

Brafferton & Helperby Parish Council Meeting Minutes

Wednesday 19 April 2023
Held in the Village Hall at 7.30pm

Present: Cllr Nigel Denison (Chairman), Cllr Peter Mitchell, Cllr Pam Jackson-Vickers, Cllr Mark Darwin, Roger Clements (Clerk) plus Cllr Alyson Baker (North Yorkshire Council).

1. Apologies for Absence
 - 1.1. Apologies were received from Cllrs Brown and Boyle.
2. Co-option of new councillor – one volunteer had come forward, Mr Andy Gale. Mr Gale was unable to attend this meeting but, as the qualified and single candidate for the one vacancy he was accepted onto the council and will sign his Declared of Acceptance of Office at or before the next council meeting.
3. Declarations of Interest not already under the Council’s Code of Conduct or members Register of Disclosable Pecuniary Interests
 - 3.1. No declarations were made.
4. Chairman’s report – no new topics were raised.
5. North Yorkshire Council News
 - 5.1. Cllr Baker said the change to the new unitary North Yorkshire Council (NYC) had gone smoothly on 1 Apr.
 - 5.2. She advised that: planning meetings for our NYC area would now be held in Malton; the NYC website contains a help section for people with financial and energy bill issues and she closed by announcing that she would be holding public surgeries at Thirsk Auction Mart on 18 May and at Easingwold Galtres Centre on 16 June.
6. Public Forum - no topics were raised.
7. The minutes of the meetings of the Council on 15 Mar 23 and the Lands & Maintenance committee on 5 Apr 23 were both agreed to be true records and were signed accordingly by the chairman.
8. Clerk reported:
 - 8.1. Site clearance had begun for the 5-dwelling development on the Raskelf Road. Some trees had been removed to make way for the site entrance in accordance with the plan agreed by the planning authority.
 - 8.2. A flag flying policy had been prepared and the Union flag will next fly on St George’s Day.
9. **Financial matters**
 - 9.1. Financial report – the end of year outturn to 31 Mar 23 was £8,284.33 but a large expenditure was expected in May (see item 9.3.1)
 - 9.2. End of year bank reconciliation and bookkeeping report – Cllr Jackson-Vickers reported that the Financial Working Group had found both to be in good order.
 - 9.3. Council’s budget for FY 2023/24
 - 9.3.1. The budget set in Nov 22 was reviewed and amendments made to accommodate an unplanned expense of £4,050 for tree felling to take place in May 23. The savings made in the revised budget reduced the impact of this expenditure upon reserves by about £2k. The Chairman proposed that the revised budget be accepted – **agreed**. The revised budget will be posted on the council’s website.
 - 9.4. The following Payment Card Purchases (PCP) were noted and payment of accounts received were approved:

9.4.1. Hampshire Flag Co	flag refund	-£58.68 (PCP)
9.4.2. YLCA	subscription	£316.00
9.4.3. Central Design Ceramics	Coronation mugs	£831.60
10. **Matters for Consideration**
 - 10.1. Update from Working Group on plans to mark the Coronation of HM King Charles III

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- 10.1.1. Cllr Boyle was unable to attend the meeting and no report was available. However, a flyer had been distributed around the village inviting attendance at a family 'Bring your Own' picnic on the sports field with games and activities on Sunday 7 May. Monday 8 May is to be part of the national Big Help Out day. Plans are still in preparation – councillors discussed options and the Chairman will offer these thoughts to the event organisers.
 - 10.2. Condition of footpath between Back Lane and Balk Avenue – this footpath beside the south side of Raskelf Road slopes towards the road and is difficult for wheelchair users and walkers using sticks. Clerk to approach NYC for remedial work.
 - 10.3. Condition of St Peter's Church lych gate approach track
 - 10.3.1. The track is currently badly cut up and often muddy while building work continues beside it. The Council was broadly in favour of the plan proposed by the Lands & Maintenance committee to produce a hardened track from Bridge Street to the lych gate. Once the building work at 8 Bridge Street is complete, discussions will follow with the occupants to produce a plan agreeable to both parties – the plan will have to include the issue of water run-off from the churchyard track, the turning circle required to access the double garage under construction, land ownership boundaries and rights of way.
 - 10.4. Purchase of materials for trial stretch of allotment boundary fencing
 - 10.4.1. The Lands & Maintenance committee had asked the council to consider installing a standard design of fencing along allotments boundaries. The council currently lacks the resources to consider a major fencing project at its allotment plots. Chairman proposed that the Council should spend up to £250 on a trial strip of post and rail fencing at plot BL2 – **agreed**.
 - 10.5. Skip hire and other arrangements for clearance of allotment RR11
 - 10.5.1. The council still awaits the result of its grant request to make safe the building on the allotment plot. In the meantime, it intends starting site clearance in the summer. Cllr Denison proposed hiring a skip at an estimated cost of £180 and assembling a work party at a date tbd in the summer – **agreed**.
- 11. Information on the following ongoing issues and decide further action**
- 11.1. Cobbles project – a work party had cleared weeds and debris from the cobbles in front of Helperby surgery. The appearance of the area was much improved.
 - 11.2. Neighbourhood plan – no action to report.
- 12. New Planning Matters**
- 12.1. Planning Application ZB23/00771/OUT, outline planning application for 1 x dwelling with all matters reserved except access on land at Brafferton Manor, Brafferton – the council has concerns regarding access to the proposed property via Birchwood Gardens. Birchwood Gardens is narrow and is understood to be a private road therefore its use as access would require agreement with residents. It is also not clear how visiting vehicles to the proposed new dwelling would be accommodated or manoeuvred on and off the site.
- 13. Planning Decisions/information**
- 13.1. Planning Application 22/02422/REM, construction of 4 dwellings adjacent to telephone exchange, Back Lane, Helperby - awaiting decision by North Yorkshire Council
 - 13.2. Planning Application 22/02294/OUT, outline application for the construction of 4 dwellings with all matters reserved except access on OS Field 7346, Boroughbridge Road, Brafferton – refused by North Yorkshire Council
 - 13.3. Planning Application 22/01858/FUL, proposed construction of 2 x dwellings at St Peter's Close, Brafferton – awaiting decision by North Yorkshire Council

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- 13.4. Planning Application 23/00374/FUL, construction of a SuDS Pond to serve the planned 28-dwelling development on the Boroughbridge Road – awaiting decision by North Yorkshire Council

14. Matters for Consideration

15. New Correspondence received

- 15.1. None received.

16. Matters for inclusion on the agenda for the next meeting

- 16.1. Collection of traffic incidents data on Boroughbridge Road

17. The date of the combined Annual meeting of the Council and the Annual meeting for Parishioners was confirmed as 17 May 23