

Rudston Parish Council

MINUTES OF THE ANNUAL MEETING OF RUDSTON PARISH COUNCIL HELD IN THE VILLAGE HALL ON WEDNESDAY 13 MAY 2026 AT 19:30PM

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

In attendance: S. Todd (Clerk), Cllr. J. Owen.

1. ELECTION OF CHAIR AND VICE-CHAIR

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

2. APOLOGIES

No apologies received from Parish Councillors as all were present.
Ward Councillor J. Bibb sent apologies.

3. DECLARATIONS OF INTEREST

No declarations of interest declared.

4. APPROVAL OF MINUTES

RESOLVED: All in favour that the minutes of the meeting held on Wednesday 11 March 2026 are signed as a true record of the meeting's decisions.

5. WARD COUNCILLORS' REPORTS

Cllr. Owen advised that ERYC's finances are not in good shape which could result in some services being reduced. ERYC are due to hold their AGM on 14 May 2026. Cllr. Owen along with Cllrs. Bibb and Howard attended a meeting at Foxholes with regard to the planning application submitted by Egdon Resources for gas drilling at Foxholes.

6. PLANNING

6.1 Planning Applications:

- 6.1.1** There were no planning applications received between the publishing of this agenda and the meeting.

6.2 Planning Decisions, Appeals and Updates:

- 6.2.1** There were no further planning decisions, appeals and updates received between the publishing of this agenda and the meeting.

7. FINANCE

7.1 Approval of Accounts

- 7.1.1 RESOLVED:** The financial statements, including payments and receipts lists, bank statements and bank reconciliations, were presented and approved by all present. The bank reconciliations and statements were signed by Cllr Rhodes.
- 7.1.2** Cllr. Rhodes is in the process of arranging for the transfer of funds.
- 7.1.3 RESOLVED:** All in favour to approve the asset register.

- 7.1.4 There were no changes required to bank signatories.
- 7.2 **Approval of Annual Governance and Accountability Return 2025/2026**
 - 7.2.1 **RESOLVED:** The Certificate of Exemption was approved by all and signed by the Chair and RFO.
 - 7.2.2 The Annual Internal Audit Report was noted and recommendations for earmarking funds for asset replacement are to be discussed at November's meeting.
 - 7.2.3 **RESOLVED:** The Annual Governance Statement was approved by all and signed by the Chair and Clerk.
 - 7.2.4 **RESOLVED:** The Accounting Statements were approved by all and signed by the Chair.
 - 7.2.5 **RESOLVED:** The Explanation of Variances were approved by all.
 - 7.2.6 **RESOLVED:** The Year End Bank Reconciliation was approved by all and signed by the Chair.
 - 7.2.7 **RESOLVED:** The Period of Exercise of Public Rights was approved by all.
- 7.3 **Internal Auditor for 2026/2027**
RESOLVED: All in favour to engage Elkerlodge Services Ltd as the internal auditor for 2026/2027.
- 7.4 **Insurance**
RESOLVED: All in favour to appoint Zurich Municipal as the Council's insurers on a 3-year long term agreement which provides the cover required at a more competitive price than the previous insurer's quote.
- 7.5 **SLCC Membership Renewal**
RESOLVED: All in favour to approve the continued membership of SLCC and for payment of the invoice on receipt.
- 7.6 **RESOLVED:** All in favour for the Clerk to undertake training as required without prior approval from full council providing the costs are met within the agreed training budget.
- 7.7 **RESOLVED:** All in favour for staff salaries to be paid by Standing Order to streamline the payroll process.

8. REVIEW OF THE ORGANISATION AND PROCEDURES OF THE COUNCIL

- 8.1 **RESOLVED:** All in favour to adopt the following policies: Data Protection Policy; Community Engagement Policy; Training and Development Policy.
- 8.2 **RESOLVED:** Cllr. Ackroyd proposed, Cllr. Todd seconded, all in favour to opt for CMB Computers to provide IT services required by the Council to meet Assertion 10 including the following: provision of MS365 Business Standard and set up of council email address; email addresses and MS365 Business Basic for each user; Endpoint security; Remote support; total cost approximately £50 per month; plus a one-off set up fee of £40.00.

9. PLAY PARK

- 9.1 Noted - the Civic.ly app has now been purchased and the assets will be added in due course.
- 9.2 **RESOLVED:** Cllr. Rhodes proposed, all in favour to purchase the professional Title Plan of the play park to clarify ownership and retain as documented evidence.

10. DIGITAL INCLUSION FUNDING AND CONFERENCE

10.1 RESOLVED: An application for funding is not to be submitted at the present time but will be considered in the future once further information has been obtained.

10.2 RESOLVED: All in favour for the Clerk to attend the conference to obtain further information and report back to council at the next meeting.

11. COUNCILLORS' REPORTS – VILLAGE ISSUES

- Cllr. Todd advised that potholes that he had reported have now been repaired. Cllr. Todd requested assistance to install the new noticeboards.
- Cllr. Wood advised he has accompanied Cllr. Jonathan Bibb on a walk around the village to highlight issues which Cllr. Bibb subsequently reported to ERYC. Cllr. Wood advised that some of the play park equipment requires attention.
- Cllr. Trudgett advised that the path between the war memorial and Thorpe Hall was overgrown and requires attention, and this has been reported to ERYC.
- Cllr. Ackroyd requested an item for the next agenda to discuss having a group photo.
- Cllr. Warcup advised that the village hall were seeking permission from ERYC to plant trees, and that a bin is required outside the fence at Corner Garden.

12. CLERK'S UPDATE AND CORRESPONDENCE RECEIVED

- Units 2 and 4 of CiLCA have now been passed by the Clerk with no referrals.

EMAILS RECEIVED AND FORWARDED TO COUNCILLORS

The correspondence received and list of emails forwarded to Councillors was duly noted.

13. DATE AND TIME OF NEXT MEETING

Wednesday 8 July 2026 7.30pm at Rudston Village Hall.

The date and time of the next meeting was noted by all present.

There being no further business to discuss, the meeting closed at 21:02pm.