

BIGGIN PARISH COUNCIL

Biggin, Sherburn in Elmet, North Yorkshire, LS25 6HJ

Minutes of the Ordinary Council Meeting of Biggin Parish Council held at The Blacksmiths Arms, Oxmoor Lane, Biggin, LS25 6HJ held on Wednesday 18th June 2025.

The meeting opened at 6.34pm

Present: Cllr R Anderson (Chairman), Cllr V Earle, Cllr N Kaiper-Holmes, Cllr J Lamb and Georgina Ashton, Clerk to the Council. 3 members of the public present.

Minutes of Meeting

26/13 To receive Apologies for absence

Apologies received in advance of the meeting from Cllr Hartley.

Resolution: to approve the reasons for absence received in advance of the meeting from Cllr Hartley.

26/14 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 received

26/15 Public Participation Period

Resident 1 – raised some queries regarding the Appeals process and public attendance.

Resident 2 – a letter and conclusion of an FOI request from the Environment Agency has been received by a resident.

26/16 To approve the Minutes of the last meeting held on Wednesday 14th May 2025.

Resolution: to accept and approve as a true and accurate record the minutes of the last Annual Council meeting held on 14th May 2025.

26/17 RFO Finance Report

- a) To receive and note the Internal Auditor's report for the financial year end 31 March 2025 and to resolve any actions.

Noted – no outstanding issues or actions.

- b) To approve the Annual Governance and Accounting Return form 2, Certificate of Exemption to the External Auditors (PKF Littlejohn), signed by the RFO and the Chairman

Resolution: to approve the Annual Governance and Accounting Return form 2, Certificate of Exemption to the External Auditors (PKF Littlejohn), as duly signed by the RFO and the Chairman

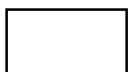
- c) To authorise the completion of Section 1 of the Annual Governance and Return Statement 2024/2025. To be completed, signed and dated by the Chairman and the RFO of the Council.

Resolution: to approve the completion of Section 1 of the Annual Governance and Return Statement 2024/2025. To be completed, signed and dated by the Chairman and the RFO of the Council.

- d) To authorise the completion of Section 2 of the Annual Governance and Return Statement 2024/2025. To be completed, signed and dated by the Chairman and the RFO of the Council.

Resolution: to approve the completion of Section 2 of the Annual Governance and Return Statement 2024/2025. To be completed, signed and dated by the Chairman and the RFO of the Council

- e) To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015. To confirm the dates for the Exercise of Public Rights.



Resolution: to approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and to confirm the dates for the Exercise of Public Rights.

f) Financial update from the Clerk, balance at bank – to 31 May 2025
£3,120.76 balance on 18th June 2025.

g) To approve the Bank Reconciliation and any payments
Internal Auditor Child & Co Chartered Accountants £66.00

26/18 Planning

- a. To consider any live planning applications in the Parish.
No further planning applications.
- b. Planning Appeal – by Hearing APP/U2750/C/25/3360459, Bridge House, Biggin update
Legal Counsel, Elana Kaymer KC appointed for the hearing date of Tuesday 15th and
Wednesday 16th July 2025. All interested parishioners and local residents are encouraged
and welcome to attend particularly on the first day of the Hearing. An agenda will be
published by the Planning Inspectorate the week ahead of the meeting. The PINs hearing
will take place at Selby Civic Centre in the Council chamber.

In terms of the resident communication regarding an FOI request made to the Environment
Agency, the proposal is for the parish council to write to the EA and express their concerns
in terms of their involvement and progression of the matter.

**Resolution: for the Clerk to write to the Environment Agency formally to ask for a
review of the case and matters pertaining to the FOI request made by a resident.**

26/19 To note and consider any updates in terms of Community Safety and village projects (Defibrillator
and Grass Cutting)

Cllr Anderson has provided an update on email of the defibrillator battery and electrode pads life.

**Resolution: to negotiate price with current resident regarding future grass cutting of the village
verges**

26/20 To note correspondence received not discussed on this agenda

26/21 To note the date of the next meeting – Agenda items for future meeting: Grass Cutting, Clerk's
contract of Employment, loan repayment to residents, S106 monies, Little Fenton Defibrillator (£1,850.00
+VAT), VAT reclaim. Date of the next meeting – Monday 29th September 6.30pm (Eversley Park Centre)

Chairman's Signature: _____

Date: _____

The meeting closed at 7.33pm

