

BIGGIN PARISH COUNCIL

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

Minutes of the Ordinary Council Meeting of Biggin Parish Council held at The Blacksmiths Arms, Biggin, on Wednesday 8th November 2023.

The meeting opened at 6.02pm

Present: Cllr N Kaiper-Holmes (Chairman), Cllr C Hartley (Vice Chairman), Cllr M Maltas and Georgina Ashton, Clerk to the Council. No members of the public present.

24/12 To receive Apologies for absence

Apologies received from Cllr Anderson in advance of the meeting. Cllr Lamb absent.

Resolution: to accept and approve the reasons for absence from Cllr Anderson.

24/13 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 received.

24/14 Public Participation Period – no comments.

24/15 To approve the Minutes of the last meeting held on Wednesday 10th May 2023.

Resolution: to approve the minutes of the Annual Council Meeting on Wednesday 10th May 2023 as a true and accurate record.

24/16 Planning

a. To consider any live planning applications in the Parish.

None.

b. To consider the renewal of the ACV on The Blacksmiths Arms, Biggin.

Resolution: approve for the Clerk to renew the Asset of Community Value on The Blacksmiths Arms public house, Oxmoor Lane, Biggin.

c. To consider S106 expenditure and any updates

Resolution: write to Cllr Keane Duncan and Cllr Andrew Lee to request an update from Area 7 Highways in respect of the gated entrance and associated signage.

24/17 Finance Report

a) Financial update from the Clerk, balance at bank – to 7th November 2023

Bank balance as 14th October 2023 is £4,717.14. Precept instalment of £1,613.15 received on account on 28th April 2023.

b) To approve the Bank Reconciliation and any payments

Resolution: to resolve to make the following payments:

1. CF Village Hall Committee - £12
2. Child & Co Chartered Accountants – Internal Audit fee £60 (recharge to Clerk)
3. Clerk's salary April – Oct 2023 (includes back pay) £342.36
4. Gallagher Insurance - £404.29

c) To approve the appointment of the Internal Auditor for the auditing purposes of the accounts ending 2023-2024.

To note the receipt of the Certificate of Exemption from the External Auditors, PKF Littlejohn, London.

Resolution: to appoint Child & Co Chartered Accountants for the Internal Audit purposes 2023/2024.

Resolution: to approve the return of the precept requirement to North Yorkshire Council as £1,613.15 for the financial year 2024/2025 (Band D equivalent £23.31, decrease of £0.41 on 2022/23).

24/18 Community Safety

- a) Defibrillator report – Cllr Anderson sent a written report to confirm that the Defibrillator is in working order and that the electrode pads are in date.
- b) Grass cutting

Resolution: both Cllr Hartley and Cllr Kaiper-Holmes are going to research and liaise a possible new contractor for £300 annually for 3-4 cuts.

24/19 Correspondence received

24/20 Date of next meeting - 17th January 2024 (Oxmoor House), 17th April 2024 (Oxmoor House) , 15th May 2024 (Church Fenton Village Hall).

Agenda items for next meeting: update from Cllr Anderson on Land Registry/ relationship with Highways (verges in the parish).

The meeting closed at 6.50pm

Signed:

Dated: