

**BELTON PARISH COUNCIL**  
**INCORPORATING SANDTOFT AND BELTOFT**

Parish Clerk Clare Boyall  
Tel: 07876194049 email: clerk@beltonparishcouncil.gov.uk

12 May 2026

Dear Councillor

You are hereby summoned to the Annual Full Council meeting of the Belton Parish Council which will be held at the Belton Public Hall on Tuesday **18 May 2026 immediately following the Annual Parish meeting.**

Yours faithfully

*C Boyall*

Parish Clerk

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms, but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded.

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| <b>01/05/26</b> | <b>Public Participation Session</b><br>Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session (which will be conducted at 7.00 pm before the Council meeting) The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking. |
| <b>02/05/26</b> | <b>Election of Chairman of Belton Parish Council</b>   |
| <b>03/05/26</b> | <b>To Sign and Receive Chairman's Acceptance of Office Form</b>  |
| <b>04/05/26</b> | <b>Election of Vice Chairman of Belton Parish Council</b>  |
| <b>05/05/26</b> | <b>Apologies</b><br>To receive apologies and reasons for absence.  |
| <b>06/05/26</b> | <b>To review Councillors Declaration of Interests and receive any changes.</b>   |
| <b>07/06/26</b> | <b>Declarations of Interest</b><br>To record any Declaration of Interest made by members in respect of items on this agenda (Members should identify the agenda item and type of interest being declared.)   |
| <b>08/05/26</b> | <b>Granting of Dispensations (Code of Conduct, 2012)</b>   |
| <b>09/05/26</b> | <b>Draft Minutes of the Full Council meeting held on 21 April 2026</b><br>To resolve the Draft Minutes of the Full Council meeting held on 21 April 2026 (Copies of which have been previously circulated).  |
| <b>10/05/26</b> | <b>Chairman's Report</b><br>To note the Chairman's report.   |
| <b>11/05/26</b> | <b>Ward Councillor Report</b><br>To note a report from the Ward Councillor.  |

- 12/05/26 Clerk's Report**  
To note the Clerks Report (Matters in progress – for information only).
- 13/05/26 Financial Report**  
To receive the Financial Report and Accounts for Payment (Local government Act 1972 s151 & Accounts and Audit Regulations 2003 as amended 2006). See Appendix.
- 14/05/26 Personnel Committee**  
To elect members of the Personnel Committee.
- 15/05/26 Personnel Committee Terms of Reference**  
To review and approve the Personnel Committee Terms of Reference.
- 16/05/26 Belton Playing Field Association Representative**  
To elect a representative on the Belton Playing Field Committee.
- 17/05/26 ERNLLCA District Committee Representatives**  
To elect 2 Cllrs to attend the ERNLLCA District Committee.
- 18/05/26 To Review and Approve the Standing Orders**
- 19/05/26 To Review and Approve the Financial Regulations**
- 20/05/26 Risk Management Policy**  
To review and approve the Risk Management policy.
- 21/05/26 Financial Reserves Policy**  
To review and approve the Financial Reserves policy.
- 22/05/26 Asset Register and Inspection of Assets**  
To review the Asset Register and arrange for an inspection of assets.
- 23/05/26 Scheme of Delegation**  
To review and approve the Scheme of Delegation.
- 24/05/26 Biodiversity Policy and Action Plan**  
To review the Biodiversity policy and Action Plan.
- 25/05/26 IT Policy**  
To review and approve the IT policy.
- 26/05/26 Dignity at Work inc Sexual Harassment Policy**  
To review and approve the Dignity at Work inc Sexual Harassment policy.
- 27/05/26 Personnel Policies**  
To review and approve the following personnel policies
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|-----------------------------------|---------------------------------|
| Grievance policy                  | Whistleblowing policy           |
| Disciplinary policy and procedure | Display Screen Equipment policy |
- 28/05/26 Data Protection Policy**  
To review and approve the Data Protection policy.
- 29/05/26 Subject Access Request Policy**  
To review and approve the Subject Access Request policy.
- 30/05/26 Publication Scheme**  
To review and approve the Publication Scheme.

- 31/05/26 Health and Safety Policy**  
To review and approve the Health and Safety policy.
- 32/05/26 Council Policies and Procedures**  
To review and approve the following policies and procedures.
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|-------------------------------|---------------------------------|
| Child Safeguarding policy     | Adult Safeguarding policy       |
| Co-option procedure           | Media policy                    |
| Recording of Meetings policy  | Social Media policy             |
| Complaints policy             | Training and Development policy |
| Freedom of Information policy |                                 |
- 33/05/26 Schedule of Meetings 2026/2027**  
To set the schedule of meetings 2026/2027.
- 34/05/26 Insurance Provision**  
To review and resolve the annual insurance for the Parish Council.
- 35/05/26 Bank Signatories**  
To review the bank signatories.
- 36/05/26 Subscription and Direct Debit Review**  
To review the following subscriptions and Direct Debits  
ERNLLCA ICO  
ICCM
- 37/05/26 Councillor Attendance Record 2025/2026**  
To note the Councillor attendance record 2025/2026.
- 38/05/26 Annual Internal Audit Report 2025/2026**  
To receive the Annual Internal Auditor's report (information previously circulated).
- 39/05/26 Section 1 Governance Statement 2025/2026**  
To consider and resolve the Governance Statement for 2025/2026 (information previously circulated).
- 40/05/26 Section 2 Accounting Statement 2025/2026**  
To consider and resolve the accounting Statement for 2025/2026 (information previously circulated).
- 41/05/26 Civility and Respect Pledge**  
To re-affirm the Civility and Respect Pledge.
- 42/05/26 Planning Applications**
- 42.1 Application No: PA/2026/531**  
**Proposal:** Application to vary condition 2 of PA/2014/0427 to enable an amendment to the rear of the building and erect a structure on the footprint of the consented five bay loading area  
**Site Location:** Westwood Business Park, Belton Road, Sandtoft, Doncaster, DN8 5BF
- 42.2 Application No: PA/2025/1371**  
**Proposal:** Amended Documentation Planning permission to erect two-storey side extension and first floor rear extension to existing dwelling  
**Site Location:** Orchard Cottage , Carrhouse Road , BELTON , DN9 1PG
- 43/05/26 Planning Permission Granted and Refused**  
To note the granted and refused planning applications (Information previously circulated).

- 44/05/26 Facebook Account**  
To seek a volunteer to add posts to the Facebook account in conjunction with and after approval from the Clerk.
- 45/05/26 Bank Reconciliation**  
To confirm that audit checks have been performed against the bank reconciliation
- 46/05/26 Best Kept Village Barrow Competition**  
To resolve the amounts for the voucher prizes.
- 47/05/26 Handyperson**  
To resolve a list of work that is required. Standard Item.
- 48/05/26 War Memorial**  
To receive any updated information.
- 49/05/26 Date and Time of next meeting**  
Tuesday 16 June 2026 at 7 pm at Belton Public Hall.

Payment Appendix

<b>Cheque</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Nett Amount</b>	<b>VAT</b>	<b>Total</b>
200876and 200877	Staff Payroll	May Salaries	1261.38	0	1261.38
200876	S Fritchley	Mileage	6.97	0	6.97
200878	C Boyall	Mileage	36.90	0	36.90
200878	C Boyall	Home Office Allowance	26.00	0	26.00
200878	C Boyall	Microsoft 365	70.83	14.16	84.99
200878	C Boyall	Postage	6.07	1.21	7.28
200878	C Boyall	Stationery	5.13	1.02	6.15
200879	HMRC	PAYE		0	Confidential
200880	CPRE	Best Kept Village	35.00	0	35.00
200881	Clear Insurance	Annual Insurance		0	
200882/ 200883	Yards Apart	Grass Cutting Cut 3 Verges and Open Spaces	1323.15	264.63	1587.78
200884/4/ 85/86	Yards Apart	Weed Spraying	1890.00	378.00	2268.00
200887	Paul Haywood	Cemetery and Closed Churchyard Grass Cutting 30/4 14/5	880.00	0	880.00
200888	Axholme Pest Control	Mole removal Cemetery	72.00	14.40	86.40
200889	Belton Playing Field Association	Grant Section 145 Local Government Act 1972	500.00	0	500.00