

OWSTON FERRY PARISH COUNCIL

Clerk Clare Boyall
Tel: 07876194049 email: owstonferrypc@yahoo.co.uk

22 May 2025

Dear Councillor

You are hereby summoned to the Annual Meeting of the Owston Ferry Parish Council which will be held in the Parish Room at Coronation Hall, Owston Ferry on **Thursday 29 May 2025 at 7.00 pm.**

Signed

C Boyall

Clerk to the Council

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms, but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded. The Council meeting is recorded, and the recording is saved until the previous meeting's minutes are resolved.

No	Item	Proposer
01/05/25	Public Participation Session Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session (which will be conducted at 7 pm before the Council meeting). The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking.	
02/05/25	Election of Chairman of the Owston Ferry Parish Council	
03/05/25	To sign and receive the Chairman's Acceptance of Office form	
04/05/24	Election of Vice Chairman of the Owston Ferry Parish Council	
05/05/25	Apologies To receive apologies and reasons for absence.	
06/05/25	Declaration of Interest Review To receive any changes to Councillors' Declaration of Interests.	
07/05/25	Declarations of Interest To record any Declaration of Interest made by members in respect of items on this agenda (Members should identify the agenda item and type of interest being declared.)	
08/05/25	Granting of Dispensations (Code of Conduct, 2012)	
09/05/25	Draft Minutes of the Full Council meeting held on 24 April 2025 To resolve the Draft Minutes of the Full Council Meeting held on 24 April 2025 (copies of which have been previously circulated).	
10/05/25	Clerk's Report To receive the Clerks Report (Matters in progress-for information only)	

11/05/25	Financial Report To receive the Financial Report and Accounts for Payment (Local government Act 1972 s151 & Accounts and Audit Regulations 2003 as amended 2006). See Appendix 1.	
12/05/25	Election of Owston Ferry Parish Council's Snow Warden	
13/05/25	Playground Safety Inspectors To review the playground safety inspectors and consider whether an additional inspector is required.	
14/05/25	Election of Personnel Committee	
15/05/25	To Review and Approve the Personnel Committee Terms of Reference	
16/05/25	To Receive and Approve the new Standing Orders	
17/05/25	To Receive and Approve the updated Financial Regulations	
18/05/25	To Review and Approve the Asset Register and Annual Inspection of Assets	
19/05/25	Risk Management Policy To review the Risk management policy.	
20/05/25	Scheme of Delegation To review the Scheme of Delegation.	
21/05/25	Financial Reserves Policy To review the Financial Reserves policy.	
22/05/25	Complaints Policy To review the Complaints policy.	
23/05/24	IT and Cybersecurity Policy To receive and approve the IT and Cybersecurity policy.	
24/05/24	Dignity at Work inc Sexual Harassment Policy To review the Dignity at Work Policy inc Sexual Harassment policy.	
25/05/24	Data Protection Policy To review the data Protection policy.	
26/05/24	Subject Access Request Policy To review the Subject Access Request policy	
27/05/24	Publication Scheme To review the Publication Scheme.	
28/05/24	Health and Safety Policy To review the Health and Safety policy.	
29/05/24	Personnel Policies To review the Personnel policies. Grievance Policy Capability policy and Procedure Flexible Working Policy Disciplinary Policy and Procedure	 Whistleblowing Policy Maternity Policy

30/05/24	Policies and Procedures To review and approve the following policies and procedures: <div> <div>Recording of Meetings</div> <div>Records Retention Policy</div> <div>Safeguarding Vulnerable Adults Policy</div> <div>Biodiversity Policy and Action Plan</div> <div>Grant Policy and Guidance</div> </div> <div> <div>Co-option Procedure</div> <div>Safeguarding Children Policy</div> <div>Training and Development Policy</div> <div>Recruitment and Selection Policy</div> </div>	
31/05/24	Civility and Respect Pledge To re-affirm the commitment to the Civility and respect Pledge.	
32/05/24	Bank Signatories To review the bank signatories.	
33/05/24	Schedule of Meetings 2025 2026 To resolve the schedule of meetings for 2025 2026.	
34/05/24	Insurance Provision To review the insurance provision for the Parish Council and to note the new valuation of the Sports Cup.	
35/05/24	Memberships To review the membership of the ICCM and SLCC.	
36/05/24	Annual Internal Auditor's Report 2024 2025 To receive the Internal Auditor's Report (information previously circulated).	
37/05/24	Section 1 Annual Governance Statement 2024 2025 To consider and resolve the Annual Governance Statement 2023 2024 (information previously circulated).	
38/05/24	Section 2 Annual Accounting Statement 2024 2025 To receive and resolve the Annual Accounting Statement 2023 2024 (information previously circulated).	
39/05/24	Planning Appeal PA/2024/447 To note a planning appeal has been submitted and resolve whether to submit a comment.	
40/05/24	Playground inspection To receive and note the playground inspection report.	
40.1		
40.2	To consider using a simplified inspection check sheet.	
41/05/24	Best Kept Village To resolve the care and planting of the planters in the parish and to receive information regarding the requested decoration of the telephone box in the Market Place.	
42/05/24	Training Feedback To receive feedback from the recent training event.	
43/05/25	VE Day Review To review the VE day events.	
44/05/25	The Fleethole To consider the term of the lease for the Fleethole.	

45/05/25	VJ Day To consider information received regarding a possible event in Epworth.	
46/05/25	Grant Application Section 137 Local Government Act 1972 To receive a grant application from the Bowls Club.	
47/05/25	Correspondence Crowle Town Council – Mayoral positions N Lincs Council – Forthcoming meetings NHS Humber and North Yorkshire Integrated Care Board – Goole and District Hospital Humber Forest – Grants ERNLLCA – Training	
48/05/25	Ward Councillor Report To receive a report from the Ward Councillor	
49/05/25	Chairman's Items	
50/05/25	Date and Time of next meeting Thursday 26 June 2023 at 7:00 pm in the Parish Room in Coronation Hall. <i>Vote to exclude the press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.</i>	
51/05/25	Staff Hours To receive a recommendation from the Personnel Committee following a review of the Clerk's hours.	

Appendix 1

102470	C Boyall	May Salary			Confidential
102471	C Boyall	Mileage	27.90	0	27.90
02471	C Boyall	Postage	11.47	2.29	13.76
102471	C Boyall	Home Office Allowance Jun-Aug	78.00	0	78.00
102471	C Boyall	Community Award Trophy	22.48		22.48
102472	Cancelled				
102473	HMRC	PAYE			Confidential
102474	Mr Ruff	Litter Picker	600.00	0	600.00
102475	B Keighery	Cut 6 for Owston Ferry Rec and Cut 6 Gunthorpe	375.00	75.00	450.00
102475	B Keighery	Cut 7 for Owston Ferry Rec and Cut 7 Gunthorpe	375.00	75.00	450.00
102476	P Hinds	Grass Cutting at Cemetery and Closed Churchyard on 16.4.25	245.00	0	245.00
102477	Graham Walker Fieldside Fabrications	Gunthorpe Play Area Refurbishment of gates	1000.00	0	1000.00
102478	Lianne Shore	Tickets Tea Dance VE Day	68.58	0	68.58