BURTON UPON STATHER PARISH COUNCIL

The Parish Office, High Street, Burton upon Stather, DN15 9DE.
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tel: 01724 489981 mobile: 07982 265914
Parish Clerk: Candace Brent

Notice is hereby given that the ANNUAL MEETING of BURTON UPON STATHER PARISH COUNCIL
Will be held on **TUESDAY 19th MAY 2026** 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. Election of the Chair
2. Election of the Vice Chair
3. Apologies for absence
4. 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
5. Councillor Co-option
6. Acceptance of the minutes of the meeting held on Tuesday 21st April 2026
7. Clerk's report
8. Review of delegation arrangement to staff, and other local authorities
9. Review of terms of reference for the personnel committee
10. Appointment of members to the personnel committee and election of the Chair
11. Appointment of members to carry out the quarterly review
12. Review of representations on NATS, Roxby Landfill, Stop the Wharf, Town & Parish Council Liaison meetings, ERNLLCA, Village Hall Management Committee, Burton United Football Club and any other meetings as mentioned by the Council and to include arrangements for reporting back
13. Review of:
    a. Financial Regulations
    b. Standing Orders
    c. Complaints procedure
    d. Media
    e. Asset register
    f. Arrangements for insurance cover
    g. Grass cutting contract with North Lincolnshire Council
    h. Council subscriptions
    i. Council direct debits
    j. Expenditure incurred under s137 of the Local Government Act 1972
14. To receive the time and place of the ordinary meetings up to the next Annual Parish Council meeting
15. Correspondence to be noted and resolved upon
16. Councillor's Forum: Councillor's information exchange (10 minutes)
17. Approval and signing of the Annual Governance and Accountability Return 2025/2026:
    a. To receive the Internal Auditors Report
    b. Approval and signing of the Annual Governance Statement
    c. Approval and signing of the Accounting Statements
    d. To agree the publication dates of the period for the exercise of public rights
18. To review the Annual Parish Meeting held on 5th May 2026
19. Grants: to consider the grant application from Burton in Bloom and resolve any actions arising
20. To receive the Hand Vibration Assessment on the Grounds Maintenance Tools and resolve any actions arising
21. Reports: to receive the following reports and resolve any actions arising:
    a. Burton Playing Fields
    b. Village Hall Committee

c. Burial Ground
d. Kingsferry Wharf

22. To consider the following planning applications:
    a. Any applications received after the date of the agenda being sent out
    b. Planning Applications

Planning Number	Application	NLC Website Link
PA/2026/523	Planning permission to vary condition 6 of WD/2006/0411 to extend the life of the adjacent Roxby Landfill Site to allow landfilling to continue until 10/5/2034, restoration by 10/5/2041 and for items to be removed from the site by 10/5/2041	PA/2026/523 | North Lincolnshire Planning Portal
PA/2026/524	Planning application to vary condition 2 of application PA/2022/1293 (variation of application PA/2019/830) namely to extend the life of Roxby Rail Sidings to align with the proposed dates for the adjacent Roxby Landfill Site until 10/5/2041	PA/2026/524 | North Lincolnshire Planning Portal
PA/2026/528	Notification of proposed work to a willow tree within Normanby's conservation area at Ivy Cottage, 6 Main Street, Normanby (for information only)	PA/2026/528 | North Lincolnshire Planning Portal

    c. Planning decisions made by NLC

Planning Number	Application	NLC Decision
PA/2026/402	Planning permission for front dormer/bay window extension at 19 Darby Road, BUS	Permission granted

23. Finance:
    a. To approve expenditure from earmarked reserves
    b. To consider and approve current income and expenditure
    c. Monthly balances on accounts and unpresented cheques in the accounting period
    d. To approve payment of accounts and receipts and any other outstanding payments

C E Brent

Candace Brent
Clerk to Burton upon Stather Parish Council
13th May 2025