

BIGGIN PARISH COUNCIL
BIGGIN, SHERBURN IN ELMET, NORTH YORKSHIRE, LS25 6HJ

Minutes of the Annual Council Meeting – Wednesday 26th May 2021 at Church Fenton Village Hall.

The meeting opened at 6.55pm.

Residents attended: 1

Councillors present: Cllr Lamb, Chairman. Cllr Anderson, Vice Chairman. Cllr Hartley, Cllr Duncan,
Cllr Kaiper-Holmes.
Clerk, Georgina Ashton.

- (1) To elect the Chairman of the Council and to receive the Chairman's Declarations of Acceptance of Office
Resolution: Cllr Hartley is proposing Cllr Lamb as Chairman, seconded by Cllr Anderson.
- (2) To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office
Resolution: Cllr Anderson is proposing Cllr Kaiper-Holmes as Vice Chairman, seconded by Cllr Hartley.
- (3) To receive Apologies for absence
Cllr Duncan absent.
- (4) To receive any Declarations of Interest from Members
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Biggin Parish Council for Members and by the Localism Act 2011.
None
- (5) Public Participation Period
- (6) To approve the Minutes of the last meeting held on Wednesday 20th January 2021.
Resolution: agreed to propose the minutes of the last meeting as a true and accurate record.
- (7) To retrospectively appoint an Internal Auditor for 2020-2021.
Resolution: to retrospectively approve Child & Co as the Internal Auditor for the Council for 2020/2021.
- (8) RFO Finance Report – to approve the bank reconciliation up to 15 May 2021.
Current bank balance is £4,229.52 as at 14 May 2021. Three invoices to pay including Child & Co Internal Auditors, £60; Wages to Clerk totalling £162.90 and £151.20 to the Community Heartbeat Trust for the annual fee.
- (9) To approve the Annual Accounts for 2020/2021
 - a. To approve Section 1 – Annual Governance Statement for 2020/2021 for Biggin Parish Council.
Resolution: Council agreed to approve Section 1 of the AGAR for 2020/2021 for Biggin PC.
 - b. To approve Section 2 – Accounting Statements for 2020/2021 for Biggin Parish Council.
Resolution: Council agreed to approve Section 2 of the AGAR for 2020/2021 for Biggin PC.
 - c. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015.
Resolution: Council agreed to approve the publication of documents required by Accounts and Audit Regulations 2015 for Biggin Parish Council.
Resolution: Council agreed to approve the Certificate of Exemption – AGAR 2020/21, Part 2 for smaller authorities for Biggin Parish Council.
- (10) To review the Council Asset Register
The Council Asset Register totals £4,225.19.
- (11) Planning
 - a. S106 spend – Clerk distributed some suggestions for the S106 spend. Council agreed to meet on Saturday 29th May for a walk around the village to look at possible site locations for street furniture, signage, and planters etc.
- (12) Community Safety
Cllr Hartley has sourced the direct contact details for the NYCC Highways Dept to send in a report for a potential reduction in the speed limit to 30mph throughout the parish.

(13) Correspondence received

Clerk to put the C1267 code the defibrillator onto the notice board and provide to behind the bar at The Blacksmiths Arms. Cllr Anderson to put the code on the defib box.

(14) AOB – calendar of dates for 2021/2022

Meeting dates agreed as follows: Wednesday 7th July 2021, Wednesday 13th October 2021, Wednesday 12th January 2022, Wednesday 6th April 2022.

(15) Date of next meeting – Wednesday 7th July 2021

The meeting closed at 7.23pm