

# IRBY UPON HUMBER PARISH COUNCIL

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Dear Councillors,

8<sup>th</sup> September 2023

You are summonsed to attend the **Ordinary Meeting of Irby Upon Humber Parish Council** to be held on **Thursday 14<sup>th</sup> September 2023, Commencing 19.30** at **St Andrews Church Hall, School Lane, Irby**

The business of the meeting is detailed below, please contact the acting Clerk prior to the meeting to offer your apologies if you are unable to attend.

The meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the council meeting commencing.

## Public Participation

The time will be restricted to 15 minutes maximum unless the council decides otherwise. Items relating to matters on the agenda will be taken first and members of the public should note that decisions not on the agenda are unable to be resolved by the council.

Yours Faithfully

John Dee

## AGENDA

- 2309/1     **Appointment of Locum Clerk**  
To consider appointing Vicky Haines as the Locum Clerk / RFO for Irby Parish Council and agree the required terms
- 2309/2     **Apologies**  
To note any apologies of absence
- 2309/3     **Declarations of interests / dispensations**  
a. Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register.  
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS  
b. For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution.
- 2309/4     **Minute approval**  
To receive and approve as a true and correct record the minutes from the ordinary meeting of the council that took place 24<sup>th</sup> August 2023
- 2309/5     **Member Co-option**  
To consider coopting Dorothy Fuller as a member of Irby Upon Humber Parish Council

- 2309/6 **Remaining completed required documentation**  
To approve the delivery of acceptance of office and register of interest forms from Mick Moody
- 2309/7 **Bank Account**  
To update the council of the situation relating to the bank account and agree to the added signatories and removed signatures as required for the TSB 'Board Resolution'
- 2309/8 **Councils Laptop**  
To consider purchasing a laptop for council business
- 2309/9 **Website**  
To discuss the current website host and agree to pay the following outstanding invoices  
Invoice 395 – Website design - £576 including VAT  
Invoice 24812304 – Website hosting - £198 including VAT
- 2309/10 **Insurance**  
To consider Insurance requirements
- 2309/11 **Internal Auditor**  
To consider appointing Brian Brooks as the internal auditor for the 2023/2024 financial year
- 2309/12 **Funds**  
To consider requesting historical precept funds to be transferred to Irby Parish Council currently being held by North East Lincolnshire Council
- 2309/13 **Pond Maintenance**  
To consider a date for the pond maintenance to take place
- 2309/14 **Telephone Box**  
To discuss the telephone box maintenance requirements.
- 2309/15 **General correspondence**  
To receive any correspondence
- 2309/16 **Agenda for next and future meetings**  
To take note of any items for the next or future agenda.
- 2309/17 **Date of next meeting**  
To confirm the date, time and location of the next meeting(s) as (subject to any change in circumstances):

TBC