

**RISTON PARISH COUNCIL**  
**YOU ARE INVITED TO ATTEND THE PARISH COUNCIL MEETING**  
**TO BE HELD ON WEDNESDAY 5th NOVEMBER 2025 AT 7:30 PM, IN THE VILLAGE HALL**

*This is an open meeting. Members of the press and public are welcome to attend.*

*Please note: the meeting may be recorded and/or filmed.*

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**AGENDA**

**1. Welcome**

**2. Apologies**

(To receive apologies for absence from Members of the Council. A reason for absence must be given, and Members are required to consider any necessary approval.)

**3. To agree to open the meeting to Ward Councillors and members of the public**

(Time is Limited to 10 Minute period where the public has an opportunity to raise matters of interest)

**4. Declaration of Pecuniary or Non-Pecuniary Interest**

(To Record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the item and type of interest being declared.)

**5. Minutes of Previous Meeting**

(To approve and sign the minutes of the Meeting held on) **3<sup>RD</sup> September + 10<sup>th</sup> October (Personnel Committee), 22<sup>nd</sup> October**

**6. Correspondence and items for information and action**

- a. ERNLLCA Newsletters
- b. Resident Concerns – Vehicles and Parking
- c. Skirlaugh Newsletter
- d. Atwick Community Fund

**7. Working Parties Reports** (To receive updates from members and note points detailed below)

- a. **Events**
  - Scarecrow
  - Christmas
- b. **Street Scene**
  - Cycle Path
- c. **Volunteer Group**
  - Gallops
  - Bulb Planting
  - Bus shelter
  - Dew Pond

**8. Finance and Accounts**

- a. **Account Balance**
  - Virgin Money account balance as of 26.10.2025 £18,308.77

**b. Payments made since last meeting (for noting only)**

These payments have been made under existing financial authorisations

Ref	Payee	Description	Amount
1	Microsoft	Aug/Sept/Oct Email service	£192.78
2	Scribe	Aug/Sept/Oct Accounting software	£93.60
5	Schedule 2	PAYE Sept	£856.51
9	E.On Next	VH – Electric Sept / Oct	£97.55
10	ERYC	VH – Rates Inst 2	£50.00

**Total Paid: £1,290.44**

c. **Payments Requiring Approval**

To approve the following outstanding payments:

Ref	Payee	Description	Amount
1	Giffgaff	Parish Mobile top-up	£20.00

**Total to Approve: £20.00**

**9. Other Financial Matters**

- a. To review position of 2025/2026 budget
- b. To review suggested budget for 2026/2027
- c. To review received grant application
- d. Approve arrangements and costs for annual Fire alarm check
- e. Review and discuss options for savings account

**10. To review and adopt the following Policies / Governance**

- a. To review grant / Donation application, Policies and award procedures
- b. Clerk Risk Assessment
- c. Data Map
- d. Data Protection Policy
- e. It Policy
- f. VH Annual Risk Assessment

**11.** To receive update and agree Emergency Plan

**12.** Additional matters for consideration since publishing the agenda

**13.** To resolve to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business to be transacted

- a. Personnel committee - staffing matters.

**Date of Next Meeting: Wednesday 7<sup>th</sup> January 2026**

**Signed:** SRounding

**Clerk to the Parish**

**Date. 26.10.2025**