BIGGIN PARISH COUNCIL

Biggin, Sherburn in Elmet, North Yorkshire, LS25 6HJ

c/o Clerk to Biggin PC

Georgina Ashton

Granstable House,

Biggin Lane, Little Fenton

Sherburn in Elmet, LS25 6HQ

07795071741

[georginaashton@outlook.com](mailto:georginaashton@outlook.com)

clerk@clannet.co.uk

**Wednesday 18th July 2018**

MINUTES OF MEETING

The meeting opened at 6.45pm

1. Apologies for absence

Cllr Lamb

1. Open Forum for members of the public (limited to 15 minutes)

None present

1. Declarations of Interest

None declared

1. Minutes of the last meeting held on 25 May 2018

Minutes of the last meeting were proposed by Cllr Anderson and seconded by Cllr Hartley.

1. Makin Enterprises, planned national event at Leeds East Airport

A contact from Makin Enterprises, Scott Royal, has contacted the Clerk with regard to a planned large event taking place at Leeds East Airport on Saturday 22nd September (10am-11pm). The planned event is a “Mint Festival” with thousands of festival goers planned to attend the event, Makin Enterprises are planning to communicate their organisation of the event with local parish councils and to discuss any problems/issues that Councillors may envisage. The Clerk made the representative aware that the PC would like to see their Traffic Management Plan for the event so that there is not a reoccurrence of the major disruption caused as 2 years ago when an Air Show took place on the site.

3 representatives from Mint Festival, Resolve (representative from Makin Enterprises), licensing Solicitor attended the meeting. Proposal is 10m-11pm, holding area till 12.30am, Saturday 22nd September. Director of Mint Festival, Shane couldn’t attend the meeting. Security Director, Mark Grant. SEP Traffic, will be in attendance. Met the Council Safety Advisory Group at SDC recently. Visiting local PCs, Ulleskelf, Biggin, Church Fenton. Liaising with NY Highways depart and SEP Traffic are dealing with the traffic management plan. Don’t have the finalised management plan as yet. There will be 3 access / EGRESS points around the site. Limited vehicular access through Biggin. Suspected 15,000 attendees. There is a possibility that shuttle buses may well come through Biggin, this is not confirmed or signed off. Music levels and noise levels from 10am to 11pm, noise reduction from 11pm-12.30pm. There will be a hotline number to contact 24-7 during the day if residents wish to make a complaint about noise levels during the event. The Clerk offered to do a mail drop to both Little Fenton and Biggin with regard to an information leaflet and emergency contact numbers etc.

Scott Royal, representative from Resolve will provide an accurate traffic management plan (with EGRES points) and collated leaflet information nearer the time.

1. Planning
2. Gower Chemicals Plc – 2018/0710/HAZ
3. Leeds East Airport – 2018/0673/OUTM
4. Former Airfield, Lennerton Lane – 2018/0764/REMM

The Councillors had no comments / observations on any of the planning applications above. Biggin Parish Council would like it noted that they are in full support of the planned proposals for the development of an employment park at Leeds East Airport.

1. Community Safety

No issues reported.

1. Finance

The Clerk / RFO reported that the balance at the bank is £3,896.13 on 14 June 2018. Three invoices have been received from Avis Thomas, Internal Auditor - £57.00 and Mick Potts, Gardener - £144.00 for 3x grass cuts and tidying of the Permissive path and CF Village Hall hire for the defibrillator training, £12.

The IA met with the Clerk on 6 June 2018, her report included “I have no matters of significant or minor concern that need to be drawn to the Council’s attention at this time. All the necessary procedures and systems are in place and over time will become well embedded in the Council’s practise. The accounts are clear, easy to understand and give a true accurate picture of the Council’s finances”. 2 queries were raised by the IA; 1) VAT Reclaim – this needs to be done for this year and last (in respect of the laptop, scanner and defibrillator purchases). 2. Information Commissioners Registration – this needs to be set up for 2018/9.

1. Community Defibrillator Training

The Defib training took place on Wednesday 4th July 2018 at Church Fenton Village Hall. The training was delivered free of charge by Stephen Smith, a representative from the CHBT. There were 22 residents in attendance including Cllr Hartley. The feeling was that this was a good turn out from a village with only 100 adults on the electoral roll. Those residents in attendance were asked if they would be interested in completing a full accredited First Aid qualification. This was met with a unanimous yes vote and the Clerk discussed with the trainer, the feasibility of running a one day (Saturday) training course for the EFAW “Emergency First Aid at Work” qualification. This would be at a cost of £390. If we managed to get 20 people enrolled on this, it would effectively work out at £20pp with the PC subsidising the hire of the hall. Proposed dates include, Saturday 6th, 13th or 20th October 2018. Approval of the PC to go ahead and organise required. Cllr Anderson proposed that this should go ahead on Saturday 29th September and Cllr Hartley seconded this.

1. Asset of Community Value – The Blacksmiths Arms, Biggin

The Councillors agreed at a previous meeting that they would like to submit an application to SDC for The Blacksmiths Arms to be retained as an Asset of Community Value. This involves completing and submitting a Community Right to Bid – nomination form which the Clerk has now done. A Boundary plan is now required in and if possible a Land Registry document to submit the documents to Selby District Council. Cllr Hartley to prepare boundary map and Clerk to get a copy of the Standing Orders for the application.

1. Attendance at meetings

The Clerk wishes to raise concerns about intermittent attendance of Councillors at meetings. If a Councillor does not attend a meeting for a period of 6 months, they are immediately removed from the Council. In addition, the Councillors in attendance at the meeting have to approve the absent Councillors’ reason for being absent from the meeting. The only valid reason for non-attendance is if one is called to “represent their country” and is therefore called up by the Armed Forces. It is important when being elected to the Council, that Councillors understand that they are summoned to a meeting by the Clerk. The forthcoming meetings which are already calendared include Wednesday 17th October 2018, Wednesday 16th January 2019, Wednesday 17th April 2019 and Wednesday 15th May 2019 (Annual Open and Parish Meeting). All meetings take place at 6.30pm at the Garage, Oxmoor House, Oxmoor Lane, Biggin.

1. Correspondence

Annual Review from the YLCA has been received.

1. AOB
2. The village pub, Blacksmiths Arms appears closer to opening. However, no date has been publicised as yet.
3. A resident has complained about the graffiti on the side of the bridge at Biggin Crossroads.
4. Community Defibrillator – suggestions made by the Clerk to bid for a 2nd community defibrillator, however, issues over the siting of it due to it needing a power supply.
5. Date of next meeting

The next meeting will be held on Wednesday 18 October 2018 at Garage, Oxmoor House, Oxmoor Lane, Biggin at 6.30pm