

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 8 May 2024** 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, 03 May 2024

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 elect the Vice-Chairman of the Council
4. To receive Declarations of Interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests
5. To receive news from North Yorkshire Council (NYC)
6. Public Forum
7. To accept the minutes of the last meeting of the Council on 17 April 2024
8. To receive the Clerk's report and note new correspondence received
9. **Financial matters**
 - 9.1. To receive the end of FY 2023/24 bank reconciliation and Internal Control Check by the Financial Working Group
 - 9.2. To receive Clerks' summary of accounts at 31 March 2024
 - 9.3. To approve the Certificate of Exemption on page 3 of the Annual Governance and Accountability Return 2023/24
 - 9.4. To note the Annual Internal Audit Report 2023/24 included at Page 4 of the Annual Governance and Accountability Return 2023/24
 - 9.5. To approve Section 1 - Annual Governance Statement 2023/24 for the Council on page 5 of the Annual Governance and Accountability Return 2023/24
 - 9.6. To approve Section 2 - Accounting Statements 2023/24 for the Council on page 6 of the Annual Governance and Accountability Return 2023/24
 - 9.7. 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
 - 9.8. To consider a grant application from the Helperby & Brafferton Community Association
 - 9.9. To appoint a Local Auditor for FY 2024/25
 - 9.10. To confirm Financial Working Group membership
 - 9.11. To confirm Bank transaction authorisers and cheque signatories
 - 9.12. To note Payment Card Purchases (PCP) and note or approve payment of accounts received:

9.12.1. Seton	First Aid Kit	£45.41
9.12.2. C & GB Associates	Local Audit	£tbc
9.12.3. Swale & Ure Drainage Board	Annual charge	£tbc
9.12.4. YLCA	Subscription	£331.00
9.12.5. K Westerman	Gardening	£72.00
10. **Matters for Consideration**
 - 10.1. To Debrief the Spring Event on 5 May 24
 - 10.2. To consider a D Day event on 6 June 24
 - 10.3. To confirm Council meeting dates: third Wednesday of each month except 11 December 24
 - 10.4. To confirm Land & Maintenance committee membership
 - 10.5. To approve amendments to Council Standing Orders/Financial Standing Orders
 - 10.6. To appoint Council representatives:
 - 10.6.1. YLCA Hambleton Branch meetings

BRAFFERTON AND HELPERBY PARISH COUNCIL

10.6.2. Village Hall

10.6.3. Neighbourhood Watch

10.6.4. Helperby & Brafferton War Memorial Committee

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

11.1. Cobbles project

11.2. Neighbourhood plan

12. To consider the following Planning Matters

12.1. Planning Application ZB24/00723/FUL, construction of single storey extension at 6 Bridge Street, Brafferton

13. To receive the following Planning Decisions/information

13.1. Planning Application ZB24/00340/LBC, proposed solar panels to roof and insulation retrofit to loft room at Old Fountain Stores, Main Street, Helperby - permitted by North Yorkshire Council

13.2. Planning Application ZB24/00065/FUL, construction of 2 dwellings on land at St Peter's Close, Brafferton - awaiting decision by North Yorkshire Council

13.3. Planning Application ZB23/02461/FUL, proposed installation of solar farm comprising ground mounted solar PV panels and associated infrastructure at OS Field 5220, south of Pilmoor Grange, Pilmoor, Brafferton - awaiting decision by North Yorkshire Council

13.4. Planning Application ZB23/02384/FUL, proposed creation of a locally equipped play area at the Sports Ground, Back Lane, Helperby - awaiting decision by North Yorkshire Council

13.5. 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. Matters for Consideration

15. To notify the Clerk of matters for inclusion on the agenda for the next meeting

16. To confirm the date of the next Council meeting as Wednesday 19 June 24