

**IRBY UPON HUMBER PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD AT**  
**ST ANDREWS CHURCH HALL on THURSDAY 12<sup>TH</sup> JUNE 2025 at 19.30**

Councillors Present: Cllr M Moody (Chair), Cllr E Rooke (Vice-Chair), Cllr D Fuller and Cllr N Cleve  
Members of the public: 0

2506/1 **Apologies – None received**

2506/2 **Declarations of interests / dispensations – None received and none declared**

2506/3 **Minute approval**

**Proposed: Cllr Moody, Seconded: Cllr Fuller**

**Resolved:** That the council unanimously resolved to 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 15<sup>th</sup> May 2025

2506/4 **Finances**

**Proposed: Cllr Moody, Seconded: Cllr Cleve**

**Resolved:** That the council unanimously resolved to approve the schedule of payments that are to be Paid in June 2025

**Proposed: Cllr Cleve, Seconded: Cllr Fuller**

**Resolved:** That the council unanimously resolved approve the finance reconciliation for May 2025 and the council agreed the month end tallies with the bank statement

2506/5 **Internal report & Annual Governance Statement**

**Proposed: Cllr Moody, Seconded: Cllr Rooke**

**Resolved:** That the council received the internal audit report

**Proposed: Cllr Moody, Seconded: Cllr Rooke**

**Resolved:** That the council unanimously resolved to approve Section 2 – Accounting statements which was then signed by the Chairman

**Proposed: Cllr Moody, Seconded: Cllr Rooke**

**Resolved:** That the council answered the questions detailed on Section 1 - Annual Governance statement, gave its approval and both the Clerk / RFO and Chairman signed and recorded the minute reference. The council discussed the actions going forward in relation to the answers being given on the Annual Governance Statement being ‘no’ and the Clerk was requested to bring for council approval at the July meeting prior to being submitted to the external auditor

2506/6 **Policies**

**Proposed: Cllr Moody, Seconded: Cllr Fuller**

**Resolved:** That the council unanimously resolved 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**

**Proposed: Cllr Fuller, Seconded: Cllr Rooke**

**Resolved:** That the council unanimously resolved to approve the additional 10 hours worked in May 2025 and expenses

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

**Proposed: Cllr Moody, Seconded: Cllr Cleve**

**Resolved:** That the council noted 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 20<sup>th</sup> May 2025

2506/9 **Co-option Notice**

**Proposed: Cllr Moody, Seconded: Cllr Rooke**

**Resolved:** That the council unanimously resolved to approve the Co-option notice

2506/10 **General correspondence**

- A member of the public raised concern regarding the early publication of the unaudited accounts and the parish council rectified in accordance with the recommendation from PKF Littlejohns

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

- Church clock maintenance approval

2506/12 **Date of next meeting**

**Ordinary of the council, Thursday 10<sup>th</sup> July 2025 @ St Andrews Church Hall, 19:30**

Meeting Closed: 20:00