

Brafferton & Helperby Parish Council

An Invitation to all Parishioners

The Annual Parishioners' meeting
will be held at Helperby Village Hall
on Wednesday 21 May 2025
at 7.30pm
followed by the Annual meeting of the Council

AGENDA

Chairman's opening remarks

1. Chairman's Report for year ending 31 March 2025
2. **Open session – your questions and comments for consideration by Brafferton & Helperby Parish Council**

Nigel Denison
Chairman
9 May 2025

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 21 May 2025** at 7.30pm (following the Meeting for Parishioners) for the purpose of transacting the following business:

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Clerk to the Council

Thursday, 15 May 2025

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 the Chairman's report
6. To receive news from North Yorkshire Council (NYC)
7. To receive comments from Councillors
8. Public Forum
9. To accept the minutes of the last meeting of the Council on 16 April 2025
10. To receive the Clerk's report and note new correspondence received
11. **Financial matters**
 - 11.1. To receive the end of FY 2024/25 bank reconciliation and Internal Control Check by the Financial Working Group
 - 11.2. To receive Clerks' summary of accounts to 31 March 2025
 - 11.3. To note the Annual Internal Audit Report 2024/25 on Page 3 of the Annual Governance and Accountability Return Form 3 2024/25
 - 11.4. To approve Section 1 - Annual Governance Statement 2024/25 for the Council on page 4 of the Annual Governance and Accountability Return Form 3 2024/25
 - 11.5. To approve Section 2 - Accounting Statements 2024/25 for the Council on page 5 of the Annual Governance and Accountability Return Form 3 2024/25
 - 11.6. 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
 - 11.7. To consider a grant application from the Helperby & Brafferton Community Association**
 - 11.8. To appoint a Local Auditor for FY 2025/26
 - 11.9. To confirm Financial Working Group membership
 - 11.10. To confirm Bank transaction authorisers and cheque signatories
 - 11.11. To note Payment Card Purchases (PCP) and note or approve payment of accounts received:

11.11.1.	C & GB Associates	Local Audit	£156.00
11.11.2.	Swale & Ure Drainage Board	Annual charge	£8.00
11.11.3.	K Westerman	Gardening	£tbc
11.11.4.	R Revely	Cobbling	£15,034.80
12. **Matters for Consideration**
 - 12.1. To note the Clerk's retirement and to agree the terms on which to recruit a replacement
 - 12.2. To receive an update on the Pilmoor solar farm Community Benefit payment
 - 12.3. To confirm Council meeting dates to May 2026: third Wednesday of each month except 11 June 25 & 10 December 25
 - 12.4. To confirm Land & Maintenance committee membership
 - 12.5. To approve amendments to Council Standing Orders/Financial Standing Orders
 - 12.6. To appoint Council representatives:

BRAFFERTON AND HELPERBY PARISH COUNCIL

12.6.1. YLCA Hambleton Branch meetings

12.6.2. Village Hall

12.6.3. Helperby & Brafferton War Memorial Committee

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

13.1. Cobbles project

13.2. Neighbourhood plan

14. To consider the following Planning Matters

14.1. Planning Application ZB25/00828/CAT, to remove 2 lower limbs on Cherry Tree at Toft House, Tofts Lane, Helperby

15. To receive the following Planning Decisions/information

15.1. Planning Application ZB24/00913/FUL, amended plans for an 8-dwelling development on the Raskelf Road, Helperby - awaiting decision by North Yorkshire Council.

15.2. Planning Application ZB25/00544/FUL, proposed installation of air source heat pump at St Peter's school, Brafferton - awaiting decision by North Yorkshire Council.

15.3. Planning Application ZB24/02089/OUT, outline application to consider access for the construction of 2 x self-build dwellings on land adjacent to the Telephone Exchange, Back Lane, Helperby - awaiting decision by North Yorkshire Council.

15.4. Planning Application ZB24/00913/FUL (amended), proposed residential scheme for 8 units on land to the south of Raskelf Road, adjacent to Balk Avenue, Helperby - awaiting decision by North Yorkshire Council.

15.5. 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.

15.6. Planning Application ZB25/00126/FUL, construction of 27 dwellings including associated infrastructure, open space and landscaping on land off Broad Ford Drive, Brafferton - awaiting decision from North Yorkshire Council.

16. Closing Matters

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 11 June 25