



BURTON & WINKTON PARISH COUNCIL

BURTON COMMUNITY CENTRE

SANDY PLOT, BURTON

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Notice is given and Councillors are summoned to an Extraordinary Meeting of Burton & Winkton Parish Council on Wednesday 4 February 2026, Burton Community Centre, Sandy Plot, Burton at 6pm.

Tim Mayled – Clerk

30 January 2026.

1. Welcome and apologies for absence

To receive apologies for absence and to approve reasons given.

2. Declarations of Interest

To receive any declarations of disclosable pecuniary or other interests in items on this agenda.

3. Exclusion of the press and public

To resolve (proposed by the Chair):

“That, under the Public Bodies (Admission to Meetings) Act 1960, s1(2), the press and public be excluded from the meeting due to the confidential nature of the business to be transacted, relating to staffing matters.”

4. To receive and formally note the resignation of the Parish Clerk / Responsible Financial Officer

To receive the written resignation submitted by the Clerk/RFO and to note the contracted final working date.

5. to 7.

To consider any actions for the Staffing Committee as a result of item 4 above.

Confidential Matters

8. Date of first meeting of the Recruitment & Selection Panel