

# WILBERFOSS PARISH COUNCIL

Clerk: Sarah Wills 2 Paddock Close Wilberfoss YORK YO41 5LX

Mobile/WhatsApp +44 7762 549292

[clerk@wilberfoss-pc.gov.uk](mailto:clerk@wilberfoss-pc.gov.uk)

[www.wilberfoss-pc.gov.uk](http://www.wilberfoss-pc.gov.uk)

To all members of the Council

You are hereby summonsed to attend a meeting of the Wilberfoss Parish Council to be held at Wilberfoss Community Centre at **7.30 pm on Thursday, 15<sup>th</sup> January 2026**. Please arrive promptly.

Sarah Wills  
Clerk to the Council

**PUBLIC QUESTION TIME:** Up to 15 minutes will be allocated before the start of the meeting to invite residents to give their views and questions to the Parish Council on issues on this Agenda and, at the discretion of the Chairman, raise issues for future consideration. Members of the public may not take part in the Parish Council meeting itself unless invited to by the Chairman.

## AGENDA

1.		To accept apologies on behalf of absent members. To acknowledge the resignation of Cllr Gemma Gibbs and to consider any applications for the current vacancy.
2.		To record declarations of <a href="#">pecuniary and non-pecuniary interest</a> by any member of the council in respect of the agenda items listed below. ( <i>Members declaring interests should identify the agenda item and type of interest being declared</i> ). In addition, to note dispensations given to any member of the Council in respect of the agenda items listed below.
3.		To confirm the Minutes of the Wilberfoss Parish Council meeting held on the 18 <sup>th</sup> December 2025.
4.		<b>Planning Matters</b>
4.1		No applications at the time of setting the Agenda.
5.		<b>Ward Councillors' Reports for information:</b> Items raised for discussion will appear on the Agenda for the next meeting
6.		<b>Urgent Decisions</b> To receive notification of any urgent decisions taken since the last meeting,
7.		<b>Progress Reports and to address any issues outstanding from previous meetings</b>
7.1		To receive any updates regarding the work of the Community Payback Team
7.2		To receive any update regarding the provision of a bus shelter under the Transportation Services Bus Shelter Replacement Programme.
8.		<b>Environment &amp; Community matters</b> (to include Highways and Footways, Health, Education, Transport, Policing, Street Lighting and Community Groups)
8.1		To receive any update from the Youth Project committee.
9.		<b>Councillors' Reports and items for future Agendas</b> – <i>Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making</i>

10		<b>Administration Matters</b>
	10.1	To consider the provision of an Acceptance Use of IT Policy and an Expenses Policy.
11		<b>Finance</b> <i>(In accordance with The Local Government (Access to Information) (Variation) Order 2006, Part 4(19) members of the public will be asked to leave the meeting before details of employees' salaries are revealed but will be permitted to stay for all other payment details. Copies of the Parish Council Minutes are displayed on the two Parish Council village notice boards on Main Street and Willow Park Road or at <a href="http://www.wilberfoss-pc.gov.uk">www.wilberfoss-pc.gov.uk</a>.)</i>
	11.1	The Clerk/RFO to seek Parish Council approval for the payment of any bills owing and to seek authority for the payment of the Clerk's salaries, together with the reimbursement of administration expenses incurred by the Clerk (if any).

Clerk/RFO