

# BARTON UPON HUMBER TOWN COUNCIL

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Our Ref: TAD/AGENDA

25<sup>th</sup> April 2025

Dear Councillor

You are summonsed to attend an **Annual Town Council meeting of Barton upon Humber Town Council** to be held on **WEDNESDAY 7<sup>th</sup> May 2025, commencing at 19:00**. The business of the meeting is detailed below and I trust you will be able to attend. If this is inconvenient please contact the Clerk prior to the meeting to offer your apologies. **This meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the Council meeting commencing. Please contact the Town Council office for meeting access details.**

Yours faithfully



Tracey Davis  
Town Clerk/RFO

## AGENDA

1. **Elect a Town Mayor –Mayors Notices**  
**Mayors Notices 2024-2025**  
**Mayors Notices 2025-2026**
2. **Declaration of Acceptance to be signed**
3. **Apologies for Absence**
4. **Elect a Deputy Town Mayor**
5. **Declaration of Acceptance to be signed**
6. **Declarations of Interest**
  - (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared
  - (b) To note dispensations given to any member of the council in respect of the agenda items listed below
7. **To receive, approve and confirm as a correct record the Minutes of the Ordinary Meeting of the Council held on 2<sup>nd</sup> April 2024 (copy attached)**
8. **To approve as a correct record minutes of the following meeting of the Council: Planning Committee Meeting held on 2<sup>nd</sup> April 2025 (copy attached)**
9. **To consider Correspondence, Progress Report and Notices for Information (Appendix I attached)**
10. **To note approved Accounts for payment and approve any other payments (Appendix II attached).**
11. **Finance & General Purposes recommendations and additional items**
  - (a) Approval of 2024/25 Final Accounts and Internal Audit Report 2024/25
  - (b) Consideration and Approval of Annual Governance Statement (Section 1 of the AGAR page 5) 204/25

- (c) Presentation, consideration and Approval of Accounting Statements (Section 2 of the AGAR Page 6) 2024/25
  - (d) Notice of formal public inspection of End of Year Accounts 2024/25 Tuesday 3rd June to Monday 14<sup>th</sup> July 2024
  - (e) Insurance Renewal quote 2025-2026
  - (f) Approval of Regular payments previously approved and agreed
12. **Approval to purchase Defibrillator for the Assembly Rooms and identification of budget**
13. **That the Town Council approach NLC with a view to be able to employ the weekend staff to open the public toilets and that the role is included in the Job Description of the cleaner/caretaker required for the Assembly Rooms. Longer term the Town Council wishes to assume responsibility for the public toilets subject to successful negotiations with North Lincolnshire Council.**
14. **To appoint Members to serve on the under-mentioned Committees of the Council for the Mayoral Year 2025/2026 and consideration for each Committee to review its Terms of Reference at the first meeting for approval at the following Full Council meeting:**
- (a) **Community Committee and to elect a Chairman and Vice Chairman**  
*(7 members required)*
  - (b) **Environment Committee and to elect a Chairman and Vice Chairman**  
*(7 members required)*
  - (c) **Finance & General Purposes Committee to elect a Chairman and Vice Chairman**  
*(7 members required)*
  - (d) **Planning Committee and to elect a Chairman and Vice-Chairman**  
*(7 members required)*
  - (e) **Personnel Committee and to elect a Chairman**  
*(3 members required)*
  - (f) **Emergency Planning Sub-Committee and to elect a Chairman**  
*(of the Environment Committee)*
  - (g) **Tender Committee (3 Members)**
  - (h) **Disciplinary Committee (3 Members)**
  - (i) **Grievance Committee (3 Members)**
  - (j) **Complaints Committee (3 Members)**
  - (k) **Assembly Room Working Group (5 Members)**
15. **To appoint representatives to serve on the following outside and other bodies:**  
*(Except where stated, all appointments are on an annual basis)*
- (a) Barton Civic Society Representative
  - (b) East Riding and North Lincolnshire Local Councils Association
  - (c) Humber & Wolds Rural Community Council
  - (d) Neighbourhood Action Team *(Maximum 2 Members)*
  - (e) Blue Coat Charity *(Maximum 3 Members)*
  - (f) Barton Relief in Sickness Fund (Ada Flower Trust)
  - (g) Barton Tourism Partnership *(Maximum 3 Members)*
  - (h) Friends of Barton Park Group
  - (i) Barton Cleethorpes Community Rail Partnership
  - (j) Barton Regeneration 2018 *(Maximum 2 Members – one being the Mayor of the town council)*
  - (k) Barton Upon Humber Neighbourhood Plan
  - (l) WREN Forum
  - (m) School Council
  - (n) Barton Business Forum
16. **To consider reports from Barton Representatives serving on North Lincolnshire Council and outside bodies**