



**BURTON UPON STATHER PARISH COUNCIL**  
 The Parish Office, High Street, Burton upon Stather, DN15 9DE.  
 email: [clerk.buspc@hotmail.co.uk](mailto:clerk.buspc@hotmail.co.uk)  
 tel: 01724 489981 mobile: 07982 265914



**Parish Clerk: Candace Brent**

Notice is hereby given that the Full Council Meeting of BURTON UPON STATHER PARISH COUNCIL  
 Will be held on **TUESDAY 5<sup>th</sup> September 2023 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. Acceptance of minutes of the meeting held on Tuesday 18<sup>th</sup> July 2023
4. Clerk's report
5. To consider and discuss any issues raised in the public session not covered on the agenda
6. Correspondence to be noted and resolved upon
7. Councillor's Forum: Councillor's information exchange (10 minutes)
8. Community Speed watch: to consider setting this up and resolve any actions arising.
9. To consider ways that the parish council can help with climate change and resolve any actions arising
10. Review/adoption of the following policies:
  - a. Disciplinary Policy & Procedure
  - b. Grievance Policy & Procedure
  - c. Memorial Management
11. 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
12. Grants: to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising
13. Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising
14. 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
15. 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/2023/1384	Planning permission to erect a single-storey front, rear and side extensions at 1 The Avenue, BUS

c. Planning comments submitted to NLC since the last Council meeting

Planning Number	Application	Comments given to NLC
PA/2023/1250	Planning permission for a two-storey side extension, and a single storey side and rear extension, dormer window and boundary walls and gates	No concerns or comments

d. Planning decisions made by NLC

<b>Planning Number</b>	<b>Application</b>	<b>NLC Decision</b>
PA/2023/796	Planning permission to alter and replace existing garden wall at 1 Church Farm Mews, BUS	Permission granted
PA/2023/1185	Planning permission to erect a single-storey rear extension at 21 Flixborough Road, BUS	Permission granted

16. Finance:

- a. To receive the quarterly financial review report
- b. To consider and approve current income and expenditure
- c. Monthly balances on accounts and unrepresented cheques in the accounting period
- d. To approve payment of accounts and receipts made in August as delegated to the clerk at July meeting
- e. To approve payment of accounts and receipts and any other outstanding payments

*C E Brent*

Candace Brent  
Clerk to Burton upon Stather Parish Council  
30<sup>th</sup> August 2023