

# BIGGIN PARISH COUNCIL

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

Minutes of the Annual Parish Council Meeting of Biggin Parish Council held at The Village Hall, Main Street, Church Fenton, on Wednesday 10<sup>th</sup> May 2023.

*The meeting opened at 6.44pm*

Present: Cllr N Kaiper-Holmes (Chairman), Cllr C Hartley (Vice Chairman), Cllr M Maltas, Cllr R Anderson and Georgina Ashton, Clerk to the Council. 2 members of the public present.

24/01 To elect the Chairman of the Council and to receive the Chairman's Declarations of Acceptance of Office

**Resolution: Cllr Kaiper-Holmes to take the position of Chairman for the coming municipal year 2023/2024 for Biggin Parish Council. Proposed by Cllr Anderson and seconded by Cllr Maltas. Unanimous.**

24/02 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

**Resolution: Cllr Hartley to take the position of Vice Chairman for the coming municipal year 2023/2024 for Biggin Parish Council. Proposed by Cllr Anderson and seconded by Cllr Kaiper-Holmes. Unanimous.**

24/03 To receive Apologies for absence

**Resolution: to receive and accept apologies for absence from Cllr Lamb. Unanimous.**

24/04 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 provided.

24/05 Public Participation Period

Resident 1 – who is cutting the grass

24/06 To approve the Minutes of the last meeting held on Wednesday 19<sup>th</sup> April 2023.

**Resolution: to agree and accept the minutes as a true and accurate record of the meeting held on Wednesday 19<sup>th</sup> April 2023.**

**Resolved: Clerk to write the CAA to seek clarification of the stunt plane / red bi-plane that has flown around Biggin from either Church Fenton LEA or Sherburn Aero Club.**

**Resolved: Clerk to chase up the Area 7 re the new road signage and gates.**

24/06 RFO Finance Report – to approve the bank reconciliation up to 15 April 2023.

The balance on account at the financial year end 31 March 2023 was £3,649.92. There have been 2 transactions on the account in April (£5.00 bank charges and £4.99 website hosting), the balance as at 15 April 2023 was £3,639.93. It is likely that the whole precept requirement has been paid into the account on 30 April 2023 by the new North Yorkshire Council of £1,613.15. However, this will not show until the next bank statement is issued after the 15 May 2023.

Schedule of Payments: YLCA annual membership £59.00. Receipt: Parish Precept £1613.15 on 25 April 2023.

**Resolution: to accept and approve the schedule of payments and the bank reconciliation to 15 April 2023.**

**Resolution: to approve the Certificate of Exemption for the Annual Governance and Accountability Return 2022/2023 to the external auditor, PKF Littlejohn LLP.**

24/07 Planning

No new planning applications received since the last meeting.

24/08 Community Safety

Grass Cutting –

**Resolved: to approve that a local resident (George Hill) will cut the grass for 2 more cuts (and receive payment for fuel costs retrospectively): to be reassessed later in the summer.**

Replacement pads for the Defibrillator – ordered by Cllr Anderson as the current pads expire on 31 May 2023.

24/09 Correspondence received

24/10 AOB – calendar of dates for 2023/2024

Wednesdays – 21<sup>st</sup> June 2023 (to sign off the AGAR), 12<sup>th</sup> July 2023, 18<sup>th</sup> October 2023, 17<sup>th</sup> January 2024, 17<sup>th</sup> April 2024, 15<sup>th</sup> May 2024. The Annual Meeting of the Council will take place at Church Fenton Village Hall. *The remaining meetings will be held at Oxmoor House, Oxmoor Lane, Biggin.*

24/11 Date of next meeting

Wednesday 21<sup>st</sup> June 2023 (signing off of the AGAR forms for 2022-23) if required, if not Wednesday 12<sup>th</sup> July 2023.

*The meeting closed at 7.24pm*

Signed:

Dated: