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# Rudston Parish Council

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Chair: Mr Bernard Warcup

Tel. No. 07840 800614  
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 8 May 2024 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

Parish Clerk: Su Todd  
29 April 2024

## **AGENDA**

Wednesday 8 May 2024, 7.30pm, Rudston Village Hall

### **1. Election of Chair and Vice-Chair, Co-option of Councillors**

- 1.1 To elect a Chair for 2024-2025 and receive the Chair's Declaration of Acceptance of Office.
- 1.2 To elect a Vice-Chair for 2024-2025.
- 1.3 Council to receive any applicants for co-option to the Council and to co-opt new members as agreed.

### **2. Acceptance of apologies for absence**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

### **3. Declarations of interest, members to declare any interest they may have in agenda items (Disclosable Pecuniary Interests)**

### **4. To receive and sign the minutes of the Full Council meeting held on the 6 March 2024 (distributed via email 17 April 2024)**

## 5. **PLANNING**

### 5.1 **Planning Applications:**

- 5.1.1 **24/00874/PLF** – Installation of ground mounted solar panels at Springdale Farm, High Street, Rudston, for W D Sellers And Son.  
Circulated 16/04/2024. Comments deadline 23 April 2024.
- 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 **23/02317/PLF** – Erection of 3 wooden sheds to be used as a Village Store (retrospective) at 4 Kilham Lane, Rudston, for Miss Diane Morgan.  
Circulated 16/04/2024.  
***Approved with conditions.***
- 5.2.2 **23/00072/REFUSE** – Erection of detached garage/self-contained annex building at The Old Stables, Long Street, Rudston, for Mr J Waldie.  
Circulated 16/04/2024.  
***The Planning Inspectorate have decided to allow the appeal.***
- 5.2.3 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 accounts for March 2024 to May 2024 (circulated with Agenda).
- 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 2023/2024**

- 6.2.1 To consider and sign the Certificate of Exemption – AGAR 2023/24 Form 2, page 3.
- 6.2.2 To receive and consider any actions of the Annual Internal Audit Report 2023/24, page 4.
- 6.2.3 To approve and sign Section 1 – Annual Governance Statement 2023/24, page 5
- 6.2.4 To approve and sign Section 2 – Accounting Statements 2023/24, page 6.
- 6.2.5 To consider and approve the Analysis of Variances.
- 6.2.6 To consider and approve 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 2024. The renewal quote is £1,340.69, an increase of £277.11 which is 26%. 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**

The Clerk's Membership of the SLCC (Society of Local Council Clerks) is due on the 01/06/2023. Council is asked to confirm if they will contribute £32.70 (split with other councils) towards the renewal cost (total is £188) and give authorisation for the Clerk to pay the invoice when due.

### 6.5 **VAT Declaration**

To discuss and agree to submit a VAT Reclaim before the end of the year to ensure all invoices can be included in the reclaim with regard to the 4 year deadline.

### 6.6 **ERYC D-DAY 80 COMMUNITY FUND**

To consider the D-Day 80 Community Fund from ERYC available up to £500.

## **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. King's Portrait**

A free copy of the King's portrait has been received. To consider and agree where to place or consider donating to a local community venue.

## **9. Correspondence Received**

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

**7.1 Potholes** – Email received from resident requesting further action regarding potholes in the village.

**7.2 ERYC Village Walkabout** – Scheduled for 24 July 2024, to meet at Bosville Arms at 9:45am.

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

16/04/2024 – ERYC 23/02317/PLF Planning Decision

16/04/2024 – ERYC 24/00874/PLF Planning Application

16/04/2024 – ERYC 23/00072/REFUSE Notice of Appeal

29/04/2024 – ERYC ASB Report

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

Wednesday 10 July 2024 7.30pm