

BIGGIN PARISH COUNCIL

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

Minutes of the Annual Council Meeting of Biggin Parish Council held at Barkston Ash Village Hall, Church Street, Barkston Ash on Thursday 21st May 2026

Present: Cllr V Earle, Cllr T Bowey, Cllr JC Lamb and Georgina Ashton, Parish Clerk.

In addition: 16 members of the press and public present throughout the meeting.

Minutes of meeting

The meeting opened at 6.32pm

27/01 To elect the Chairman of the Council and to receive the Declaration of Acceptance of Office
Within the representative number, none of the councillors present were prepared to put themselves forward to be elected Chairman for the municipal year. This will be rolled forward to the next meeting for discussion and vote.

Cllr Earle offered to chair the remainder of this meeting.

27/02 To elect the Vice Chairman and to receive the Declaration of Acceptance of Office
Resolution: for Cllr Earle to be elected as the Vice Chairman for the next municipal year 2026/2027 as duly proposed by Cllr Lamb and seconded by Cllr Bowey.

27/03 To receive Apologies for absence
none

27/04 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.
Cllr Bowey declared an interest in discussion around planning and enforcement at Bridge House.

27/05 Public Participation Period
No comments.
A discussion was held around the instruction of a solicitor with regard to the lack of progression of the enforcement notices at Bridge House, Biggin.

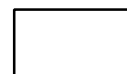
It was suggested by the Clerk and the Council that in the first instance residents lobby both the local County Councillor and the local MP, Alec Shelbrooke.

Contact details for Cllr Andrew Lee and Alec Shelbrooke MP.

cllr.andrew.lee@northyorks.gov.uk and alec.shelbrooke.mp@parliament.uk

27/06 To approve the Minutes of the last meeting held on Wednesday 21st January 2026
Resolution: to approve the minutes of the last meeting held on Wednesday 21st January 2026 as a true and accurate record.

27/07 RFO Finance Report
a) To receive and note the Internal Auditor's report for the financial year end 31 March 2026 and to resolve any actions.



Resolution: to receive and note the Internal Auditor's report for the financial year end to 31 March 2026.

- 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 (including to authorise the completion of Sections 1 and 2 of the AGAR Statement 2025/26.

Resolution: to approve the Annual Governance and Accounting Return form 2 and the Certificate of Exemption to be returned to the External Auditors, PKF Littlejohn.

- c) 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 Exercise of Public Rights.

- d) Financial update from the Clerk, balance at bank – to 31 March 2025

The balance at bank at the end of the financial year 31 March 2026 was £5,249.40. The annual precept amount of £1,800 was received in April putting the balance at bank on 14th May 2026 at £7,039.42.

Resolution: to accept the balance at bank on 14th May 2026 as £7,039.42.

- e) To approve the Bank Reconciliation and any payments

YLCA	Annual Subscription	£71.00
Child & Co Accountants	Internal Audit Fee	£66.00
Barkston Ash Village Hall	Hire fee	£35.00

Resolution: to approve the payments as outlined above.

27/08 Planning

- a. To consider any live planning applications in the Parish.
Grange Farm, Biggin yet to be determined.

- b. Planning Enforcement update at Bridge House, Biggin

Communication received from Planning Enforcement team at North Yorkshire Council

The Enforcement Notice upheld by the Planning Inspectorate on 11 August 2025 requires compliance with the steps of the notice within set timescales.

Steps 1 – 3: Must be complied with within 12 months (by 11 August 2026); and

Step 4: Must be complied with within 14 months (by 11 October 2026)

Monitoring during the compliance period:

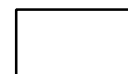
The Council has no lawful power to require compliance before the expiry of the compliance period. However, the site is subject to ongoing monitoring, including site visits and record keeping, to enable the Council to assess compliance at the appropriate time. While residents may not yet observe physical changes, the owner is entitled to use the full compliance period granted by the Inspector.

Action if the notice is not complied with:

If, following the expiry of the compliance period, the requirements of the notice have not been met, failure to comply would constitute a criminal offence. In those circumstances, the Council would consider formal action, which may include prosecution or other legal measures, having regard to legal advice, proportionality, and wider statutory duties.

Future compliance and how the Council will investigate breaches:

Once the Enforcement Notice has been complied with, the land may only be used in accordance with planning permission ref: 2020/1205/COU, including all its conditions and limitations.



It is important to clarify that the Council does not routinely or proactively monitor land for compliance with planning control. Planning enforcement is a reactive service, and investigations are normally undertaken in response to allegations or complaints of a potential breach of planning control.

If the Council receives information suggesting the land is being used in a way that does not accord with the planning permission – for example, if unauthorised residential occupation were to resume – this would be assessed and, where appropriate, investigated by the Planning Enforcement Team. Any identified breaches would then be considered on their individual merits and dealt with in line with the Council’s enforcement policies and available statutory powers.

- c. Planning Decisions - ZG2025/0078/CPE – Lawful Development Certificate for the existing use of two buildings for the repair and maintenance of vehicles/Caravans/Campers and ancillary storage (Use Class B2 and B8) – Bridge House, Biggin. REFUSED at Appeal.

Planning decision – 28 April 2026, notification of disposal of the Blacksmiths Arms Biggin and removal from the list – listed Asset of Community Value.

- d. To finalise any further S106 expenditure

Resolution: to continue the proposal of purchasing and planting trees. For Cllr Bowey to contact the local resident to discuss the costings

Resolution: for Cllr Earle to research the cost of a bench and installation to spend some of the remaining section 106 funds.

Cllr Bowey declared an interest.

Cllr Earle and Cllr Lamb would like to re-nominate the pub as an Asset of Community Value. The clerk asked if anyone was prepared to give contact details of the new owner but no name or contact details were forthcoming. This information needs to be placed onto the application form. Cllr Bowey offered to try and source this information before the next meeting of the Council.

Resolution: for the Clerk to prepare an application for an Asset of Community Value to North Yorkshire Council for discussion at the next meeting.

27/09 Community Safety and village projects

- a) Defibrillator report – new Councillor/resident to take over the “guardianship” of the Defibrillator. Jason Wills and Andy Kelly offered to be the contact for the guardianship of the defibrillator.

27/10 Correspondence received not discussed on this agenda

Walker Morris request – a small number of residents have written to the Clerk requesting for the Parish Council to instruct Walker Morris with regard to the ongoing enforcement activities at Bridge House. Complaint from resident – to note receipt of a complaint from a vexatious complainant and this has been recorded with the police.

27/11 AOB – calendar of dates for 2025-2026 and to note the date of the next meeting

Wednesday 9th September 2026 (if possible a further meeting to consider the Asset of Community Value re-submission)

The meeting closed at 7.24pm

Chairman’s signature:

Date:

