# **Rudston Parish Council**

# MINUTES OF THE ANNUAL MEETING OF RUDSTON PARISH COUNCIL HELD IN THE VILLAGE HALL ON WEDNESDAY 14 MAY 2025 AT 19:30PM

Present: Cllrs: B. Warcup (Chair), S. Rhodes (Vice Chair), P. Wood, I. Trudgett, R. Todd.

In attendance: S. Todd (Clerk), Cllr. D. Howard.

# 1. ELECTION OF CHAIR AND VIDE-CHAIR

- **1.1 RESOLVED:** Cllr. Wood proposed that Cllr. Warcup continues as Chair for the forthcoming year, Cllr. Trudgett seconded, all in favour. The Chair signed the Declaration of Acceptance.
- **1.2 RESOLVED:** Cllr. Wood proposed that Cllr. Rhodes continues as Vice-Chair for the forthcoming year, Cllr. Warcup seconded, all in favour.

#### 2. APOLOGIES

Apologies were noted from:

Cllr. D Matthews.

#### 3. DECLARATIONS OF INTEREST

No declarations of interest received.

#### 4. APPROVAL OF MINUTES

- **4.1 RESOLVED:** Cllr. Todd proposed that the minutes of the meeting held on Wednesday 12 March 2025 are signed as a true record of the meeting's decisions, seconded by Cllr. Trudgett, all in favour.
- **4.**2 **RESOLVED:** Cllr. Todd proposed that the minutes of the meeting held on Tuesday 29 April 2025 are signed as a true record of the meeting's decisions, seconded by Cllr. Trudgett, all in favour.

#### 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 via email 15/04/2025. Comments deadline 08/05/2025.

#### No comments.

**5.1.2** No further applications were received between the publishing of the agenda and the meeting.

# 5.2 Planning Decisions, Appeals and Updates:

**5.2.1** No further decisions, appeals or updates were received between the publishing of the agenda and the meeting.

#### 6. FINANCE

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

- **6.1.1 RESOLVED:** The financial statements, including payments and receipts lists, bank statements and bank reconciliation, were presented and approved.
- **6.1.2 RESOLVED:** The Asset Register was presented and approved pending enquiries into the ownership of the Sports Pavilion.

6.1.3 RESOLVED: To remove Cllr. Coates as bank signatory at Unity Trust Bank.

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

- **6.2.1 RESOLVED:** The Certificate of Exemption was presented and approved for signing by the Chair and RFO.
- **6.2.2 RESOLVED:** The Annual Internal Audit Report was presented. Policies to be adopted once NALC templates can be obtained via ERNLLCA membership.
- **6.2.3 RESOLVED:** The Annual Governance Statement was presented and approved for signing by the Chair and RFO.
- **6.2.4 RESOLVED:** The Accounting Statements were presented and approved for signing by the Chair.
- **6.2.5 RESOLVED:** The Explanation of Variances was presented and approved.
- **6.2.6 RESOLVED:** The Bank Reconciliation was presented and approved for signing by the Chair and RFO.
- **6.2.7 RESOLVED:** The Notice of Period of Exercise of Public Rights was presented and approved for commencement on Tuesday 3 June 2025 until Monday 14 July 2025.

#### 6.3 Insurance

**RESOLVED:** The insurance renewal with Clear Councils is due on 1 June 2025 and the quote received was for £1,613.75. A decision on the provider will be agreed following receipt of a quote from Zurich.

# 6.4 SLCC Membership Renewal

**RESOLVED:** The membership renewal of £34.20 was approved.

- **6.5** The payroll provider's increase of £3.00 per quarter was noted.
- 6.6 The new contact number for Rudston Parish Council is 07921 852217 and was noted.

## 7. REVIEW OF THE ORGANISATION AND PROCEDURES OF THE COUNCIL

To defer to next meeting once policies are obtained for review.

#### 8. NOTICE BOARDS

Requirements still to be clarified to allow for further quotes to be obtained and matter to be raised at next meeting.

## 9. CORRESPONDENCE RECEIVED

• Email from Northern Powergrid appointed surveyor seeking consent to prune trees to clear power lines in Corner Garden to be responded to with consent.

#### 10. EMAILS RECEIVED AND FORWARDED TO COUNCILLORS

The list of emails forwarded to Councillors was duly noted.

## 11. DATE AND TIME OF NEXT MEETING

Wednesday 9 July 2025 7.30pm at Rudston Village Hall

There being no further business to discuss, the meeting closed at 20:14pm.