IRBY UPON HUMBER PARISH COUNCIL

Vicky Haines
Proper Officer / RFO **Email: clerk@irbyparishcouncil.gov.uk**
Telephone: 07834 418338 **Website: www.irbycouncil.co.uk**

Dear Councillors, 28th October 2026

You are summonsed to attend the **Ordinary Meeting of Irby Upon Humber Parish Council** to be held on Wednesday 4th November 2026, Commencing 19.00 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

2611/1 **Apologies**
To note any apologies of absence

2611/2 **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.

2611/3 **Minute approval**
To approve the minutes of full council meeting that took place 22nd October 2026

2611/4 **Finances**

(i) To approve the schedule of payments for November 2026
(ii) To approve the finance reconciliation for October 2026 and for the council to confirm the bank statement tallies with the figures

2611/5 **Policies**
To review and adopt the following policies:

- Asset Register
- Biodiversity Policy
- Code of conduct

- Complaints Policy
- Data map
- Data Protection Policy
- Document Retention Policy
- Financial Regulations
- Financial Risk Assessment Policy
- General Privacy Notice
- IT Policy
- Publication Scheme
- Risk Management Policy
- Safeguarding Adults
- Safeguarding Children
- Sexual and general harassment Policy
- Standing Orders
- Subject Access Request Procedure

2611/6 **Appointment of new Clerk**

To consider the appointment of the new clerk and for the contract to be signed

2611/7 **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 7th January 2027 @ St Andrews Church Hall, 19:00