



**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 4<sup>th</sup> May 2021** at 6.30pm  
Via Zoom  
when the following business will be transacted.

To receive the link to the meeting, please contact the Clerk on the contact details above

There will be an Open Session prior to the full council meeting, commencing at 6.30pm 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 6.45pm 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. Parish Councillor Co-option
6. Acceptance of minutes of the meeting held on Monday 8<sup>th</sup> March 2021
7. Clerk's report
8. Review of terms of reference for Personnel Committee
9. Appointment of members to Personnel Committee
10. Appointment of Councillors to carry out quarterly financial review
11. To elect Councillors to represent this council at ERNLLCA district committee meetings.
12. To elect a Councillor to represent this Council at NATS meetings
13. Review of:
  - a. Standing Orders
  - b. Financial Regulations
  - c. Council subscriptions
  - d. Council direct debits
  - e. Arrangements for insurance cover
  - f. Expenditure incurred under s.137 of the Local Government Act 1972
  - g. Complaints Procedure
14. To agree the time and place of ordinary meetings up to next annual meeting
15. Correspondence to be noted and resolved upon
16. Councillor's Forum: Councillor's information exchange (10 minutes)
17. Public rights of way: To receive a verbal report on the following footpaths:
  - a. Riverside Footpath

b. Bridleway 167

c. Footpath 7

18. 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/2021/729	Proposed public call box removal opposite 40-42 Stather Road, BUS

c. Planning decisions made by NLC

Planning Number	Application	Response

19. 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 and any other outstanding payments

*C E Brent*

Candace Brent

Clerk to Burton upon Stather Parish Council

27<sup>th</sup> April 2021