

BURSTALL PARISH COUNCIL MEETING

Wednesday, 10th September 2025

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on **Wednesday, 10th September 2025** scheduled for 7.30pm, when the following business will be transacted.

Mrs S Frankis

Mrs S Frankis, Clerk to the Parish of Burstall, RFO & Proper Officer

AGENDA

- 1 **APOLOGIES**: to **RECEIVE and APPROVE** apologies for absence
- 2 **DISPENSATIONS**: to **RECEIVE** any Declarations of Interest or to **APPROVE** such dispensation requests

Public Forum:
- 3 **REPORTS**: to **RECEIVE** the reports from the County and District Cllrs
- 4 **COMMENTS**: to **CONSIDER** comments from residents of the Parish on current agenda items
- 5 **MINUTES**: to **RECEIVE and CONFIRM** the minutes of the Parish Council meeting held 9th July 2025
- 6 **MATTERS ARISING**: to **CONSIDER** matters arising from the minutes of the Parish Council meeting held 9th July 2025
- 7 **FINANCE**:
 - i) to **APPROVE** the August and September 2025 Schedules of Payments
 - ii) to **AGREE** the July and August 2025 Budget and Precept Reports
 - iii) to **AGREE** to vire £150 from the Reserve Account to 2025/26 budget heading 'Village Sign Refurbishment'
- 8 **NEW PAY SCALES**: to **AGREE** new 2025/26 NJC Pay Scale for the Parish Clerk, and to **AGREE** to Backdate the Increase to 1st April 2025
- 9 **POLICIES**:
 - i) to **ADOPT** an IT Policy
 - ii) to **ADOPT** an updated Publication Scheme

- iii) to **ADOPT** an updated Data Protection Policy
- iv) to **ADOPT** an updated Community Engagement Strategy
- v) to **ADOPT** an updated Reserves Policy

10 **TRAFFIC CALMING MEASURES, including a WEIGHT RESTRICTION ORDER FOR BURTSALL**

11 **MEETING**: to **CONFIRM** the date and time of the next Parish Council meeting, 10th September 2025

12 **MATTERS RAISED BY MEMBERS**: to **CONSIDER** matters raised by members, including agenda items for the next meeting

Sue Frankis, Clerk to the Parish of Burstall

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<https://www.burstall-pc.gov.uk>