

Councillors

You are hereby summoned to a meeting of

Hayton and Burnby Parish Council

On Wednesday 12th March 2025 at 7pm

at Hayton Village Hall

Press and Public are welcome to attend

Agenda

- 1. Welcome and to receive apologies.**
- 2. To receive any Declarations of Pecuniary or non-Pecuniary Interest**
- 3. To agree the minutes of the meetings held on 8th January 2025**
- 4. To resolve that the meeting is temporarily suspended**
 - a. to allow for a period of public participation (up to 15 minutes)**
 - b. to receive any Ward Councillor updates (up to 10 minutes)**
- 5. Update on LiveLabs 2 (7.30pm)**
- 6. To discuss & agree actions regarding**
 - a. Flood wardens/Flood plans/Gullies/Survey report**
- 7. To note the Clerks report**
- 8. To agree to adopt the following**
 - a. Privacy Notice – for employees, councillors & role holders**
 - b. Schedule of charges & fees for council information**
 - c. Publication scheme under Freedom of Information Act 2000**
- 9. Finance**
 - a. To examine & sign bank reconciliation**

Bank balance as of 28.02.2025 £9716.23
 - b. To note the payments below:**

Payment schedule 2 Clerk's salary January	£191.66 (already paid)
Payment schedule 2 Clerks salary February	£191.66 (waiting bank authorisation)
Payment schedule 2 Clerks salary March	£191.66
 - c. To approve the payment**

Clerk's expenses December (from 23rd), January, February & March (some March expenses to be claimed after end of month) £70.58
 - d. To note/approve payment schedule 1**

Village Hall meeting rent £500
 - e. To discuss & agree payment for Grant Applications received**

Village Hall £500, Hayton News £50 & St Giles Church Burnby £550
 - f. To discuss & agree amendment to the budget for 2025/2026, for training, bank charges & mobile phone**
- 10. To review the asset register**
- 11. To discuss & agree if membership of Neighbourhood Watch is needed & if so who is going to be the co ordinator**

12. Planning to decide on comments to be submitted for -

[25/00539/PLF | Erection of extension to existing general purpose agricultural building | Burnby Grange Back Lane Burnby East Riding Of Yorkshire YO42 1RS](#)

13. To note correspondence received (listed below and previously emailed to Councillors, not covered by items on this agenda). And approve actions if required

14. To confirm date & time of the next meeting and receive any agenda items for that meeting (April or May)

15. To consider excluding the press and the public due to the confidential nature of the business to be transacted

16. To ratify the decision made regarding the candidate that was offered the Clerk position

17. To finalise Clerks leaving date, outstanding payments to be claimed and handover to the new clerk

Signed

Date 4th March 2025

R Jackman (ILCA/PIALC)

Clerk to the Parish Council

Correspondence 22nd December 2024 to 4th March 2025

30th Jan – Highway Drainage Improvements

31st Jan – ERNLLCA January newsletter

Avian influenza outbreak message

East Riding local plan update

VE & VJ day 80th anniversary community fund

25th Feb – Burnby gully report

3rd March – ERNLLCA February newsletter

ERYC news

4th March – Briefing note for Pocklington Lane, Burnby drainage works

Ward Boundary Changes