# BURTON UPON STATHER PARISH COUNCIL

**The Parish Office, High Street, Burton upon Stather, DN15 9DE.**
**email: clerk@burtonuponstatherparishcouncil.gov.uk**
**tel: 01724 489981 mobile: 07982 265914**
**Parish Clerk: Candace Brent**


Notice is hereby given that the Full Council of BURTON UPON STATHER PARISH COUNCIL
Will be held on **TUESDAY 18th MARCH 2025** at **7.00pm**
At the Village Hall, Todds Lane, Burton upon Stather
when the following business will be transacted.

There will be a Public Open Session, commencing at 7.00pm, lasting for a maximum of 15 minutes, where members of the public are welcome to attend and are invited to address the Parish Council. This will include reports from any Ward Councillors present. The full council meeting will commence at 7.15pm or at the closure of the Public Open Session, whichever is the sooner

## Agenda

1. Apologies for absence
2. Declaration of interest – Code of Conduct adopted by this Council:
   a. To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared
   b. To note dispensations given to any member of the Council in respect of the agenda items listed below
3. Parish Councillor Co-option
4. Acceptance of the minutes of the meeting held on Tuesday 18th February 2025
5. Clerk's report
6. To consider and discuss any issues raised in the public session not covered on the agenda
7. Correspondence to be noted and resolved upon
8. Councillor's Forum: Councillor's information exchange (10 minutes)
9. To consider the purchase of an artificial Christmas tree, including where to install the purchased lights and resolve any actions arising
10. Annual Parish Meeting: to receive an update on its progress and decide on any further plans.
11. To receive the updated asset register and resolve and any actions arising
12. Review of the following policies/procedures:
    a. Bereavement/Compassionate Leave
    b. Dignity at Work
    c. Lone Worker
13. Reports: to receive the following reports and resolve any actions arising:
    a. Burton Playing Fields
    b. Village Hall Committee
    c. Thealby Play Area
    d. Burial ground
    e. Allotments
    f. Public Rights of Way/Footpaths/Burton Hills
    g. Kingsferry Wharf
    h. NLGEP
14. Grants:
    a. To consider and resolve the grant applications to be taken from the Grange Windfarm fund
    b. To consider and resolve the grant applications to be taken from the Parish Council fund
15. Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising
16. Highways repairs and other issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them
17. To consider the following planning applications:
    a. Any applications received after the date of the agenda being sent out
    b. Planning Applications

c. Planning decisions made by NLC

| Planning Number | Application | Decision |
|---|---|---|
| PA/2025/102 | Notification to fell a cherry tree situated within Normanby Conservation Area at 7 The Old Estate Yard, Normanby | Permission granted |

18. Finance:
    a. To resolve to set up a direct debit for the gas supply at the pavilion
    b. To consider for the Clerk to apply for a debit card/paying in card for Barclays and resolve any actions arising
    c. To consider increasing the fees for the pavilion and pitch hire and the burial ground and resolve any actions arising
    d. To approve expenditure from earmarked reserves
    e. To consider and approve current income and expenditure
    f. Monthly balances on accounts and unpresented cheques in the accounting period
    g. To approve payment of accounts and receipts and any other outstanding payments

19. Closed session: to resolve to go into closed session to discuss staff matters

*C E Brent*

Candace Brent
Clerk to Burton upon Stather Parish Council
12th March 2025