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# Rudston Parish Council

Email: rudstonclerk@gmail.com Tel. No. 07921 852217  
Chair: Mr Bernard Warcup Clerk: S Todd

**All Parish Council Meetings are open to the Public and Press**

## To All Members of Rudston Parish Council

Dear Councillor

You are summoned to the Annual Meeting of Rudston Parish Council at Rudston Village Hall on **Wednesday 14 May 2025 at 7.30pm**. The meeting will consider the items set out below on the Agenda.

Please acknowledge receipt of this summons and confirm your attendance. If you are unable to attend, please forward your apologies to the Clerk with the reason for your absence.

*S Todd*

Clerk to Rudston Parish Council

8 May 2025

## **AGENDA**

Wednesday 14 May 2025, 7.30pm, Rudston Village Hall

### **CHAIR'S WELCOME AND MEETING INFORMATION**

Welcome to this meeting of Rudston Parish Council. Members of the public have the right to attend parish council meetings as observers. Participation is not a statutory requirement and is granted at the discretion of the Chair or by prior arrangement with the Clerk. Members of the public may only speak or ask questions when invited by the Chair and within the time limits set.

### **1. ELECTION OF CHAIR AND VICE-CHAIR**

**1.1** To elect a Chair for 2025-2026 and receive the Chair's Declaration of Acceptance of Office.

**1.2** To elect a Vice-Chair for 2025-2026.

### **2. APOLOGIES**

To note apologies.

### **3. DECLARATIONS OF INTEREST**

Members to declare any interest they may have in agenda items (Disclosable Pecuniary and Non-Pecuniary Interests)

#### **4. APPROVAL OF MINUTES**

- 4.1** To receive and sign the minutes of the Full Council meeting held on the 12 March 2025 (distributed via email 8 April 2025).
- 4.2** To receive and sign the minutes of the additional Council meeting held on the 29 April 2025 (distributed via email 8 May 2025).

#### **5. PLANNING**

##### **5.1 Planning Applications:**

- 5.1.1 25/00743/PLF** – Erection of a livestock building with associated feed bins and hardstanding area at High Caythorpe Farm, High Caythorpe Lane, Rudston, for MB And J Goodwin Ltd.  
Circulated 15/04/2025. Comments deadline 8 May 2025.
- 5.1.2** To consider, discuss and agree actions on any planning applications received between the publishing of this agenda and the meeting.

##### **5.2 Planning Decisions:**

- 5.2.1** To consider any notices of decisions, appeals and updates on planning applications received between the publishing of this agenda and the meeting.

#### **6. FINANCE**

##### **6.1 Approval of Accounts**

- 6.1.1** To approve the Financial Statements.
- 6.1.2** To approve the Asset Register.
- 6.1.3** Update bank signatories following any changes of council officers.

##### **6.2 Approval of Annual Governance and Accountability Return 2024/2025**

- 6.2.1** To consider and sign the Certificate of Exemption – AGAR 2024/25 Form 2, page 3.
- 6.2.2** To receive and consider any actions of the Annual Internal Audit Report 2024/25, page 4.
- 6.2.3** To approve and sign Section 1 – Annual Governance Statement 2024/25, page 5
- 6.2.4** To approve and sign Section 2 – Accounting Statements 2024/25, page 6.
- 6.2.5** To consider and approve the Explanation of Variances.
- 6.2.6** To consider, approve and sign the Bank Reconciliation.
- 6.2.7** To consider and approve the Period of Exercise of Public Rights 17/06/2024 – 26/07/2024.

##### **6.3 Insurance**

The Insurance renewal with Clear Councils (formerly BHIB) is due on 1 June 2025. The renewal quote is £1,613.75, an increase of £273.06 which is 20%. Further quotes have been requested and will be presented at the meeting. Council to consider and agree which quote to accept and agree for Clerk to pay when due.

##### **6.4 SLCC Membership Renewal**

To agree the continued Membership of the SLCC (Society of Local Council Clerks) at a cost of £34.20 (split with other councils) towards the renewal cost (total is £190) and give authorisation for the Clerk to pay the invoice.

##### **6.5 Payroll Services**

To note the increase of £3.00 per quarter (from £16.50 to £19.50) by the payroll provider to commence from 01/04/2025.

##### **6.6 New Contact Number**

To note the change of the Council's contact number which is now 07921 852217. This number is shared with Burton Agnes Parish Council.

## **7. Review of the Organisation and Procedures of the Council**

To consider and review the current organisation of the Council and determine any changes required. The review to include the following:

**7.1** Delegation arrangements to the Clerk

**7.2** Standing Orders of the Council

**7.3** Financial Regulations

**7.4** Code of Conduct (all councillors to sign to say they have read and abide by)

**7.5** Current organisation of Committees/Working Groups

## **8. Notice Boards**

To discuss and agree actions to further the renewal of both Parish Council notice boards.

## **9. Correspondence Received**

To discuss, agree and inform the Clerk of any actions required on the following correspondence received:

**7.1** Email received from Northern Powergrid appointed surveyor seeking consent to prune trees to clear power lines in Corner Garden.

## **10. Emails Received and Forwarded to Councillors**

26/03/2025 – ERYC HEY LNRS Webinars

26/03/2025 – ERYC Design Code adoption at Full Council meeting 02/04/2025

08/04/2025 – Humberside Police – Communities Better Together Event 2025

14/04/2025 – Ron Bailey, update on Lithium-ion Battery Safety Campaign

15/04/2025 – 25/00743/PLF Planning Application

15/04/2025 – ERYC Town & Parish Council Planning Liaison Meetings

06/05/2025 – ERYC Updates from Village Walkaround with Ward Councillors

06/05/2025 – ERYC Winter Maintenance (Salt Bins)

## **11. Date and time of next meeting**

Wednesday 9 July 2025 7.30pm