SHORT STORY COMPETITION

Hybrid library coordinator provided an update. All proceeding as planned. More info at the next meeting.

2026/087

CHRISTMAS LIGHTS

Quote approved. Clerk to investigate the signs with business sponsorship on the Xmas signs. To report back and look to try implement for winter 2027.

Proposed: Cllr Pearson
All in favour

Seconded: Cllr Brons

2026/088

FIREWORKS CONSULTATION

Members urged to complete the online consultation.

2026/089

REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Parish council liaison meeting update – nothing to report.

Library Oversight – our library hybrid coordinator delivered the following report.

Clayton library has had a busy summer with six arranged events for local families and children participating in the reading challenge, including a Dance workshop and a creative writing workshop and a storyteller.

Invitations to join in this year's short story/Art competition were sent to the local schools before the summer holidays and reminders have been dropped at the schools this week. Steps have been taken to arrange judges for both the literacy aspect, and the Artwork.

Children's activities for pre-school aged children resumed in September and plans to expand the events team are underway. Volunteers are still being sought for the team so that members do not need to volunteer every week and are requested on a rota basis.

The library oversight group have met once to discuss library business in July. Planning applications were sought for cutting back the overhanging trees on library grounds. These have TPO's and permission is required prior to the work being done.

Plans are in place for the IT group to commence in October and three seated exercise classes were arranged for adults in the library for September and October. A baby sensory session is planned for November along with an adult Poetry reading event.

The past few weeks have been challenging as service level agreements have meant that the library has had some unexpected closures, but all staff and volunteers have worked incredibly hard to make sure that things run as smoothly as possible.

2026/090

PUBLIC CONSULTATION AND QUESTION TIME

Nothing to report

2026/091

TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT AGENDA

Christmas lights

Local bus services

Cllr Ilyas and Brons – sent their apologies for the next full PC meeting.

2026/092

DATES OF NEXT MEETING

19th November 2026

The meeting closed at 7.50pm