



Burton Upon Stather Parish Council

Cllr Craig Allison
Vice Chairman
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C/O
12 Old Row,
Burton Stather
Scunthorpe
DN15 9DL

4th May 2016

Dear Councillor,

You are hereby summoned to attend the Annual Council Meeting of the Parish Council at 7.15pm in the Village Hall, Todds Lane, Burton upon Stather on Monday 9th May 2016. Members of the public and press are welcome to attend any meeting of the Parish Council. Fifteen minutes are available at the beginning of each Council meeting to allow public participation.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Allison', is written over a light grey circular stamp.

Craig Allison
Vice Chairman .

AGENDA

1. **Ratification for Appointment of new Parish Clerk**
2. **Election of Chairman.**
3. **To receive the Chairman's Declaration of Acceptance of Office as Chairman.**
4. **To receive apologies for absence.**
5. **Election of Vice Chairman.**
6. **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.

- 7. To appoint a representative/s to the:**
 - a) Village Hall Committee**
 - b) Burton Playing Fields Association.**
 - c) Thealby Play Area**

- 8. To appoint committees as follows:**
 - a) Finance** (7 members minimum including Chairman and Vice Chairman, quorum 4)
To agree a date for the first meeting of the Finance Committee to elect a Chairman.
 - b) Planning** (8 members minimum including Chairman and Vice Chairman, quorum 4)
To agree a date for the first meeting of the Planning Committee to elect a Chairman.
 - c) Burial Ground** (8 members maximum including Chairman and Vice Chairman, quorum 4)
To agree a date for the first meeting of the Burial Ground Committee to elect a Chairman.
To discuss and agree the quorum for the Burial Ground Committee.
 - d) Personnel** (3 members to include the Chair or Vice Chair plus Chair of a Committee)
To agree members of the committee.

- 9. To appoint a representative to check the work of the Responsible Finance Officer.**

- 10. To appoint two voting delegates to attend ERNLLCA's district committee meetings.**

- 11. To appoint a representative to attend the Neighbourhood Action Team meetings.**

- 12. To appoint a representative to attend the Winterton Landfill Liaison Committee meetings.**

- 13. Declarations of Acceptance of Office**
Councillors to vote on how long it will accept the Declarations of Acceptance of Office that have not been signed between 12 May 2015 and the Annual Council Meeting (Must be no longer than 28 days).

- 14. Co-option Procedure**
To discuss and agree the co-option procedure to be used.

- 15. Minutes of Meetings**
Meeting of the Parish council held on Monday 11th April 2016

- 16. Burton Upon Stather Annual Parish Meeting**
To agree a date for the 2016 Annual Parish Meeting
To agree any items to be added to the Annual Parish Meeting Agenda

- 17. Burton Playing Field Association**
To receive a report from the PFA representative

- 18. Burton Upon Stather Village Hall**
To receive a report from the representative of the village hall committee

- 19. Burton Upon Stather Burial Ground**
To receive a report from the representative of the burial ground committee

- 20. Police Matters and Safer Neighbourhoods/Neighbourhood Action Teams**
To report any noted incidents

- 21. Highways Repairs/Issues**
 - a) Footpath Stather Hill
 - b) Old Row. To report on work carried out on Old Row

- 22. New Village sign For Burton Upon Stather**

23. Parish Footpaths Pathways Partnership

To discuss progress

24. Queens 90th Birthday Celebration

a) To report on the celebrations that took place on 21st April 2016

b) To Discuss celebrations to take place on Saturday 18th June 2016

25. CPRE Best kept Village Competition

To report on progress.

26. School Safety Zone

To discuss the future of a safety zone

27. Parish Council Website

a) To discuss the support contract renewal for the year 1st April 2016 to 31st March 2017

b) To appoint a webmaster to manage the Parish Website

28. Planning

To discuss planning matters arising.

29. Finance

i. To compare and approve income and expenditure.

ii. To approve Payment of Accounts and Receipt of Payments.

iii. To agree the transfer of monies from the Savings to the Current Account.