

Brafferton & Helperby Parishioners' and Annual Council Meetings Held in the Village Hall on 20 May 2026

Present: Cllr Nigel Denison (Chairman), Cllr Peter Mitchell, Cllr Mark Darwin, Cllr Steve Lewis, Cllr Andy Gale, Cllr Angela Horner, Cllr Stephen Vaughan, Tony Whiting (Clerk) plus four members of the public.

Annual Parishioners' Meeting

The Chairman welcomed members of the public (MoP) and presented his Report for the year to 31 March 2026.

The following comments were raised by MoP:

1. A vehicle had caused damage by a property on the double bend in Boroughbridge Road. The householder would report the incident to North Yorkshire Council (NYC) and email the Clerk, It was suggested that signage on the road would help to make drivers take more care. The Chairman stressed that all incidents should be reported to NYC. Cllr Vaughan to contact Cllr Baker about the crumbling footpath by the bend.
2. Yellow lines from the corner of Boroughbridge Road along the north side of Raskelf Road were welcomed as a road safety improvement. Suggestions were made about the possibility of having a 20mph speed limit or weight restriction on vehicles entering the village. Chairman to raise both points at an NYC workshop with Highways on 2 June.
3. The closure of the butcher's shop was regretted. It was hoped that retail use would be resumed.

Annual Meeting of the Council

1. Chairman of the Council
 - 1.1. Nigel Denison was proposed as Chairman and elected unanimously.
 - 1.2. Chairman's Declaration of Acceptance of Office – the declaration was made.
2. To receive Apologies for Absence
 - 2.1. Cllr Baker NYC
3. Vice-Chairman of the Council – Peter Mitchell was proposed and elected unanimously.
4. Declarations of Interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests
 - 4.1. None declared.
5. Chairman's report
 - 5.1. He thanked Paul Consadine for his work in renovating both parish council notice boards.
 - 5.2. In response to Paul's point about village seats needing cleaning with bleach, he said he would seek volunteers for the task.
 - 5.3. He said Yorkshire Water had replied to his complaint about flooding in a farmer's field by stating categorically it was not from its sewage treatment plant.
 - 5.4. He was doing research to assess the hours worked by local clerks.
6. News from NYC. In Cllr Baker's absence, the Chairman read from her report that had been forwarded to councillors. He added that the Brafferton and Heperby Fund was available to offer help to anyone in the village in financial difficulty.
7. To receive comments from Councillors
 - 7.1. Cllr Mitchell noted that the Feast would be held on 27 June, earlier than usual.
8. Public Forum.
 - 8.1. Concerns were raised about blocked gullies. These would be reported by the Clerk to NYC.
9. The minutes of the last meeting of the Council on 15 April 2026 were accepted as a true record and signed by the Chairman.
10. Clerk's report and new correspondence received
 - 10.1. Cllr Vaughan had been briefed by the Clerk and had signed his declaration of office.

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- 10.2. NYC had written to say that as no community interest group had come forward to bid for the Golden Lion before the end of the six-week moratorium on 30 April, it was no longer an Asset of Community Value and could be sold by the owners to anyone they wished.
- 10.3. Chris and Anne Hartley had sent a card of appreciation for the bouquet presented by the parish council to them on their last day of trading in Helperby.
- 10.4. The internal audit had been completed as part of the Annual Governance and Accountability Return process, due in large part to assistance from the former clerk. The final part would be the external audit.

11. Financial matters

- 11.1. End of FY 2025/26 bank reconciliation and Internal Control Check by the Financial Working Group – Cllr Darwin confirmed bank reconciliation and Internal Control Review to be in order.
- 11.2. Summary of accounts to 31 March 2026. Current account £662.82; Reserve account £5,574.81; Community Infrastructure Levy (CIL) £18,664.97.
- 11.3. Council noted the Annual Internal Audit Report 2025/26 on Page 3 of the Annual Governance and Accountability Return Form 3 2025/26 which showed no adverse comments.
- 11.4. Section 1 - Annual Governance Statement 2025/26 for the Council on page 4 of the Annual Governance and Accountability Return Form 3 2025/26 – **approved** and signed by the Chairman and Clerk.
- 11.5. Section 2 - Accounting Statements 2025/26 for the Council on page 5 of the Annual Governance and Accountability Return Form 3 2025/26 - **approved** and signed by the Clerk and the Chairman.
- 11.6. 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 – Council noted the approved documents would be displayed on the Council's website.
- 11.7. Local Auditor for FY 2026/27 – G & GB Associates, Thirsk.
- 11.8. Financial Working Group membership – Cllrs Darwin and Lewis.
- 11.9. Bank transaction authorisers and cheque signatories – Cllrs Denison, Mitchell and Darwin.
- 11.10. Payment Card Purchases (PCP) and payment of accounts received:
- 11.11. PCP balance on Microsoft monthly account £16.95 - **noted**
- 11.12. JRB Enterprises dog poo bags £39.72 - **noted**
- 11.13. Yorkshire Local Councils Associations annual subscription £364 - **noted**
- 11.14. Swale and Ure Drainage Board rates £8 - **noted**
- 11.15. Honorarium for former clerk for work on year-end matters £100 - **noted**
- 11.16. HMRC PAYE for quarter £239.82 – **noted**.
- 11.17. Clerk's expenses- archive storage boxes, batteries for defibrillator cabinet, bouquet for the Hartleys £52.36 – **approved**.
- 11.18. NYES check for website compliance £148 - **approved**

12. Matters for Consideration

- 12.1. Council meeting dates to May 2027: third Wednesday of each month except 10 December 26
- 12.2. Land & Maintenance Committee membership – Cllrs Denison, Mitchell and Darwin.
- 12.3. Council Standing Orders/Financial Standing Orders – no amendments were proposed.
- 12.4. Council representatives confirmed as:
 - 12.4.1. YLCA Hambleton Branch meetings – Cllrs Denison and Mitchell.
 - 12.4.2. Village Hall – Cllr Vaughan.
 - 12.4.3. Helperby & Brafferton War Memorial Committee – Cllr Horner.
 - 12.4.4. Brafferton & Helperby Recreational Association – Cllr Horner.

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

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- 13.1. Cobbles project — Chairman said the priority was for repairs in the area of the notice boards. There were also areas at the north and south ends of Main Street which would be repaired when funds allowed.

14. To consider the following Planning Matters

- 14.1. Planning Application ZB26/00793/CAT to reduce laurel tree by 8ft in a conservation area at Church Gate House, Brafferton. No objections from the Parish Council. Clerk to advise NYC.

15. To receive the following Planning Decisions/information

- 15.1. Planning Application ZB26/00123/FUL, replacing outbuilding for use as a gym and garages at Laurel Farm, Brafferton. No objections from the Parish Council – **granted**
- 15.2. Planning Application ZB26/00429/CAT, cherry blossom tree routine pruning at Alveley, 3 Birchwood Gardens, Brafferton. No objections from the Parish Council – **granted**
- 15.3. Planning Application ZB26/00520/FUL, constructing a conservatory at 2 Pritchett Drive, Brafferton. No objections from the Parish Council - **granted**.
- 15.4. Planning Application ZB25/01955/FUL, formation of off-street parking and retrospective application for construction of a dropped curb at 2 Chestnut Row, Raskelf Road. No objections from the Parish Council – **granted**.
- 15.5. 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 by North Yorkshire Council.
- 15.6. Planning Application ZB25/00954/FUL, proposed change of use of land for the siting of 24no holiday cabins (phase 2) at Brafferton Manor Farm, Brafferton Manor Station, Brafferton - awaiting decision by North Yorkshire Council.
- 15.7. 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.

16. Closing Matters

17. Matters for inclusion on the agenda for the next meeting – feedback from the parish workshops with NYC's Highways team on 2 June attended by Cllrs Denison, Horner and Darwin; Christmas tree arrangements; volunteering.
18. The date of the next Council meeting was confirmed as Wednesday 17 June 26