

# Brafferton & Helperby Parish Council Meeting Minutes

**Wednesday 20 August 2025**  
**Held in the Village Hall at 7.30pm**

**Present:** Cllr Nigel Denison (Chairman), Cllr Peter Mitchell, Cllr Deidre Brown, Cllr Mark Darwin, Cllr Angela Horner, Cllr Steve Lewis, Roger Clements (Clerk) plus Cllr Alyson Baker (North Yorkshire Council (NYC) (items 1-6 only)) and members of the public.

1. Apologies for Absence
  - 1.1. Apologies were received from Cllr Andy Gale.
2. Declarations of Interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests
  - 2.1. Cllr Mitchell declared an interest in item 16.
3. Public Participation – no comments were made.
4. Comments from Councillors
  - 4.1. AH reported a conversation with recent Police Speed Camera van driver in Main Street – an improved camera was now in use and 8 vehicles has been noted speeding. In future the van may now be positioned in the Broad Ford Drive area.
  - 4.2. AH had received an enquiry from a resident on whether the Council would consider sale of patches of cobbles. Chairman advised that there were no plans to do so.
  - 4.3. AH asked whether School Terrace is all adopted Highway? Clerk will check the NYC map.
5. Chairman's report
  - 5.1. The requested road closure during the Remembrance Day service on 9 November on Main Street had been approved by NYC.
  - 5.2. The dilapidated building on allotment plot RR11 continued to deteriorate, and he would seek advice on making it safe with demolition a possibility. Topic to be an agenda item at the next meeting.
  - 5.3. The recent re-cycling bins collection had been incomplete (see 8.1).
  - 5.4. A Northern Powergrid contractor had started to relay cobbles in concrete on Main Street. The contractor had been instructed to stop and had been provided with the Council's relaying specifications.
6. News from North Yorkshire Council (NYC)
  - 6.1. AB commented that the new bin collecting system was still bedding down; the teams start from 6am and may work late so its recommended that bins are put out the night before.
  - 6.2. The village litter and dog waste bins are collected by a single truck so any bin may be used for either type of waste.
  - 6.3. Additional topics of interest had been passed to the Clerk for dissemination where appropriate. She wished the Clerk well in his retirement and then left the meeting.
7. The minutes of the Council meeting held on 16 July 2025 were accepted as a true record and signed accordingly by the Chairman.
8. Clerk's report and correspondence
  - 8.1. Clerk described the outcome of missed recycle bin collections on 7 Aug. It appeared that the new timing and vehicle routing was the likely reason, he has used the NYC Customer Portal reporting system which worked well with an additional collection day set up plus a telephone report to the Clerk.
  - 8.2. Damage to the old railway road bridge on the Boroughbridge Road at the Austin's Hill entrance had been reported to NYC.
  - 8.3. The Wayleave agreement with Northern Powergrid (NP) was now in place and NP had been provided with the Council's cobbles re-laying guide.
  - 8.4. Boroughbridge library and the Yorkshire Air Ambulance had both responded with 'thank you' letters for the grants made to them.

## 9. Financial Matters

### 10. Clerk's financial report

- 10.1. This is the last report from this Clerk and the Financial Working Group confirmed that the bank reconciliation was in order at end July with balances as follows: Current a/c

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£4,777.34; Community Infrastructure Levy a/c £11,895.86 and Reserves a/c £4,466.29 totalling £21,139.49.

- 10.2. The External auditor's report had just been received, and it made no adverse comments.
11. Change of Lloyds Corporate Multipay Card Programme Administrator from the current Clerk to Mr A Whiting and an increase of payment limit per purchase. Council noted that the new Clerk would become the card Programme Administrator and the Chairman proposed that the single payment limit be increased to £500 – **resolved**.
12. The Local Government Services pay agreement 2025/26 and the relevant increase to the Clerk's salary were **noted**.
13. Hedge trimming estimate at The Leas/Back Lane junction. Chairman proposed that the estimate from T Bowman of £65.00 be accepted – **resolved**.
14. Accounts received were noted and **approved** for payment:
- |       |                |                 |         |
|-------|----------------|-----------------|---------|
| 14.1. | T Bowman       | Pinfold trim    | £82.50  |
| 14.2. | K Westerman    | gardening (Aug) | £48.00  |
| 14.3. | PKF Littlejohn | external audit  | £252.00 |
15. Topic withdrawn
16. Grant application for works to the unadopted portion of Bridge Street
- 16.1. The road surface was continuing to degrade and needed attention to make it a good surface for vehicles, pushchairs and mobility scooters. In addition to its use by Bridge Street residents, the road was used for access to Swale Green for the village Feast, Bonfire etc and was a thoroughfare for walkers, riders and cyclists routing to and from the Swale Bridge and for visitors to St Peter's Church. Residents had formed themselves into 'Friends of Bridge Street' had opened a bank account and had raised £4,712 towards re-surfacing the unmade portion of the street - a local contractor had provided an estimate of £7,106 to carry out this work. There was shortfall of £2,394 and a grant from the council was requested to enable the work to go ahead. Chairman proposed that a grant of £2,394 be made to the Friends of Bridge Street – **resolved**.
17. Grant application from the H&B Sports Association
- 17.1. The sports field pavilion is currently in a very poor state of repair and needs complete renovation and extending. The local community overwhelmingly supports an improvement in facilities at the Sports Ground, and the imminent addition of an adjacent recreation area by the Recreation Trust will bring increased interest and numbers to the sports ground. The current building lacks a disabled toilet and does not cater for use by women and girls which holds back the formation of female village teams. The weekend Bootcamp and growing numbers of organised sessions for youngsters indicates a need for better facilities which will help these activities to grow. The village population is currently increasing significantly; the work planned will provide a 'community sports and activity hub' which will cater for team, group and individual activities and provide a social space. The Sports Association currently has £35,000 set aside and is seeking grant aid from a number of agencies. Chairman proposed that a grant of £1,000 to the Sports association be agreed in principle to be made available when the project is ready to move forward – **resolved**.

### 18. Matters for Consideration

- 18.1. Future of the Golden Lion – Mr R Wade reported from the Golden Lion Community Asset Group (CAG) that the moratorium period ended on 13 Aug 25 and the pub was now for sale on the open market at the reduced price of £225k. The vendor seemed in no hurry to achieve a sale but the CAG was not yet ready to make a bid. As the pub's heating system was no longer functioning the building was likely to deteriorate if it remained unsold into the winter. Fund raising continued. Chairman reiterated the Council's support for the project, applauded the work which had been carried out to date and wished the team the best of luck going forward.
- 18.2. Lych gate sward project to widen Bridge Street
- 18.2.1. Start date remained Sep/Oct 25. Contractor to be asked to set aside the existing plants where possible.

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- 18.3. To adopt an IT policy
  - 18.3.1. Clerk adumbrated the current pressure from government to make parish councils adopt an IT policy and confirmed that the Council already complied with its tenets. Chairman proposed adoption of the IT policy which had been circulated to councillors – **resolved**.
- 18.4. St Peter's School banner at Brafferton Pinfold – the banner had been removed.

### 19. Ongoing Issues

- 19.1. Cobbles project – it had been necessary to provide some contractors in Main Street with the Council's specification for cobbles relaying to prevent the use of concrete as a surface material.

### 20. Planning Matters

- 20.1. No new planning applications had been received.

### 21. Planning Decisions/information

- 21.1. Planning Application ZB25/01010/FUL, change of use of acupuncture treatment room within existing garage to return the use to residential function at 10 Dunroyal Close, Helperby - **approved** by North Yorkshire Council
- 21.2. Planning Application ZB25/01072/FUL, to form a parking area in the front garden and create larger area of accommodation in the garage with new opening to the front and rear elevations at 14 Dunroyal Close, Helperby – **approved** by North Yorkshire Council
- 21.3. Planning Application ZB25/00954/FUL, proposed change of use of land for the siting of 24 x holiday cabins (phase 2) at Brafferton Manor Farm, Brafferton Manor Station, Brafferton - awaiting decision by North Yorkshire Council.
- 21.4. 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.
- 21.5. 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.
- 21.6. 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.
- 21.7. 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.
- 21.8. Planning Appeal APP/U2750/D/25/3368731 concerning Application ZB25/00392/FUL, proposed two storey extension at 10 High farm Cottages, Raskelf Road, Helperby. NYC Appeal Ref 25/00027/REFUSE

### 22. Closing Matters

- 23. Matters for inclusion on the agenda for the next meeting
  - 23.1. Condition of building on allotment plot RR11.
- 24. The date of the next meeting of the Council was confirmed as Wednesday 17 September 25.
- 25. Clerk's retirement – Chairman thanked Roger for his 13-year service to the village, initially as Brafferton parish council Clerk, then Clerk to the current grouped council. A small presentation took place with retirement gifts for Roger and a bouquet for his wife Heather. The meeting ended as a party set off to the Oak Tree to check the efficiency of Roger's new engraved tankard.