

# **BURTON SALMON PARISH COUNCIL**

**The Annual Meeting of the Council is to be held on Wednesday 24th May 2023 at  
6:45pm in Burton Salmon Village Hall**

Members of the press and public are welcome to attend to listen to the proceedings

*D Meir*

Debi Meir  
Burton Salmon Parish Council Clerk  
18<sup>th</sup> May 2023

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## **AGENDA**

1. Appointment of Chairman
2. Appointment of Vice Chairman
3. To receive signed Declarations of Acceptance of Office forms
4. Present and apologies
5. Members of the public – Subjects raised
6. Declarations of interest
7. Councillor Vacancy – To consider any applicants and co-opt a suitable candidate
8. To approve the minutes of the Parish Council Meeting held on 15th March 2023.
9. Appointment of Council Representatives -
  - 9.1.1. Joint Burial Committee
  - 9.1.2. Monk Fryston Education Foundation
10. Review and approval of Financial Regulations
11. Review and approval of Standing Orders
12. Review and approval of other Parish Council policies and documents -
  - 12.1. Code of Conduct – to consider adopting the NYC code of conduct
  - 12.2. Complaints Procedure
  - 12.3. Privacy Notice
  - 12.4. Website Accessibility Statement
  - 12.5. Document retention and disposal policy
  - 12.6. Publication Scheme
  - 12.7. Joint Burial Committee Terms of Reference
13. Risk assessment, assets and insurance cover -
  - 13.1. Review and approve the risk assessment

- 13.2. Review and approve the asset register
- 13.3. Review cover and approve insurance renewal
14. General Power of Competence -
  - 14.1. To confirm the council meets the eligibility criteria and resolve to adopt
15. Ongoing Matters – to receive updates and agree any further actions:
  - 15.1. School parking and road markings
  - 15.2. Street lights
  - 15.3. Street cleaning
  - 15.4. Litter picking
  - 15.5. New Lane flooding
  - 15.6. Lane End bench repair
  - 15.7. New lane speed limit
  - 15.8. War Memorial inspection
  - 15.9. 20's Plenty campaign
  - 15.10. Pensions Regulator re-declaration
  - 15.11. Road surface
16. Hall Purchase –
  - 16.1. To review and approve the consultation document and agree any actions
  - 16.2. To receive an update on the garage land proposal and agree any actions
  - 16.3. To receive any other updates and agree any actions
17. Village Improvements –
  - 17.1. To consider and approve a quote for the purchase of a noticeboard
  - 17.2. To consider and approve a quote for the purchase of a bench
18. Planning – To review the planning register and agree any comments and further actions
19. Correspondence – See separate schedule below
20. To receive updates –
  - 20.1. Village Hall Committee
  - 20.2. Village Defibrillator
  - 20.3. Burial Committee
  - 20.4. Monk Fryston Education Foundation
21. Finances 2023-24
  - 21.1. To receive an update on bank signatories
  - 21.2. To consider and approve the clerks overtime hours
  - 21.3. To note the increase in the clerks salary due to the completion of CiLCA
  - 21.4. To approve expenditure items
  - 21.5. To review the budget report and approve a budget for planting
22. Annual Return 2022-23 –
  - 22.1. Review Internal Audit report and system of internal control and agree any actions
  - 22.2. To review and approve the Annual Governance Statement
  - 22.3. To review and approve the Annual Accounting Statement
  - 22.4. To review and approve the Certificate of exemption from External Audit
  - 22.5. To note the period for the exercise of public rights

23. Minor matters

24. Date and time of next meeting

### Correspondence Schedule

<b>From</b>	<b>Subject</b>	<b>Action</b>
Community Alerts	Information on speed enforcement, County Lines arrests, hate crimes, WhatsApp scam, stolen tractor, loft insulation scams. Encouragement to report burglaries and anti-social behavior. Warning about posting on social media when on holiday and provision of crime and summertime theft prevention.	For information
Rural Services Network	Various newsletters and funding bulletins	For information
Selby District AVS	Various community updates	For information
York North Yorkshire Local enterprise Partnership	Launch of the North Yorkshire UK Shared Prosperity Fund	For information
North Yorkshire Police Fire and Crime Commissioner	Response to inspection report and revisit, launch of new format for public accountability online meetings. Online road safety meeting 25 <sup>th</sup> May	For information
North Yorkshire Council	Update on the Launch of the new council, the Let's Talk Climate campaign. Closure of New Lane on 30 <sup>th</sup> and 31 <sup>st</sup> May for surface repairs	For information
Resident	Query about reinstating the fingerpost at the junction of New Lane and A162 and issue raised about poor road surfaces.	To agree a response
St Albans Signal Box Preservation Trust.	Request for photographs of the old Burton Salmon Railway Station signal	To agree a response