

Hayton & Burnby Parish Council

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Friday 6th March 2026

Dear Councillor,

You are hereby summoned to attend an Ordinary Meeting of Hayton & Burnby Parish Council to be held on **Wednesday 11th March 2026 at 7:00pm** in the Village Hall, Hayton.

The Agenda for this Meeting appears below.

Members of the public are very welcome to attend the Meeting and may address the Parish Council during the Public Participation session.



Andrew Buxton,
Clerk to Hayton & Burnby Parish Council.

Agenda

2025.150 **Chair's Welcome**

2025.151 **Apologies**

To receive and agree or note apologies for absence from the Meeting.

2025.152 **Declarations of Interest**

- (a) To receive Declarations of Pecuniary or Non-Pecuniary Interest in any Agenda item
- (b) To note any Grants of Dispensation

2025.153 **Public Participation**

To resolve that the Meeting is suspended for a period of up to 15 minutes to allow for Public participation. **Please note that discussion is not permitted during this session.**

2025.154 **Minutes**

- (a) To adopt the Minutes of the Ordinary Meeting held on Wednesday 6th February
- (b) To review each of the Action Points from the Minutes of the February Meeting

2025.155 **Live Labs 2**

To receive a final update on the Live Labs 2 project from Karl Rourke of ERYC.

2025.156 **Ward Councillors' Reports**

To receive a report from the Ward Councillor(s) present at the Meeting.

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2025.157 Finance

- (a) To review and approve the Accounts, Bank Statement and Bank Reconciliation
- (b) To review and approve the Schedule of Payments

2025.158 History Boards

To receive any further updates on the installation of the two village history boards.

2025.159 Policy Updates

To review and adopt revisions to two policies and to review and adopt two new policies;

- (a) Standing Orders
- (b) Financial Regulations
- (c) IT Policy
- (d) Data Protection Policy

2025.160 Schedule of Meetings

To agree the Schedule of Meetings for the 2026-27 Council year.

2025.161 Parish Council e-mail address

To agree the format and lettering for the new .gov.uk Parish Council e-mail address
(The suffix can be "parishcouncil.gov.uk", "parish.gov.uk" or "-pc.gov.uk")

2025.162 Bus Shelter

To receive any updates on the replacement of perspex panels in the bus shelter to improve visibility and the request for pruning of nearby trees.

2025.163 Defibrillators

To discuss the current arrangements for the monitoring and management of the two defibrillators within the Parish.

2025.164 Councillors' Reports

To receive updates from Councillors on any urgent issues which have arisen since the Agenda was published. **Please note that no decisions can be made during this item.**

2025.165 Date of next Meeting

- (a) To confirm the date for the next Ordinary Meeting in April
- (b) To note any items for inclusion on the Agenda for the next Meeting