

**BURTON-CUM-WALDEN PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY, 2 DECEMBER 2025**

A meeting of the Parish Council was held in the Village Hall, West Burton, on Tuesday, 2 December 2025.

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

Apologies: Mr Andrew Landau

1. Apologies

Apologies were received from Councillor Landau.

RESOLVED: To accept the apologies.

2. Declarations of interest

There were no declarations of interest.

3. Minutes

The minutes of the Parish Council meeting held on Tuesday 4 November 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:

- Christmas Lights
- Notice from the Land Registry
- Trees by Ellers Lane (B6160)
- Precept
- Parish clerk's salary
- Council Finances

RESOLVED: To accept and note the report.

5. Parish Mower

The Council considered a paper from the Clerk about the possible replacement of the Council's existing mower, which is now 12 years old and has needed major repairs recently. The Council considered quotations from Simon Winstanley Ltd for a new mower and trade-in of the existing mower. The Council also considered alternative quotes obtained for the Council by Councillor Whitehead. The Council addressed its obligation to achieve best value for residents, and noted that grant funding / donations should be available to cover the net and ex-VAT cost of a new mower, as detailed in the Clerk's paper.

RESOLVED: Subject always to receipt of the grant funding / donations noted above, (i) to purchase a new Husqvarna P524x mower (current equivalent of the mower presently owned by the Council) from Simon Winstanley Ltd at a price of £13,155.00 (ex VAT); (ii) to sell to Simon Winstanley Ltd the existing mower owned by the Council at a price of £3,950.00 (ex VAT) in part-exchange for the new mower; (iii) to pay the balance of £9,205.00 (ex VAT) which is £11,046.00 (inc VAT) from the grant funding / donations received; and (iv) to authorise the Clerk to make the necessary arrangements with Simon Winstanley Ltd before the Christmas holidays.
[Note: it should be possible to reclaim VAT in due course.]

6. Council Policies

The Council considered the following policies:

- (i) Risk Assessment
- (ii) Parish Caretaker Risk Assessment

- (iii) Disciplinary Policy
- (iv) Equal Opportunities Policy
- (v) Biodiversity Policy
- (vi) Civility and Respect Protocol
- (vii) Records Management Policy
- (viii) Sickness and Absence Policy

RESOLVED: To approve the policies (as updated) and to re-adopt them for 2026.

7. Schedule of Meetings

The Council considered a draft schedule of meetings and regular business prepared by the Clerk.

RESOLVED: To approve and adopt the Schedule.

8. Notice (Form B122) from HM Land Registry

The Council considered a form B122 from HM Land Registry in respect of an application for registration of a transfer of land in the Parish registered under title number NYK412540.

RESOLVED: to consent to the application and instruct the Clerk to communicate that consent to HM Land Registry.

9. Land at Flanders Hall

The Council reviewed the issue of parish land by Flanders Hall.

RESOLVED: That the Clerk should contact the owners of Flanders Hall with a view to meeting them and further investigating the issue with them.

10. Items for inclusion in the January 2026 Parish Newsletter

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

- Thanks to Hawes Dairy (Saputo) for its donation towards the Christmas lights
- Report on fund raising for Bonfire Night 2026
- News about the new mower (see Item 5 above)
- Dates of forthcoming village events, including (i) a Village Quiz on Saturday 21 February 2026 at 7 pm for 7.30pm, and (ii) a bring-and-share tea on Sunday 19 April 2026 at 1pm.

11. 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.

12. Invoices

There were no invoices for payment.

13. Notice of meetings and reports of meeting attended

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

14. Items for the next agenda

RESOLVED: That consideration of the future of West Burton Church of England Primary School and its buildings be a standing item on the agenda until further resolution to the contrary.

There being no further business, the meeting closed at 9.05 pm

Date of the next meeting: **Tuesday, 6 January 2026 at 8.00 pm** in the Village Hall.

Chairman: Jane O Ritchie

Date: 6 January 2026