

Fountains Abbey Parish Council

Clerk: David Taylor
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Notice of Extra Ordinary Meeting and Summons to Councillors

Notice is hereby given that a meeting of Fountains Abbey will be held on Tuesday 21st July 2026
7.00pm at Studley Roger Village Hall

Members of the Council are hereby summoned to attend for the purpose of transacting the following business. Members of the public and press are welcome to attend for the open part of the meeting.



Signed: Chairman

Date: 15th July 2026

Contact: Cllr S Byfield 07904439770 steve@byfield.cc

Website: www.fountainsabbey-pc.gov.uk

Agenda

1. Apologies for Absence
2. To receive and record apologies and approve reasons for absence.
3. Declarations of Interest and Requests for Dispensations
4. To receive declarations of pecuniary and non-pecuniary interests for items on the agenda and consider any written requests for dispensations.
5. To consider moving to a closed meeting that, in view of the confidential nature of the business to be transacted regarding staffing, the press and public be excluded under the Public Bodies (Admissions to Meetings) Act 1960, section 1(2), for the duration of the meeting.
6. To consider the following business continuity matters and to agree appropriate action:
 - a. To nominate and authorise named councillors to have access to the records held at the council's accountant Bank Account Access
 - b. To nominate and authorised named councillors to have access to council held bank accounts and to agree signatory requirements.

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- c. Data control and release of government email addresses and passwords.
 - d. To consider and approve persons nominated to access the Clerk email account.
 - e. To receive details of Debtors and Creditors and agree appropriate action
7. To consider the purchase of a Council Laptop and the transfer of all council files onto council owned equipment.
8. To consider the upgrade with Hugo Fox to Silver pack to allow cloud storage of council files.
9. To consider transfer of all councillors' files held on home computers to the Cloud.
10. To consider deletion of all council files from non-council owned equipment following transfer.
11. To consider the appointment of a locum clerk and the scope of work to be undertaken.
12. To consider the internal auditor's report and agree appropriate action.
13. Meeting closed
14. Date of Next Meeting