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Rudston Parish Council

Email: rudstonclerk@gmail.com Tel. No. 07921 852217

Chair: Mr Bernard Warcup Clerk: Mrs S Todd

Councillors are hereby summoned to attend the Annual Parish Council Meeting of Rudston Parish Council at on Wednesday 13 May 2026 at 7.30pm at Rudston Village Hall. 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

6 May 2026

All Parish Council Meetings are open to the Public and Press
Members of the Public who wish to speak at the meeting are requested to contact the Clerk no less than 7 days prior to the meeting.

AGENDA

Wednesday 13 May 2026, 7.30pm, Rudston Village Hall

1. ELECTION OF CHAIR AND VICE-CHAIR

- 1.1 To elect a Chair for 2026-2027 and receive the Chair's Declaration of Acceptance of Office.
- 1.2 To elect a Vice-Chair for 2026-2027.

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.

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

To receive and sign the minutes of a full council meeting held on the 11 March 2026 (circulated via email 7 April 2026).

5. WARD COUNCILLORS' REPORTS

To receive any reports and updates from Ward Councillors present.

6. PLANNING

6.1. Planning Applications:

6.1.1. To consider, discuss and agree actions on any planning applications received between the publishing of this agenda and the meeting.

6.2. Planning Decisions, Appeals and Updates:

6.2.1. To consider, discuss and agree actions on any planning applications received between the publishing of this agenda and the meeting.

7. FINANCE

7.1 Approval of Accounts

7.1.1 To approve the financial statements. Chair to sign Bank Reconciliation/s.

7.1.2 To receive an update from Cllr. Rhodes regarding the transfer of funds from Rudston Amenities Committee bank account to the Parish Council bank account.

7.1.3 To approve the asset register.

7.1.4 To update bank signatories following any changes of council members.

7.2 Approval of Annual Governance and Accountability Return 2025/2026

7.2.1 To consider and sign the Certificate of Exemption – AGAR 2025/26 Form 2, page 3.

7.2.2 To receive and note the Annual Internal Audit Report – AGAR 2025/26 Form 2, page 4, and consider and agree any actions from the recommendations received.

7.2.3 To approve and sign Section 1 - Annual Governance Statement 2025/26 – AGAR 2025/2026 Form 2, page 5.

7.2.4 To approve and sign Section 2 – Accounting Statements 2025/26 – AGAR 2025/2026 Form 2, page 6.

7.2.5 To consider and approve the Explanation of Variances.

7.2.6 To consider, approve and sign the Year End Bank Reconciliation.

7.2.7 To consider and approve the Period of Exercise of Public Rights 03/06/2026 – 14/07/2026.

7.3 Internal Auditor for 2026/2027

To consider and agree the engagement of an internal auditor for 2026/2027. Any quotes received will be presented at the meeting.

7.4 Insurance

To consider and approve the insurance provider for the forthcoming year. The quotes received are as follows:

Clear Councils (current provider) - £1,555.28 – 6% increase

Zurich – currently awaiting quote

7.5 SLCC Membership Renewal

To consider and agree the continued membership of the SLCC (Society of Local Council Clerks) at a cost of £88.48 (split with another council) towards the renewal cost (total of £158.00) and give authorisation for payment of the invoice once received.

7.6 Training Budget

To consider and approve that the Clerk may undertake any training identified as beneficial to their role and to the Council, without prior approval from Full Council, provided that the cost is met within the agreed training budget.

7.7 Payroll Payments

To consider and approve the payment of the Clerk's basic monthly salary, including PAYE tax and National Insurance contributions, by standing order to streamline the payroll process. The salary will be paid in equal monthly instalments in accordance with NJC Green Book conditions. Any variations to the standard payment, including overtime, national pay awards or other adjustments, will continue to be presented to Full Council for approval as they arise.

8. REVIEW OF THE ORGANISATION AND PROCEDURES OF THE COUNCIL

8.1 The following policies have been sourced and amended and are presented to the Council for adoption: Data Protection Policy; Community Engagement Policy; Training and Development Policy.

8.2 Quotes/Updates on progress with regard to Assertion 10 will be presented at the meeting.

9. PLAY PARK

9.1 Update on progress with Civic.ly app for asset management including play equipment.

9.2 Update on costs for official land registry digital documents and agree next steps.
Title Plan - £24.99 Title Register - £32.99

10. DIGITAL INCLUSION FUNDING AND CONFERENCE

10.1 To consider the opportunity to apply for funding and participate in the Digital Inclusion for All (DI4A) programme, including the potential establishment or support of a local Digital Hub within Rudston, and to assess whether this would provide a benefit to the community.

10.2 To further consider and approve the Clerk's attendance at the East Riding Digital Inclusion Conference 2026 in order to gather information, explore partnership opportunities, and report back to Council.

11. COUNCILLORS' REPORTS – VILLAGE ISSUES

Councillors to advise of any issues raised and subsequently reported.

12. CLERK'S UPDATE AND CORRESPONDENCE RECEIVED

To advise of any updates to ongoing matters and to advise of any correspondence received and agree any actions.

- CiLCA Units 2 and 4 passed with no referrals.

EMAILS RECEIVED AND FORWARDED TO COUNCILLORS

11/03/2026 – ERYC Joint Local Access Forum Meeting details

18/03/2026 – Cllr. J. Owen re RCE planning and previous application.

07/04/2026 – ERNLLCA East Riding District Committee Meeting 08/07/2026

07/04/2026 – ERYC April Town & Parish Councillors' Bulletin

13/04/2026 – Eastern Green Link 2 Public Information Events

13/04/2026 – ERNLLCA Meeting Slides

13/04/2026 – ERYC Adoption of Supplementary Planning Document

13/04/2026 – Wold Newton PC re Egdon Resources Planning Application

13/04/2026 – ERNLLCA Planning Training

14/04/2026 – Community Vision re Digital Inclusion Funding & Conference

27/04/2026 – ERYC Public Consultation – Revised Planning Enforcement Plan 2026

05/05/2026 – ERNLLCA April Newsletter

13. DATE AND TIME OF NEXT MEETING

Wednesday 8 July 2026, 7.30pm at Rudston Village Hall