



# BURNISTON PARISH COUNCIL

Clerk to Parish Council Mrs Audrey Adnitt  
11 Cormorant Close, Filey, North Yorkshire YO14 0ED  
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Dear Councillor,

## Annual Meeting of the Parish Council

You are hereby summoned to attend the Annual meeting of Burniston Parish Council to be held on **Thursday 7<sup>th</sup> May 2026**, commencing at approximately **6.45pm** (following completion of the Annual Parish Meeting) this will be held in Burniston and Cloughton Village Hall.

**Audrey Adnitt**  
**Parish Clerk & Responsible Finance Officer**

## Annual Meeting Agenda

No	Item		
1.	To elect a Parish Council Chairman for the coming year		
2.	To elect a Vice Chairman of the Parish Council for the coming year		
3.	<b>Acceptance of Office</b> Both the Chairman & Vice to complete their acceptance of office forms.		
4.	<b>Elections of Council Representatives on Outside Bodies</b>		
	<table border="1"><thead><tr><th>Outside Body</th><th>Current representative</th></tr></thead></table>	Outside Body	Current representative
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	National Parks Coastal Forum	Cllr Wimbush
	YLCA	Cllrs Hill and Parsons
	Burniston & Cloughton Village Hall Committee	Cllr Grimwood
<b>5.</b>	<b>To approve Annual Governance Statement</b>	
<b>6.</b>	<b>To agree that the Parish Council is subject to External Audit due to annual turnover exceeding £25,000.00</b>	
<b>7.</b>	<b>To receive the annual accounts for 2025/26</b>	
<b>8.</b>	<b>To consider and approve updated Asset Register</b>	
	<b>Ordinary Parish Council Business</b>	
<b>9.</b>	<b>Apologies</b> Council to note any apologies, the reason(s) given for absence and to consider acceptance of them.	
<b>10.</b>	<b>Declarations of interest</b> Council to receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests.	
<b>11.</b>	<b>Public participation time</b> The period of time which is designated for public participation shall not exceed 15 minutes.  Each member of the public may only speak once and for no longer than three minutes.	
<b>12.</b>	<b>Minutes of the Meeting held on the 2<sup>nd</sup> April 2026</b> To approve and sign as appropriate.	
	<b><u>Reports to Council</u></b>	
<b>13.</b>	<b>To receive report from North Yorkshire Councillor Bastiman</b>	
<b>14.</b>	<b>To receive updates from Parish Councillors</b>	
<b>15.</b>	<b>To receive updates from Members who are representatives on the following Outside Bodies: Yorkshire Local Councils Association, Burniston and Cloughton Village Hall and the National Parks Coastal Forum.</b>	
<b>16.</b>	<b>To receive updates from Working Groups</b>	
<b>17.</b>	<b>To receive an update from the Parish Clerk</b>	
<b>18.</b>	<b>To receive an update on Electrical Works</b>	

19.	<b>Update on Pricky Beck – Balsam Issue</b> To consider actions.																				
20.	<b>Verge Cutting</b> To consider.																				
21.	<b>Bench Painting</b> To consider quotes.																				
22.	<b>Training</b> To consider any Member training requirements.																				
23.	<b>Village Resilience Planning</b>																				
24.	<b>Correspondence</b>																				
25.	<b>Planning Matters</b> <b>Review planning applications received as follows</b> None to consider at this meeting.																				
26.	<b>Planning Matters</b> <b>To note any decisions received.</b> None to consider at this meeting																				
27.	<b>Financial Matters</b> As at 30 <sup>th</sup> April 2026 The Current Account Balance is £22139.96 The Investment Account Balance is £34,627.76 The NS & I Savings account balance is £10,000																				
28.	<b>Accounts to Certify</b> <table border="1" data-bbox="320 1375 1485 1675"> <tr> <td data-bbox="320 1375 711 1447">YLCA</td> <td data-bbox="711 1375 1098 1447">Annual membership 25/26</td> <td data-bbox="1098 1375 1485 1447">£535.00</td> </tr> <tr> <td data-bbox="320 1447 711 1487">Zurich Insurance</td> <td data-bbox="711 1447 1098 1487">Annual Renewal</td> <td data-bbox="1098 1447 1485 1487">£545.24</td> </tr> <tr> <td data-bbox="320 1487 711 1527">Audrey Adnitt</td> <td data-bbox="711 1487 1098 1527">Ink Cartridge &amp; Files</td> <td data-bbox="1098 1487 1485 1527">£31.94</td> </tr> <tr> <td data-bbox="320 1527 711 1599">Information Commissioners</td> <td data-bbox="711 1527 1098 1599">Data Protection Fee 25/26</td> <td data-bbox="1098 1527 1485 1599">£52.00</td> </tr> <tr> <td data-bbox="320 1599 711 1639">Sneaky Tricks</td> <td data-bbox="711 1599 1098 1639">Legacy Domain Renewal</td> <td data-bbox="1098 1599 1485 1639">£10.00</td> </tr> <tr> <td data-bbox="320 1639 711 1675"></td> <td data-bbox="711 1639 1098 1675"></td> <td data-bbox="1098 1639 1485 1675"></td> </tr> </table>			YLCA	Annual membership 25/26	£535.00	Zurich Insurance	Annual Renewal	£545.24	Audrey Adnitt	Ink Cartridge & Files	£31.94	Information Commissioners	Data Protection Fee 25/26	£52.00	Sneaky Tricks	Legacy Domain Renewal	£10.00			
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29.	<b>Date of Next Meeting</b> The next ordinary meeting will take place on Thursday 4 <sup>th</sup> June at 6.30pm in Burniston and Cloughton Village Hall.																				