IRBY UPON HUMBER PARISH COUNCIL
DRAFT MINUTES of the ORDINARY MEETING OF THE PARISH COUNCIL HELD at ST ANDREWS CHURCH HALL on WEDNESDAY 4TH NOVEMBER 2026 at 19.00

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

Public participation – None present

2611/1 **Apologies – Cllr Nicholson**

2611/2 **Declarations of interests / dispensations – None received or declared**

2611/3 **Minute approval**

Proposed: Cllr Cleve, Seconded: Cllr Fuller
Resolved: That the council unanimously resolved to approve the minutes from the ordinary meeting of the of the council that took place 22nd October 2026

2611/4 **Finances**

Proposed: Cllr Moody, Seconded: Cllr Rooke
Resolved: That the council unanimously resolved to retrospectively approve the schedule of payments for November 2026

Proposed: Cllr Moody, Seconded: Cllr Cleve
Resolved: That the council unanimously resolved to approve the finance reconciliations for October 2026 and that the council agreed the bank statement tallies with the figures

2611/5 **Policies**

Proposed: Cllr Moody, Seconded: Cllr Cleve
Resolved: That the council unanimously resolved to review and adopt the policies of:

- 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

DRAFT

- Risk Management Policy
- Safeguarding Adults
- Safeguarding Children
- Sexual and general harassment Policy
- Standing Orders
- Subject Access Request Procedure

2611/6 **Appointment of new Clerk**

Proposed: Cllr Moody, Seconded: Cllr Cleve
Resolved: That the council unanimously resolved to appoint a new Clerk, Jane Thomson. Contract was signed by Jane Thomson and Cllr Moody. Witnessed by Cllr Cleve.

2611/7 **Date of next meeting**

Thursday 7th January 2027 @ 7pm at St Andrews Church Hall

Meeting Close: 19:35

DRAFT