

BIGGIN PARISH COUNCIL

BIGGIN, SHERBURN IN ELMET, NORTH YORKSHIRE, LS25 6HJ

Minutes of the Ordinary Parish Council meeting of the Biggin Parish Council held at The Blacksmiths Arms, Oxmoor Lane, Biggin, on Wednesday 13th July 2022 at 6.30pm.

The meeting opened at 6.34pm

Present: Cllr N Kaiper-Holmes (Chairman), Cllr C Hartley (Vice-Chairman), Cllr JC Lamb, Cllr M Maltas, Georgina Ashton, Clerk to the Council & 1 member of the public.

- (1) To receive Apologies for absence
Apologies received in the advance of the meeting from Cllr R Anderson.
Resolution: To accept and approve absence from Cllr Anderson. Unanimous.
- (2) To receive any Declarations of Interest from Members
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Biggin Parish Council for Members and by the Localism Act 2011.
None.
- (3) Public Participation Period
Resident 1 – came to provide information with regard to L&G profits and infrastructure.
Resident 2 – the 2nd resident wished to clarify that the pertinent point to the argument is that there is a clear contravention of the traffic management plan associated with the temporary consent at LEA. It is totally irrelevant how many millions of profit or loss an organisation has made. What is important is that the planning department need to enforce the current TMP in line with 2019/0927/COU. In addition, the 2021/0685/FULM permanent application is yet to be determined and therefore L&G have no consent to store large modular homes on the LEA site nor do they have planning consent to access the road via Biggin and Oxmoor Lane.
Resident 3 – perhaps the PC could look into a speed survey, approx. cost £130. Resident has had recent contact with Vickie Day, North Yorkshire Highways with regard to their own personal planning application. This led to a conversation with regard to signage entering the village (ie pedestrian sign) and revisiting the reduction in speed limit to the village.
- (4) To approve the Minutes of the last meeting held on Monday 27th June 2022.
Resolution: agreed to propose the minutes of the Ordinary Council Meeting held on 27 June 2022 as a true and accurate record. Unanimous.
- (5) Planning
 - a. To consider any live planning applications in the Parish.
None presented
- (6) Community Safety
The Clerk met with Gary Lumb, Highways Engineer on 21st June 2022 to discuss the CIL spend on gated entrances and safety signage into the parish at all 3 entrances. Requirements submitted to NYCC Highways and Glasdon street furniture can be purchased through NYCC at ex vat prices including fitting etc. Report submitted to NYCC Highways.
- (7) Finance
 - a) Financial update from the Clerk, balance at bank
Balance at 14 June 2022 £,891.38 – one payment of £60 (agreed at last meeting) for internal audit fee yet to be reconciled at the bank. Predicted balance at 30 June 2022 would then be £3,831.38.
 - b) To approve the Bank Reconciliation and any payments
Please refer to tables at the end of the minutes for 2021/2022 and to date 2022/23.
 - c) Cllr Hartley to look into providing an alternative quotation for the Parish Council insurance for 2022/23.
Resolution: to approve the Finance Report and bank reconciliation. Unanimous.
- (8) Community Engagement
The Clerk has met with Rob Field, L&G Logistics Manager since the last meeting. He is aware of the concerns of local residents and is keen to engage more positively with residents and the parish

council. However, since this meeting, Mr Field has not provided an update as promised after speaking with the management team at L&G.

Resolution: To forward comms sent on 29 May 2022 to L&G to confirm that the PC have made contact with the company and that this has been responded to by Mr Field, L&G Logistics Manager (copy to Joanne Greenfield) and request meeting with key staff from L&G and reiterate opportunity for them to attend a PC meeting. Unanimous.

(9) Correspondence received

- a) Correspondence from Gordon's Transport.
- b) Correspondence from resident regarding L&G Modular Homes.

(10) Date of next meeting – Wednesday 12th October 2022

Financial Transactions and bank reconciliation for 01 April 2021 – 31 March 2022

Date	Code~	Description	Income	Expenditure	Balance
01 April 2021		Balance at bank 1 April 2021			£3,514.50
08 April 2021	#1	DD - Gocardless payment (website)		£4.99	
30 April 2021	INC1	CR: Selby DC	£725.00		
07 May 2021	#2	DD - Gocardless payment (website)		£4.99	
04 June 2021	#3	DD - Gocardless payment (website)		£19.51	
09 June 2021	#10	Cheque no: 100286 - Child & Co - Internal Audit		£60.00	
11 June 2021	#8	Cheque no: 100288 - Community Heartbeat Trust (annual fee)		£151.20	
17 June 2021	#9	Cheque no: 100287 - Wages to Clerk (Oct 20 - Mar 21 - 6 mths 18 hrs x £9.05)		£162.90	
06 July 2021	#4	DD - Gocardless payment (website)		£4.99	
05 August 2021	#5	DD - Gocardless payment (website)		£4.99	
06 September 2021	#6	DD - Gocardless payment (website)		£4.99	
30 September 2021	INC2	CR: Selby DC	£725.00		
06 October 2021	#7	DD - Gocardless payment (website)		£4.99	
28 October 2021	#12	Chq no:100289 - M Potts Grass Cutting (5x cuts)		£170.00	
29 October 2021	#13	Cheque no: 100290 - Wages to Clerk (1 Apr-30 Sept - 6 mths 18 hrs x £9.05)		£162.90	
02 November 2021	#11	Cheque no: 100292 - Came & Company (annual insurance fee)		£346.34	
04 November 2021	#16	DD - Gocardless payment (website)		£4.99	
23 November 2021	#14	Cheque no: 100291 - YLCA subscription		£57.00	
06 December 2021	#17	DD - Gocardless payment (website)		£4.99	
09 December 2021	#15	Cheque no: 100293 - CF Village Hall Committee		£24.00	
04 January 2022	#22	DD - Gocardless payment (website)		£4.99	
07 January 2022	#25	DR: BANK Total charges to 13 December 2021		£5.80	
26 January 2022	#18	Cheque no: 100295 - Grass Cutting (MG Potts)		£103.00	
01 February 2022	#20	Cheque no: 100296 - Church Fenton Village Hall hire		£12.00	
01 February 2022	#21	Cheque no: 100297 - The Community Heartbeat Trust Ltd		£151.20	
04 February 2022	#23	DD: Gocardless payment (website)		£4.99	
04 February 2022	#26	DR: BANK Total charges to 13 Jan 2022		£5.00	
16 February 2022	INC3	NYCC Grass Cutting Grant	£64.60		
04 March 2022	#24	DD: Gocardless payment (website)		£4.99	
07 March 2022	#27	DR: BANK Total charges to 13 Feb 2022		£6.20	
16 March 2022	#19	Cheque no: 100294 - Angela Gibb - daffodil bulbs reimbursement		£58.90	
			£1,514.60	£1,550.84	
		Closing balance at BANK 31 March 2022			£3,478.26

Financial Transactions and bank reconciliation for 01 April 2022 – 30 June 2022

Date	Code~	Description	Income	Expenditure	Balance
01 April 2022		Balance at bank 1 April 2022			£3,478.26
04 April 2022		Total bank charges to 13 March 2022		£5.00	
06 April 2022		DD Gocardless charges for webhosting		£4.99	
21 April 2022		Cheque: 100298 - YLCA annual subscription		£58.00	
29 April 2022		Credit: SDC 1st precept installment	£728.63		
05 May 2022		Bank charges to 13 April 2022		£5.40	
06 May 2022		DD: Gocardless		£4.99	
16 May 2022		Cheque: 100299 - Clerk's salary Oct 21-Mar 2022		£212.22	
04 June 2022		DR Total bank charges to 13 May 2022		£5.40	
08 June 2022		DD GO Cardless charges for webhosting		£19.51	
			£728.63	£315.51	
		Closing balance at BANK 14 June 2022			£3,891.38
		<i>Schedule of Payments</i>			
27 June 2022		Cheque: 100300 - Child & Co Chartered Accounts (internal Audit)		£60.00	
		Additional predicted spend to 30 June 2022		£60.00	£3,831.38

The meeting closed at 7.31pm

These minutes were signed by:

Chairman: _____

Date: _____

Meeting dates agreed as follows for the remainder of the municipal year:
Wednesday 12th October 2022,
Wednesday 11th January 2023, Wednesday 5th April 2023.