



**INGLEBY ARNCLIFFE PARISH COUNCIL**  
**NOTICE OF A PARISH COUNCIL MEETING**

Dear Councillor,

You are summoned to attend a Parish Council meeting of Ingleby Arncliffe Parish Council, to take place at the Village Hall, on **Thursday, 26<sup>th</sup> of June 2025 at 8:10pm**.

Any apologies should be submitted in writing to the Meeting.

Parish residents and press representatives are welcome to attend.

The meeting will be audio recorded.

In the absence of a Parish Clerk, existing Parish Councillors will prepare draft minutes for the meeting.

**AGENDA**

1. To note the appointment of County Councillor David Hugill on 6<sup>th</sup> of June which restored the quorum of the Parish Council.
2. To elect a chairman for the meeting.
3. To receive apologies for absence. (Note: Any absences will result in a postponement of the meeting).
4. To receive any declarations of interest of councillors in the business specified in this agenda.
5. North Yorkshire Council's Election Services have written to confirm that the Parish Council's casual vacancies can be filled by means of co-option. The co-option vacancies having been advertised. If you would like to be considered for this role, which is voluntary, please email us at:- [clerk@inglebyarncliffe-pc.gov.uk](mailto:clerk@inglebyarncliffe-pc.gov.uk)
  - 5.1 To receive and consider applications for the office of Parish Councillor and to co-opt candidates to fill the vacancies.

Note only two vacancies can be filled at this meeting. Interested candidates need not be present at the meeting. If a vote is necessary, any candidates attending will be asked to leave the meeting for voting to take place. Voting will be by a show of hands. The Chairman will have a casting vote.

5.2 Any successful candidates present at the meeting will be asked to sign a Declaration of Acceptance of Office and complete a Register of Interests form. A co-opted Councillor can join the Parish Council at the meeting.

5.3 To arrange for the new Councillors to be trained by YLAC.

6. To approve the minutes of the Parish Council held on the 25<sup>th</sup> of March and the two Extraordinary Parish Council meetings held on the 5<sup>th</sup> and 19<sup>th</sup> March 2025
7. Opportunity for Public Participation



8. Beyond Affordable Housing Development Update
9. Finance
  - 9.1 Bank Reconciliation
  - 9.2 To approve the appointment of a temporary Responsible Financial Officer.
  - 9.3 To submit the Exemption Certificate in respect of the Parish Council's accounts for year ended 31<sup>st</sup> March 2025.
  - 9.4 To receive the Internal Audit report for the year ended 31<sup>st</sup> March 2025.
  - 9.5 To approve payments already made:
    - 9.5.1 Playground Inspection £204, Defib. Sticker £22.74p, Clerk Net Pay £384.60p, Paye £105.54p, ICO Fee £47 and Annual Insurance £648.54p
  - 9.6 To approve payments to be made:
    - 9.6.1 YLCA Training Fees £20, Former Clerk Expenses £25.37p, Village Hall £420 (Years 24/25, 23/24 and £20 for this meeting), Councillor's Expenses for the Mail Chimp £79.24p
  - 9.7 To agree to update the Bank Mandate, following the changes to the Parish Council's members, and its Clerk.
10. The date of the next Parish Council meeting to be arranged to include the Annual Meeting of the Council.

In the absence of a Parish Clerk, notice Issued by Ingleby Arncliffe Parish Council

Signed (Parish Councillor C. Walley)

Date