

**BURTON-CUM-WALDEN PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY, 6 JANUARY 2026**

A meeting of the Parish Council was held in the Village Hall, West Burton, on Tuesday, 6 January 2026.

Present: Miss Jane Ritchie, Mr Andrew Landau, Mrs Sally Sahin, Mr David Dent and Mrs Victoria Whitehead, Councillors, and Mr Richard Nolan, Clerk

1. Apologies

There were no apologies, all the members being present.

2. Declarations of interest

There were no declarations of interest.

3. Minutes

The minutes of the Parish Council meeting held on Tuesday 2 December 2025, having been circulated to all Members, were confirmed as a true copy, and duly signed by the Chairman.

4. Clerk's Report

The Clerk reported on the following matters:

- Mower
- Yorkshire Water and the West Burton sewerage works
- Parish clerk's salary
- Council Finances

RESOLVED: (i) To accept and note the report, and (ii) to note that further funding for the mower had been confirmed, namely £5,000.00 from The Elm House Trust and £2,805.00 from Miss J.O. Ritchie (Chairman), and (iii) to note that this funding, taken together with funding already received from the West Burton Fundraising Committee (£1,400.00), will cover the cost of the new mower (£9,205.00, ex VAT).

5. Planning Application R/54/26A

The Council considered an email from Ian Nesbit (YDNPA) about Planning Application R/54/26A, seeking clarification of the nature of the Council's previous response to the application.

RESOLVED: To treat the response as an objection, and to inform Mr Nesbit (and YDNPA) accordingly.

6. Council Financial Reporting

Councillors considered a bank statement and accompanying bank reconciliation statement, and heard a verbal report from the Responsible Financial Officer (including an internal control report).

RESOLVED: That these documents and reports are accepted and approved.

7. Council Insurance Policy

The Council considered renewal documents in connection with its insurance from Zurich Municipal.

RESOLVED: To enter into a new Long Term Agreement for insurance (3 years' duration) with Zurich Municipal; to place the Council's insurance with Zurich Municipal for the duration of that agreement, and to authorise the Clerk to complete the necessary documentation and pay the necessary premium.

8. Council Financial Regulations and Internal Audit

The Council considered its Financial Regulations and its Internal Control and Audit Procedure.

RESOLVED: To approve and re-adopt these documents for 2026.

The Council also considered the appointment of an internal auditor.

RESOLVED: To ask Jo Reynolds if she is willing to act again as the Council's internal auditor, and, if she is willing, to appoint her as the Council's internal auditor in respect of the Council's financial year 2025/26.

9. Succession planning for the office of Chairman of the Council

The Council the issue of succession planning for the office of Chairman of the Council.

RESOLVED: to appoint Mrs Sally Sahin as vice-chair of the Council.

10. West Burton School

The Council received an oral report from the Chairman on developments relating to the School. The Council heard that some grant funding had been obtained, and more was being sought, to pay for exploratory investigations as to what use might be made of the School buildings were the School to close. The Council also noted that an architect (Mr Peter Harrison) had been retained to begin that exploratory work. The Council further considered the question of insurance for the School buildings were the School to close. The Clerk will investigate the possibility of folding the charity which owns the School buildings into an updated version of the Parish Charity.

11. Items for inclusion in the January 2026 Parish Newsletter

RESOLVED: That the following items be included in the January 2026 Parish Newsletter:

- Thanks to everyone involved in arranging for the Village Christmas Tree and the provision of free electricity for the lights on the tree
- A report of Marie O'Byrne's thanks for the gift made to her by residents of the Village
- An explanation of recent works on the Village Green laying ducting for fibre-optic cables
- A reminder of the new Library Van and its times
- A reminder of the new times of the Post Office Van

12. Items of Interest or Concern from the NYC Parish Update, the YLCA White Rose Bulletin and the YLCA weekly News and Notifications

Councillors did not raise any items of interest or concern arising since the last meeting of the Council in any of (i) the NYC Parish Update, (ii) the YLCA White Rose Bulletin and (iii) the YLCA weekly news and notifications.

13. Invoices

The following cheques were made out and signed:

- a cheque (101318) for £25.00 as a donation to the Yorkshire Air Ambulance
- a cheque (101319) for £25.00 as a donation to the Great Northern Air Ambulance

14. Notice of meetings and reports of meeting attended

Councillors noted the dates of future meetings and reports of meetings attended.

15. Items for the next agenda

There were no items for the next agenda beyond those noted above.

There being no further business, the meeting closed at 8.35pm.

Date of the next meeting: **Tuesday, 3 February 2026 at 8.00 pm** in the Village Hall.

Chairman

Date: 3 February 2026