

Draft Minutes of Ingoldisthorpe Parish Council Extraordinary Meeting held in the Church Hall on Wednesday 22nd July 2026 at 7pm



Present: Parish Cllrs Wilson (Chairman), Beynon, Johnson, Newland, Outibridge, Redwood, Wallace and Kelly.

1. APOLOGIES FOR ABSENCE.

Parish Cllr Heffer.

2. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED – Nil relevant for this meeting.

3. ALLOW PUBLIC PARTICIPATION – there were no members of the public present.

4. STATEMENT FROM THE CHAIR.

Prior to discussing the agenda, Cllr Wilson (chair) spoke about his very long service as chair and the many clerks that had worked with him. They were required to be trustworthy and work independently. They had all been excellent. However, a special mention was needed for the outgoing clerk Simon Lee. He has been excellent and did a lot of the heavy work for the Parish Council which enabled Cllr Wilson to continue as chair. Simon Lee will be missed and very hard to replace.

Cllr Wilson went on to outline the role of the Parish Council and, set expectations as to its power. He explained that the Parish Council is there to run and sort out the mundane day to day issues that arise in the village. These include such things as: Dog litter bins, potholes, hedges and verges, the common, recreation ground and play ground. The Parish Council also oversees and manages the allotments. It has responsibility for the Social Club. Since the club came under new management some 15 years ago it has gone from strength to strength. Thanks must go to Mick Plaice and Graham Piggott. It is now under the care of Ed Kelly. He has continued its development and done a fantastic job. The club has become a valuable village asset and the council can take a hands-off approach.

Cllr Wilson went on to explain that the Parish Council has absolutely no power when it comes to planning issues. The Parish Council is not expert in planning laws and does not make any decisions. It is purely a body that is consulted, along with many others, for a view.

Finally, Cllr Wilson reminded everyone that the clerk runs the finances. Simon Lee had done extremely well with the precept. The Parish Council does not ask for a large precept and is always mindful that this is public money.

5. AGENDA

a) APPOINTMENT OF NEW CLERK AND RESPONSIBLE FINANCE OFFICER

Cllr Wilson proposed that Cllrs Redwood and Outibridge would lead on finding a new Clerk and responsible finance officer. Seconded by Cllr Newland. This was unanimously agreed.

b) AGREE ARRANGEMENTS FOR MANAGING SERVICES UNTIL A NEW CLERK IS APPOINTED.

Simon Lee had previously offered to continue working in the background and give support. He would not attend meetings. He would continue to be paid for his service until such time that he is replaced. Proposed by Cllr Redwood. Seconded by Cllr Wilson. This was unanimously agreed.

c) PROCEDURE FOR DEALING WITH CASUAL VACANCIES

Cllr Redwood went through the policy that had been circulated to the councillors prior to the meeting. This was to remind them of the official procedure for recruiting further councillors. At this point Cllr

Johnson confirmed her resignation from the Parish Council. She was thanked for her service. It was decided not to replace her until a new clerk was in place.

d) APPROVAL OF FORMAL GRIEVANCE POLICY

A draft policy had been circulated prior to the meeting. Discussion took place. It was decided in principle that a policy should be adopted. However, there were practical and wording issues with the document that required further discussion. This topic will be brought back to subsequent meetings before final approval.

e) CODE OF CONDUCT FOR PARISH COUNCILLORS

This document was circulated prior to the meeting and was for information only.

f) AUTHORISE PAYMENTS

MP Dennis and Sons for second grass cut £96.00 inc VAT

Proposed by Cllr Redwood. Seconded by Cllr Wilson. Agreed.

THE MEETING CLOSED AT 19.40

**THE NEXT MEETING OF THE PARISH COUNCIL IS ON WEDNESDAY 2 SEPTEMBER 2026,
7.00PM AT THE CHURCH HALL**

Minutes by Cllr Redwood