**An Invitation to all Parishioners**

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| **The Annual Parishioners’ meeting**  **will be held at Helperby Village Hall**  **on Wednesday 17 May 2023**  **at 7.30pm**  **followed by the Annual meeting of the Council** |
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**AGENDA**

Chairman’s opening remarks

1. Chairman’s Report for year ending 31 March 2023
2. **Open session – your questions and comments for consideration by Brafferton & Helperby Parish Council**

Nigel Denison

Chairman

9 May 2023

## To Members of the Council

You are hereby summoned to attend the **Annual meeting of Brafferton and Helperby Parish Council** at Helperby Village Hall, Main Street, Helperby, York, YO61 2NS on **Wednesday 18 May 2022** at 7.30pm (following the Meeting for Parishioners) for the purpose of transacting the following business:

## *R Clements* R Clements Clerk to the Council

Wednesday, 03 May 2023

1. To elect the Chairman of the Council
   1. To receive the Chairman's Declaration of Acceptance of Office
2. To receive Apologies for Absence
3. To receive Declarations of Acceptance of Office from all councillors
4. To elect the Vice-Chairman of the Council
5. To receive Declarations of Interest not already declared under the Council’s Code of Conduct or members Register of Disclosable Pecuniary Interests
6. Public Forum
7. To accept the minutes of the last meeting of the Council on 20 April 2022
8. To receive the Clerk’s report
9. **Financial matters**
   1. To receive Clerks’ summary of accounts at 31 March 2022
   2. To review the budget FY 2022/23
   3. To note the Annual Internal Audit Report for 2021/22 included at page 3 of the Annual Governance and Accountability Return 2021/22.
   4. To approve Section 1 - Annual Governance Statement 2021/22 for the Council on page 4 of the Annual Governance and Accountability Returns 2021/2022.
   5. To approve Section 2 - Accounting Statements 2021/22 for the Council on page 5 of the Annual Governance and Accountability Returns 2021/22
   6. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities by the Council
   7. To appoint Local Auditor for FY 2022/23
   8. To authorise payment of Insurance premium of £899.57
   9. To ratify grounds maintenance contracts vis:
      1. St Peter’s lych gate, the Hornby and the Pinfold
      2. Urban verges
      3. Hedge cutting
      4. Swale Green grass
      5. Gully clearance (S&U Drainage Board and K&UO Internal Drainage Board)
      6. Litter pick
      7. Salt bin replenishment (NYCC)
   10. To authorise subscription payments FY 2022/23 - YLCA, SLCC, Community First Yorkshire, MS Office 365, Virtuallandline and National Allotment Society
   11. To confirm Clerk’s pay and PAYE procedures
   12. To confirm Financial Working Group membership
   13. To confirm Bank transaction authorisers and cheque signatories
   14. To approve payment of accounts received:
       1. C & GB Associates Local Audit £144.00 tbc
       2. Swale & Ure Drainage Board Annual charge £7.18
       3. Village Hall Room Hire £249.13
       4. Mr S Laux Jubilee expenses £201.54
10. **Matters for Consideration**
    1. To confirm Council meeting dates: third Wednesday of each month
    2. To confirm Land & Maintenance committee membership
    3. To approve amendments to Council Standing Orders
    4. To consider additional Council Risk Assessments
    5. To appoint Council representatives:
       1. YLCA Hambleton Branch meetings
       2. Hambleton Parish Liaison meetings (biannual at County Hall)
       3. Village Hall
       4. Neighbourhood Watch
       5. Helperby & Brafferton War Memorial Committee
       6. Easingwold & Villages Community Forum (2 monthly at various venues)
11. **To receive information on the following ongoing issues and decide further action where necessary**
    1. Cobbles project
    2. Queen’s Jubilee weekend 3-5 June 22
    3. Neighbourhood plan
12. **To consider the following Planning Matters**
13. **To receive the following Planning Decisions/information**
    1. Planning Application 21/02144/FUL, construction of 5 dwellings and associated access at OS field 0048, Raskelf Road, Boroughbridge Road, Brafferton - awaiting decision from Hambleton District Council
    2. **Planning Application 21/00966/REM, reserved matters pursuant to outline permission 16/01142 for construction of 28 dwellings at OS Field 0046, Brafferton –** awaiting decision from Hambleton District Council
    3. Planning Application 22/00416/MRC, variation of conditions attached to application 12/01571 for construction of 6 poultry sheds as amended by plans received by Hambleton District Council - awaiting decision from Hambleton District Council
    4. **Planning Application 21/00966/REM,** amended plans received - reserved matters application pursuant to outline permission 16/01142/OUT for landscape, appearance, layout and scale for the construction of 28 dwellings on OS Field 0046 Brafferton to West Moor Brafferton - awaiting decision from Hambleton District Council
    5. Planning Application 22/00912/REM, application for approval of reserved matters: appearance, scale and internal layout, including landscaping following approval for 5 dwellings under reference 20/02428/OUT - awaiting decision from Hambleton District Council
    6. Planning Application 22/00926/CAT, works to tree in a Conservation Area at 3 Brafferton Hall Gardens, Brafferton - awaiting decision from Hambleton District Council
14. **Matters for Consideration**
15. To consider new Correspondence received and decide action where necessary
16. To notify the Clerk of matters for inclusion on the agenda for the next meeting
17. To confirm the date of thenext Council meeting as Wednesday 15 June 22