



**BURTON UPON STATHER PARISH COUNCIL**  
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**Parish Clerk: Candace Brent**

Notice is hereby given that the Full Council Meeting of BURTON UPON STATHER PARISH COUNCIL  
Will be held on **TUESDAY 20<sup>th</sup> FEBRUARY 2024** 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. Parish Councillor Co-option
4. Acceptance of minutes of the meeting held on Tuesday 16<sup>th</sup> January 2024
5. Clerk's report
6. To consider and discuss any issues raised in the public session not covered on the agenda
7. Correspondence to be noted and resolved upon
8. Councillor's Forum: Councillor's information exchange (10 minutes)
9. Digital Security: to receive the response from the ICO and resolve any actions arising
10. Community Governance Review: to receive a report and resolve any actions arising
11. Christmas tree lights: to receive a verbal report to discuss how to progress and resolve any actions arising
12. Review of the following policies:
  - a. Code of Conduct
  - b. Grants
  - c. Publication Scheme
13. Reports: to receive the following reports and resolve any actions arising:
  - a. Burton Playing Fields to include an update on the storage container
  - b. Village Hall Committee
  - c. Thealby Play Area
  - d. Burial ground
  - e. Allotments
  - f. Public Rights of Way/Footpaths/Burton Hills
  - g. Kingsferry Wharf
  - h. NLGEP
  - i. NLC Local Plan meeting
  - j. NATS
14. Grants: to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising
15. Maintenance in the Villages:
  - a. to receive a verbal update on any maintenance issues and resolve any actions arising
  - b. to receive quotes to purchase two noticeboards and resolve any actions arising
  - c. to receive quotes to resurface the footpath at the paddock
16. 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

17. To consider the following planning applications:
  - a. Any applications received after the date of the agenda being sent out
  - b. Planning Applications

<b>Planning Number</b>	<b>Application</b>
PA/2024/78	Listed building consent to replace sash windows and door to the front elevation at 23, High Street, BUS
PA/2024/124	Planning permission to erect a single-storey rear and side extension at 9, Beech Grove, BUS

- c. Planning decisions made by NLC
18. Finance:
  - a. To receive the quarterly review
  - b. To receive a report on changing energy supplier and resolve any actions arising.
  - c. To review the internal audit and resolve any actions arising.
  - d. To consider and approve current income and expenditure.
  - e. Monthly balances on accounts and unrepresented cheques in the accounting period
  - f. To approve payment of accounts and receipts and any other outstanding payments
19. Closed session: to resolve to go into closed session:
  - a. To discuss correspondence received and resolve any actions arising
  - b. To discuss staff matters

*C E Brent*

Candace Brent  
 Clerk to Burton upon Stather Parish Council  
 14<sup>th</sup> February 2024