



BURTON UPON STATHER PARISH COUNCIL
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Parish Clerk: Candace Brent

Notice is hereby given that the Annual Meeting of BURTON UPON STATHER PARISH COUNCIL
Will be held on **TUESDAY 16th May 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. 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 minutes of the meeting held on Tuesday 18th April 2023
7. Clerk's report
8. Review of delegation arrangements to staff
9. Review of terms of reference for the Personnel Committee
10. Appointment of members and election of the Chair to the Personnel Committee
11. Appointment of members to carry out the quarterly financial review
12. 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.
13. 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
14. To agree the time and place of ordinary meetings until the next annual 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. Annual Parish Meeting (23/5/23): update on the preparations and to resolve any actions arising
19. Coronation: to receive an update on the events over the weekend
20. 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. Youth Council

21. Grants:
 - a. to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising
 - b. to consider the grant application from Burton in Bloom and resolve any actions arising
22. 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
23. Finance:
 - a. To resolve additional signatories on the bank accounts
 - 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
10th May 2023