

BRAFFERTON AND HELPERBY PARISH COUNCIL

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 17 May 2023** at 7.30pm (following the Meeting for Parishioners) for the purpose of transacting the following business:

R Clements R Clements

Clerk to the Council

Friday, 12 May 2023

1. To elect the Chairman of the Council
 - 1.1. To receive the Chairman's Declaration of Acceptance of Office
2. To receive Apologies for Absence
3. To receive Declaration of Acceptance of Office from Mr A Gale
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. To receive news from North Yorkshire Council (NYC)
7. Public Forum
8. To accept the minutes of the last meeting of the Council on 19 April 2023
9. To receive the Clerk's report

10. Financial matters

- 10.1. To receive Clerks' summary of accounts at 31 March 2023
- 10.2. To note the Annual Internal Audit Report 2022/23 included at Page 3 of the Annual Governance and Accountability Return 2022/23.
- 10.3. To approve Section 1 - Annual Governance Statement 2022/2023 for the Council on page 4 of the Annual Governance and Accountability Returns 2022/2023.
- 10.4. To approve Section 2 - Accounting Statements 2022/2023 for the Council on page 5 of the Annual Governance and Accountability Returns 2022/2023
- 10.5. 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
- 10.6. To consider a grant application from the Helperby & Brafferton Community Association
- 10.7. To consider purchase of a Yorkshire flag
- 10.8. To appoint Local Auditor for FY 2023/24
- 10.9. To approve the Council's Delegation Scheme
- 10.10. To confirm Financial Working Group membership
- 10.11. To confirm Bank transaction authorisers and cheque signatories
- 10.12. To note Payment Card Purchases (PCP) and approve payment of accounts received:

10.12.1.	C & GB Associates	Local Audit	£150.00
10.12.2.	Swale & Ure Drainage Board	Annual charge	£7.64
10.12.3.	Feel Design Ltd	Website	£780.00
10.12.4.	Clerk	Expenses FY 22/23	£57.34

11. Matters for Consideration

- 11.1. To confirm Council meeting dates: third Wednesday of each month except 14 June 23 and 13 December 23
- 11.2. To confirm Land & Maintenance committee membership
- 11.3. To approve amendments to Council Standing Orders/Financial Standing Orders
- 11.4. To appoint Council representatives:
 - 11.4.1. YLCA Hambleton Branch meetings (28 June 23 tbc, 18 October 23)
 - 11.4.2. Village Hall
 - 11.4.3. Neighbourhood Watch
 - 11.4.4. Helperby & Brafferton War Memorial Committee

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12. To receive information on the following ongoing issues and decide further action where necessary

- 12.1. Cobbles project
- 12.2. Neighbourhood plan

13. To consider the following Planning Matters

- 13.1. Planning Application ZB23/00960/FUL, for the installation of a prefabricated substation & associated groundworks on OS Field 0046, Brafferton
- 13.2. Planning Application ZB23/00953/FUL, proposed change of use of annex from home for the elderly to holiday let at The Grange, Helperby

14. To receive the following Planning Decisions/information

- 14.1. Planning Application ZB23/00771/OUT, outline planning application for 1 x dwelling with all matters reserved except access on land at Brafferton Manor, Brafferton – awaiting decision from North Yorkshire Council
- 14.2. Planning Application 22/02422/REM, construction of 4 dwellings adjacent to telephone exchange, Back Lane, Helperby - awaiting decision by North Yorkshire Council
- 14.3. Planning Application 22/01858/FUL, proposed construction of 2 x dwellings at St Peter's Close, Brafferton – awaiting decision by North Yorkshire Council
- 14.4. 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

15. Matters for Consideration

- 16. To consider new Correspondence received and decide action where necessary
- 17. To notify the Clerk of matters for inclusion on the agenda for the next meeting
- 18. To confirm the date of the next Council meeting as Wednesday 14 June 23