



BURTON UPON STATHER PARISH COUNCIL
The Parish Office, High Street, Burton upon Stather, DN15 9DE.
email: clerk.buspc@hotmail.co.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 17th May 2022 at 7.00pm**
At the Village Hall, Todds Lane, Burton upon Stather
when the following business will be transacted.

There will be an Open Session prior to the full council meeting, 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 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 minutes of the meeting held on Tuesday 19th April 2022
6. Clerk's report
7. Appointment of members to the Personnel Committee
8. Review of terms of reference for the Personnel Committee
9. Appointment of members to carry out the quarterly financial review
10. To elect Councillors to represent this Council at the ERNLLCA district committee meetings, NATS meetings, Roxby Landfill and any other meetings as mentioned by the Council.
11. Review of:
 - a. Standing Orders
 - b. Financial Regulations
 - c. Co-option Procedure
 - d. Complaints Procedure
 - e. Arrangements for insurance cover
 - f. Council subscriptions
 - g. Council direct debits
 - h. Expenditure incurred under s137 of the Local Government Act
12. To agree the time and place of ordinary meetings until the next annual meeting
13. To consider and discuss any issues raised in the public session not covered on the agenda
14. Correspondence to be noted and resolved upon
15. Councillor's Forum: Councillor's information exchange (10 minutes)
16. Annual Parish Meeting (24/5/22):
 - a. Update on the preparations and resolve any actions arising
17. Reports: to receive the following report and resolve any actions arising
 - a. Burton Playing Fields
 - b. Village Hall Committee
 - c. Platinum Jubilee
 - d. Youth Council
 - e. NATS
18. 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	Response
PA/2022/569	Notice of intention to undertake a crown reduction on a holly tree within Normanby's conservation area at 11 Main Street, Normanby	Permission granted

19. Finance:

- a. 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 and any other outstanding payments

C E Brent

Candace Brent
Clerk to Burton upon Stather Parish Council
11th May 2022