# Dear Councillor,

**You are hereby summoned to attend the meeting of Appleby Parish Council on MONDAY, the 18th of AUGUST, 2025, starting at 7pm in the Appleby Village Hall.**

**In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting and may only participate during agenda item 23/103 ‘Public Participation.**’

**Recording at Council Meetings is allowed with the full knowledge of the Chairman of the meeting and must be conducted openly.**

# *Hannah Hepworth*

**Proper Officer**

**Distribution list:**

Parish Councillors

Ward Councillors – Burton-upon-Stather and Winterton

Parish Council website

Village Hall and Parish Noticeboards

**Date of issue:**

Wednesday the 13TH of AUGUST 2025

**AGENDA**

**2508/1` Record Of Councillors, Guests And Speakers Who Are In Attendance:**

To record the names of Parish Councillors, Ward Councillors and any guests or speakers who are in attendance.

To record the number of members of the public that are present.

**2508/2 Apologies For Absence**

To receive and note apologies.

To approve prescribed absences *as defined in the Local Government Act, 1972 s85(1), (2) and (3)*.

**2508/3 To Receive Declarations Of Interest And Approve Any Dispensations Required**

To record declarations of interest by any member of the Council in respect of the agenda items listed below.

To note any dispensations given to any member of the Council in respect of the agenda items, *in line with Appleby PC’s Code of Conduct*.

**2508/4 Co-Option**

To consider any expressions of interest for co-option and to vote for these candidates

To sign the declaration of any councillor co-opted

To record declarations of interest by any co-opted member of the Council in respect of the agenda items listed below.

**2508/5 Public Participation**

To allow for members of the public to address the Council and for the Council to consider any points raised by members of the public.

A maximum of five minutes per speaker. As *per the Appelby PC Standing Orders*, the maximum time allowed will be 30 minutes.

**2508/6 To Receive and Approve the Minutes of the Previous Meeting**

To receive and accept the minutes of the Parish Council meeting 29 July 2025

**2508/7 North Lincolnshire Council Ward Councillor’s Report**

To receive an update on the work of North Lincolnshire Council Ward Councillors work and a general update on the wider work of NLC.

**2508/8 To Consider / Note Planning Applications**

1. To note there are no new planning applications

**2508/9 Parish Update**

To receive an update and details of any new issues at the following locations and agree any actions

1. **Parish-wide**
2. **Appleby**
3. **Appleby Station Area**
4. **Clappgate**
5. **Santon**

**2508/10 Correspondence for Discussion or Decision**

To receive any correspondence for discussion

**2508/11 Correspondence for Information**

To receive any correspondence for information

**2508/12 Responsible Financial Officer Reports**

1. To receive a report from the Responsible Financial Officer for July
2. To approve payments as detailed within in the financial report for August
3. To reconcile bank statements with monthly reporting

**2508/13 Tendor Documents**

To discuss and agree Tendor documents for the grass cutting of the verges including length of tendor, timescales and scope

**2508/14 Audit**

To discuss and agree any actions arising from the internal audit

**2508/15 Grant applications**

To receive an update on the grant applications

**2508/16 Playground Inspection**

1. To discuss any issues relating to the playground inspections

**2508/17 Agenda Items for next full Council meeting and date and time of future meetings**

1. To agree agenda items for the next meeting
2. To note the next Ordinary Parish Council meeting date