

BELTON PARISH COUNCIL
INCORPORATING SANDTOFT AND BELTOFT

These are the Minutes of the Annual Full Council Meeting of the Belton Parish Council held on Tuesday 19 May 2026 at Belton Public Hall.

In Attendance:

Councillors: B Hellewell (Chair), A Baker Cliff, D Carey, S Cliff, L Drury, R Padgett, E Savage, S Taylor, A Temperton, G Ulley and S Waller.

Clare Boyall Clerk and Responsible Financial Officer

Ward Cllr Mitchell

0 Members of the Public

- 01/05/26 Public Participation Session**
None.
- 02/05/26 Election of Chairman of Belton Parish Council**
Cllr Baker Cliff Proposed that Cllr Hellewell be elected Chairman of Belton Parish Council, seconded by Cllr Ulley. All in favour. **Resolved.**
- 03/05/26 To Sign and Receive Chairman's Acceptance of Office Form**
The Acceptance of Office form was signed and received by the Clerk.
- 04/05/26 Election of Vice Chairman of Belton Parish Council**
Cllr Baker Cliff proposed that Cllr Warwick be elected Vice Chairman of Belton parish Council, seconded by Cllr Hellewell. 6 in favour. **Resolved.**
Cllr Waller proposed that Cllr Ulley be elected Vice Chairman of Belton parish Council, seconded by Cllr Taylor. 3 in favour.
- 05/05/26 Apologies**
Cllrs Pickersgill and Warwick.
- 06/05/26 To review Councillors Declaration of Interests and receive any changes.**
Cllr Carey will supply the Clerk with a change form.
- 07/06/26 Declarations of Interest**
Cllr Temperton 16/05/26.
- 08/05/26 Granting of Dispensations (Code of Conduct, 2012)**
None.
- 09/05/26 Draft Minutes of the Full Council meeting held on 21 April 2026**
Cllr Padgett proposed that the minutes of the Full Council meeting held on 21 April 2026 be approved, seconded by Cllr Baker Cliff. All in favour. **Resolved.**
- 10/05/26 Chairman's Report**
None.
- 11/05/26 Ward Councillor Report**
The issues with Copart have settled down. A future meeting will take place with the Police and Enforcement.
Money is available for residents who heat their house with oil. They are able to apply on N Lincs Council's website for £300 towards their heating bill which is not means tested.
At a recent NATS meeting the issues with HGVs on Westgate Road were highlighted as a priority. There were also reports of antisocial behaviour on Ashtree Close.

The issues with the new bin collections have now settled down and lessons will be learnt from the recent problems.

The new Connect2 bus service has been launched. Bus passes can be used on this service.

At the recent election Cllr Finch was elected. Janet Lee is the new Mayoress of N Lincs. Ward Cllr Mitchell's new title is Cabinet Member for Finance and Efficiency.

Ward Cllr Mitchell felt that the recent Party in the Park event went well and was a success.

12/05/26

Clerk's Report

The tree quotation was accepted for the work on the 1 tree in the closed churchyard.

The annual audit documentation was sent to the internal auditor; work was carried out and this is now complete ready for all documentation to go to the external auditor once resolved by council.

2 moles were caught in the cemetery and there is no evidence of any more at the moment.

A letter was sent to the Christmas Lights committee. No reply has been received.

The quotation was accepted for the work in the cemetery to level the ground out for ease of grass cutting and for health and safety.

Community Payback are interested in completing some work in the cemetery as this is ideal for their scheme. This is usually a day's work consisting of 5 people. The only stipulation is that they would not clear any debris from the site, we would need to dispose of this.

Community Heartbeat Trust have been contacted regarding the ordered defib pad. As there is a national supply problem, they are prioritising those sites that have defibs that have run out of date. A pad from the broken defib was able to be placed in the Belshaw Lane box and therefore this site is still active.

The memorial assessment will take place the week commencing 1 June. After this time the clerk and the handyperson will band and stake any memorials that may be deemed unsafe and following this work will commence on trying to contact the deed holders.

Cllr Temperton proposed to note the Clerk's report, seconded by Cllr Drury. All in favour.
Resolved.

13/05/26

Financial Report

Cheque	Recipient	Purpose	Nett Amount	VAT	Total
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	2104.90	0	2104.90

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

Cllr Savage proposed to approve the financial reports and that the cheques be signed, seconded by Cllr Ulley. All in favour. **Resolved.**

14/05/26 Personnel Committee

Cllr Taylor proposed that Cllr Ulley, Cllr Pickersgill and Cllr Baker Cliff be elected onto the Personnel Committee, seconded by Cllr Padgett. All in favour. **Resolved.**

15/05/26 Personnel Committee Terms of Reference

Cllr Padgett proposed to approve the Personnel Committee Terms of Reference, seconded by Cllr Waller. All in favour. **Resolved.**

16/05/26 Belton Playing Field Association Representative

Cllr Baker Cliff proposed that Cllr Hellewell be elected the council's representative on the Belton Playing Field Committee, seconded by Cllr Temperton. All in favour. **Resolved.**

17/05/26 ERNLLCA District Committee Representatives

Cllr Baker Cliff proposed not to elect 2 representatives to the ERNLLCA District Committee, seconded by Cllr Ulley. All in favour. **Resolved.**

18/05/26 To Review and Approve the Standing Orders

Cllr Waller proposed to approve the Standing Orders, seconded by Cllr Padgett. All in favour. **Resolved.**

19/05/26 To Review and Approve the Financial Regulations

Cllr Drury proposed to approve the Financial Regulations, seconded by Cllr Temperton. All in favour. **Resolved.**

20/05/26 Risk Management Policy

Cllr Waller proposed to approve the Risk Management policy, seconded by Cllr Baker Cliff. All in favour. **Resolved.**

21/05/26 Financial Reserves Policy

Cllr Carey proposed to approve the Financial Reserves policy, seconded by Cllr Ulley. All in favour. **Resolved.**

22/05/26 Asset Register and Inspection of Assets

The asset register will be added to the next agenda to update the benches for this year. The inspection of assets was agreed.

23/05/26 Scheme of Delegation

Cllr Temperton proposed to approve the Scheme of Delegation, seconded by Cllr Drury. All in favour. **Resolved.**

24/05/26 Biodiversity Policy and Action Plan

Cllr Baker Cliff proposed to approve the Biodiversity policy and Action Plan, seconded by Cllr Padgett. All in favour. **Resolved.**

- 25/05/26 IT Policy**
Cllr Waller proposed to approve the IT policy, seconded by Cllr Ulley. All in favour. **Resolved.**
- 26/05/26 Dignity at Work inc Sexual Harassment Policy**
Cllr Waller proposed to approve the Dignity at Work inc Sexual Harassment policy, seconded by Cllr Padgett. All in favour. **Resolved.**
- 27/05/26 Personnel Policies**
Cllr Padgett proposed to approve the following personnel policies, seconded by Cllr Drury. All in favour. **Resolved.**
- | | |
|-----------------------------------|---------------------------------|
| Grievance policy | Whistleblowing policy |
| Disciplinary policy and procedure | Display Screen Equipment policy |
- 28/05/26 Data Protection Policy**
Cllr Ulley proposed to approve the Data Protection policy, seconded by Cllr Padgett. All in favour. **Resolved.**
- 29/05/26 Subject Access Request Policy**
Cllr Temperton proposed to approve the Subject Access Request policy, seconded by Cllr Padgett. All in favour. **Resolved.**
- 30/05/26 Publication Scheme**
Cllr Temperton proposed to approve the Publication Scheme, seconded by Cllr Padgett. All in favour. **Resolved.**
- 31/05/26 Health and Safety Policy**
Cllr Waller proposed to approve the Health and Safety policy, seconded by Cllr Padgett. All in favour. **Resolved.**
- 32/05/26 Council Policies and Procedures**
Cllr Waller proposed that Cllr Pickersgill be Lead safeguarding and Cllr Taylor be deputy Safeguarding for the Child and Adult safeguarding policies, seconded by Cllr Temperton. All in favour. **Resolved.**
- Cllr Baker Cliff proposed to approve the following policies and procedures, seconded by Cllr Temperton. All in favour. **Resolved.**
- | | |
|-------------------------------|---------------------------------|
| 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**
Cllr Savage proposed that full council meetings will take place on the 3rd Tuesday of every month except August where there will be no meeting, seconded by Cllr Padgett. All in favour. **Resolved.**
- 34/05/26 Insurance Provision**
Cllr Ulley proposed to approve the annual insurance for the Parish Council, seconded by Cllr Drury. All in favour. **Resolved.**
- 35/05/26 Bank Signatories**
Cllr Waller proposed that there be no changes to the present bank signatories, seconded by Cllr Taylor. All in favour. **Resolved.**

- 36/05/26 Subscription and Direct Debit Review**
Cllr Baker Cliff proposed to approve the following subscriptions and Direct Debits, seconded by Cllr Temperton. All in favour. **Resolved.**
- ERNLLCA ICO
ICCM
- 37/05/26 Councillor Attendance Record 2025/2026**
Cllr Drury proposed to note the Councillor attendance record 2025/2026, seconded by Cllr Waller. All in favour. **Resolved.**
- 38/05/26 Annual Internal Audit Report 2025/2026**
Cllr Savage proposed to note the Annual Internal Auditor's report, seconded by Cllr Baker Cliff. All in favour. **Resolved.**
- 39/05/26 Section 1 Governance Statement 2025/2026**
The annual Governance Statement was considered and completed. Cllr Padgett proposed to approve the Governance Statement 2025/2026, seconded by Cllr Baker Cliff. All in favour. **Resolved.**
- 40/05/26 Section 2 Accounting Statement 2025/2026**
Cllr Ulley proposed to approve the Accounting Statement 2025/2026, seconded by Cllr Temperton. All in favour. **Resolved.**
- 41/05/26 Civility and Respect Pledge**
Cllr Drury proposed to re-affirm the Civility and Respect Pledge, seconded by Cllr Carey. All in favour. **Resolved.**
- 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
- Cllr Padgett proposed that no comment be made to this planning application, seconded by Cllr Drury. All in favour. **Resolved.**
- 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
- Cllr Cliff proposed that an objection be made to this planning application on the grounds that there is insufficient vehicle parking provision for this site, seconded by Cllr Padgett. All in favour. **Resolved.**
- 43/05/26 Planning Permission Granted and Refused**
Cllr Baker Cliff proposed to note the granted and refused planning applications, seconded by Cllr Temperton. All in favour. **Resolved.**
- 44/05/26 Facebook Account**
Cllr Hellewell proposed that Cllr Baker Cliff be nominated to add posts to the Facebook account in conjunction with and after approval from the Clerk, seconded by Cllr Temperton. All in favour. **Resolved.**

- 45/05/26 Bank Reconciliation**
Cllr Hellewell confirmed that audit checks have been performed against the bank reconciliation. Cllr Baker Cliff proposed to note that audit checks have been completed on the accounts, seconded by Cllr Padgett. All in favour. **Resolved.**
- 46/05/26 Best Kept Village Barrow Competition**
Cllr Baker Cliff proposed that 1st, 2nd and 3rd prizes be £50, £30 and £20 respectively, seconded by Cllr Waller. All in favour. **Resolved.**
- 47/05/26 Handyperson**
The telephone box on Stocks Hill needs to be re-painted and the planters need to be prepared for planting.
- 48/05/26 War Memorial**
The Clerk advised that a full size template is being produced. This will be sent to the War Memorials Trust for approval.
- 49/05/26 Date and Time of next meeting**
Tuesday 16 June 2026 at 7 pm at Belton Public Hall.
Noted.

Meeting closed at 7 53 pm