# Dear Councillor,

**You are hereby summoned to attend the meeting of Appleby Parish Council on MONDAY, the 15th of SEPTEMBER, 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 10TH of SEPTEMBER 2025

**AGENDA**

**2509/1` 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.

**2509/2 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)*.

**2509/3 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*

**2509/4 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.

**2509/5 To Receive and Approve the Minutes of the Previous Meeting**

To receive and accept the minutes of the Parish Council meeting in August 2025

**2509/6 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.

**2509/7 To Consider / Note Planning Applications**

1. To consider planning application PA/2025/1035

**2509/8 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**

**2509/10 Correspondence for Discussion or Decision**

To receive any correspondence for discussion

1. Gov.uk emails for councillors
2. Website options
3. Bird poo prevention
4. Remembrance / Road Closure

**2509/11 Correspondence for Information**

To receive any correspondence for information

**2509/12 Responsible Financial Officer Reports**

1. To receive a report from the Responsible Financial Officer for August
2. To approve payments as detailed within in the financial report for September
3. To reconcile bank statements with monthly reporting
4. To note the 6 monthly VAT126 will be claimed

**2509/13 Tendor Documents**

To discuss and agree Tendor documents for the grass cutting of the verges

**2509/14 Grant applications**

To receive an update on the grant applications

**2509/15 Playground Inspection**

1. To discuss any issues relating to the playground inspections

**2509/16 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

**2509/17 Exclusion of Press and Public**

To agree to the exclusion of press and public due to the following items being of a confidential nature

**2509/18 Staffing**

1. To discuss the Clerk’s Annual Performance Appraisal
2. To discuss and agree the Clerk’s salary in light of performance