

BURTON SALMON PARISH COUNCIL

**The Annual Meeting of the Council is to be held on Tuesday 20th May 2025 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
14th May 2025

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. To approve the minutes of the Parish Council Meeting held on 18th March 2025.
8. Appointment of Council Representatives -
 - 8.1. Joint Burial Committee
 - 8.2. Monk Fryston Education Foundation
9. Review and approval of Financial Regulations
10. Review and approval of Standing Orders
11. Review and approval of other Parish Council policies and documents -
 - 11.1. Code of Conduct
 - 11.2. Complaints Procedure
 - 11.3. Privacy Notice
 - 11.4. Website Accessibility Statement
 - 11.5. Document Retention and Disposal Policy
 - 11.6. Data Audit
 - 11.7. Publication Scheme
 - 11.8. Joint Burial Committee Terms of Reference
 - 11.9. Biodiversity Policy
12. Risk assessment, assets and insurance cover -
 - 12.1. Review and approve the risk assessment
 - 12.2. Review and approve the asset register
 - 12.3. Review quotes and cover and approve insurance renewal
13. Ongoing Matters – To receive updates and agree any further actions:
 - 13.1. School parking and proposed 20mph limit
 - 13.2. Street lights repairs and outstanding invoices
 - 13.3. Street cleaning
 - 13.4. Litter picking
 - 13.5. War Memorial maintenance and Tommy soldier silhouette

- 13.6. Beech Grove parking and garage area
- 13.7. Junction at the War Memorial
- 13.8. Beech Grove footpath
- 13.9. Planters at the millstone
- 13.10. .gov email
- 13.11. Christmas lights
- 13.12. Complaint appeal
- 13.13. Summer Fair funding
- 13.14. Recycling bin
14. Village Hall –
 - 14.1. To receive an update on the purchase and loan and agreed any actions
 - 14.2. To approve the Village Hall Committee Terms of Reference
15. Planning – To review the planning register and agree any comments or further actions
16. Correspondence –
 - 16.1. Community Alerts – To note the various warnings, advice and information provided
 - 16.2. Rural Services Network – To note the various newsletters and funding bulletins
 - 16.3. Up for Yorkshire – To note the various community updates.
 - 16.4. North Yorkshire Council – To note the Parish updates and Newsletters provided
 - 16.5. Yorkshire GREEN – To note the updates and Newsletter about the project.
 - 16.6. York and North Yorkshire Combined Authority – To note the publication of the Police and Crime Plan
 - 16.7. Local Government Boundary Commission - To note the consultation on the draft recommendations for division boundaries in North Yorkshire
 - 16.8. North Yorkshire Council – To note the Let's Talk Skill's consultation
17. To receive updates –
 - 17.1. Village Hall Committee
 - 17.2. Village Defibrillator
 - 17.3. Burial Committee
 - 17.4. Monk Fryston Education Foundation
18. Finances -
 - 18.1. To receive an update on the setting up online banking
 - 18.2. To receive an update on opening the reserve account
 - 18.3. To approve expenditure items
 - 18.4. To confirm the accuracy of the bank reconciliation
 - 18.5. To review the budget report and agree any actions
19. Annual Return 2024-25 –
 - 19.1. Review Internal Audit report and system of internal control and agree any actions
 - 19.2. To review and approve the Annual Governance Statement
 - 19.3. To review and approve the Annual Accounting Statement
 - 19.4. To review and approve the Certificate of exemption from External Audit
 - 19.5. To note the period for the exercise of public rights
20. Minor matters – To notify the clerk of minor matters for action or inclusion on the next agenda
21. Date and time of next meeting