

IRBY UPON HUMBER PARISH COUNCIL

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Dear Councillors,

3rd May 2025

You are summonsed to attend the **Ordinary Meeting of Irby Upon Humber Parish Council** to be held on **Thursday 12th June 2025, Commencing 19.30 at St Andrews Church Hall, School Lane, Irby**

The business of the meeting is detailed below, please contact the Proper Officer prior to the meeting to offer your apologies if you are unable to attend.

The 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.

Public Participation

The time will be restricted to 15 minutes maximum unless the council decides otherwise. Items relating to matters on the agenda will be taken first and members of the public should note that decisions not on the agenda are unable to be resolved by the council.

Yours Faithfully

Vicky Haines

AGENDA

- 2506/1 **Apologies**
To note any apologies of absence
- 2506/2 **Declarations of interests / dispensations**
- a. Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register.
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS
 - b. For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution.
- 2506/3 **Minute approval**
- a. To receive and approve as a true and correct record the minutes from the Annual meeting of the council and the annual meeting of the parish that took place 15th May 2025
- 2506/4 **Finances**
To approve the following:
- a. Schedule of payments that are to be paid in June 2025
 - b. Finance reconciliation for May 2025 and for the council to agree the month end tallies with the bank statement
- 2506/5 **Internal report & Annual Governance Statement**
- (i) Clerk to circulate any comments received from the internal auditor
 - (ii) Clerk to request the council to answer the Annual Governance statement and give its approval

- (iii) Council to agree and the Chairman to sign the annual governance statements and record minute reference

2506/6 **Policies**

To approve the following policies

1. Adults Safeguarding Policy
2. Children's Safeguarding Policy
3. Financial Risk Assessment
4. Risk Management Policy
5. Biodiversity Policy
6. Sexual & General Harassment Policy
7. Complaints Policy

2506/7 **Proper Officer / RFO overtime**

To approve the additional 10 hours worked in May 2025 and expenses

2506/8 **Former Clerks final payment in lieu of notice sum**

To note that the former clerk's final payment in lieu of notice was £416.99 and expenses £74.40 which was agreed by the former clerk via email and was paid via BACS 20th May 2025

2506/9 **Co-option Notice**

To approve the Co-option notice

2506/10 **General correspondence**

To receive any correspondence

2506/11 **Agenda for next and future meetings**

To take note of any items for the next or future agenda.

2506/12 **Date of next meeting**

To confirm the date, time and location of the next meeting(s) as (subject to any change in circumstances):

Ordinary of the council, Thursday 10th July 2025 @ St Andrews Church Hall, 19:30