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 ANNUAL MEETING of BURTON UPON STATHER PARISH COUNCIL
Will be held on **TUESDAY 20th MAY 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. 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. Acceptance of the minutes of the meeting held on Tuesday 15th April 2025
6. Clerk's report
7. Review of delegation arrangement to staff, and other local authorities
8. Review of terms of reference for the personnel committee
9. Appointment of members to the personnel committee and election of the Chair
10. Appointment of members to carry out the quarterly review
11. Review of representations on NATS, Roxby Landfill, Stop the Wharf, Town & Parish Council Liaison meetings, ERNLLCA and any other meetings as mentioned by the Council and to include arrangements for reporting back
12. 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
13. Review of representations on NATS, Roxby Landfill, Stop the Wharf, Town & Parish Council Liaison meetings, ERNLLCA district meetings and any other meetings as mentioned by the Council and to include arrangements for reporting back
14. To receive the time and place of the ordinary meetings up to the next Annual Parish Council meeting
15. To consider and discuss any issues raised in the public session not covered on the agenda
16. Correspondence to be noted and resolved upon
17. Councillor's Forum: Councillor's information exchange (10 minutes)
18. Approval and signing of the Annual Governance and Accountability Return 2024/2025:
    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
19. To review the Annual Parish Meeting held on 6th May 2025
20. Reports: to receive the following reports and resolve any actions arising:
    a. Burton Playing Fields
    b. Village Hall Committee

c. Kingsferry Wharf
d. ERNLLCA district meeting

21. Grants:
    a. Update on the Grange Windfarm grant fund
    b. To consider the grant application from Burton in Bloom
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
PA/2025/505	Planning permission to erect single-storey side and front extension including garage conversion at 20 Huntingdon Crescent, BUS
PA/2025/269	Planning permission for change of use from storage to offices, including proposed single storey extension for storage use at Overhall Contractors, Carr Lane, Thealby
PA/2025/552	Planning permission to erect a garage extension at 1 The Avenue, BUS

    c. Planning decisions made by NLC

Planning Number	Application	Decision
PA/2025/492	Notice of intention to crown reduce 10 pine trees all within Normanby's Conservation Area at Ironstone Lodge, Main Street, Normanby	Permission Granted

23. Finance:
    a. To receive the quarterly review report
    b. To approve expenditure from earmarked reserves
    c. To receive an update on the closing of the Lloyds bank account and to resolve as to which bank account should hold the funds.
    d. To consider and approve current income and expenditure
    e. Monthly balances on accounts and unpresented cheques in the accounting period
    f. To approve payment of accounts and receipts and any other outstanding payments

C E Brent

Candace Brent
Clerk to Burton upon Stather Parish Council
14th May 2025