

BURTON AGNES PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF BURTON AGNES PARISH COUNCIL HELD IN BURTON AGNES SPORTS CLUB ON MONDAY 19 MAY 2025 AT 19:00PM

Present: Cllrs: L. Sellers (Chair), G. Cossins, C. Palmer, C.Hill.

In attendance: S. Todd (Clerk), D. Howard (Ward Councillor), 2 Members of the Public.

	ACTIONS
<p>1. ELECTION OF CHAIR AND VICE-CHAIR</p> <p>1.1 RESOLVED: Cllr. Cossins proposed that Cllr. Sellers continues as Chair for the forthcoming year, Cllr. Palmer seconded, all in favour. The Chair signed the Declaration of Acceptance.</p> <p>1.2 RESOLVED: Cllr. Sellers proposed Cllr. Cossins as Vice-Chair, Cllr. Hill seconded, all in favour.</p> <p>2. APOLOGIES Apologies were noted from: Cllr. K. Cope</p> <p>3. DECLARATIONS OF INTEREST No declarations of interest received.</p> <p>4. APPROVAL OF MINUTES</p> <p>4.1 RESOLVED: The minutes of the Parish Council Meeting held on the 18 March 2025 are signed as a true record of the meeting's decisions. All in favour.</p> <p>4.2 RESOLVED: The minutes of the Extraordinary Parish Council Meeting held on the 28 April 2025 are signed as a true record of the meeting's decisions. All in favour.</p> <p>5. PLANNING</p> <p>5.1 Planning Applications:</p> <p>5.1.1 25/01202/TCA – BURTON AGNES CONSERVATION AREA – Crown reduce 1 no. Lime tree (T1) by reducing limbs overhanging children's play equipment by 3-5 metres; Crown reduce 1 no. Sycamore tree (T2) by reducing limbs overhanging children's play equipment by 4 metres; Fell 1 no. Ash tree (T3) due to extensive basal decay and ash die-back disease at Burton Agnes Hall, Hall Road, Burton Agnes, for Mr Jeremy Palmer. Circulated via email 12/05/2025. Comments deadline 22/05/2025. RESOLVED: Application was noted by council, no comments to submit.</p> <p>5.1.2 No further applications were received between the publishing of the agenda and the meeting.</p> <p>5.2 Planning Decisions, Appeals and Updates:</p> <p>5.2.1 No planning decisions, appeals or updates were received between the publishing of the agenda and the meeting.</p>	

<p>6. FINANCE</p> <p>6.1 Approval of Accounts</p> <p>6.1.1 RESOLVED: The financial statements, including payments and receipts lists, bank statements and bank reconciliation, were presented and approved.</p> <p>6.1.2 RESOLVED: Cllr. Sellers proposed to transfer £1,000.00 to Earmarked Reserves for works at the Play Park, all in favour.</p> <p>6.1.3 RESOLVED: The Asset Register was presented and received approval accompanied by a recommendation to examine all items in the near future.</p> <p>6.1.4 RESOLVED: There were no changes to bank signatories however, it was agreed that all payment approvals must be authorised by two individuals moving forward.</p> <p>6.2 Approval of Annual Governance and Accountability Return 2024/2025</p> <p>6.2.1 RESOLVED: The Certificate of Exemption was presented and approved for signing by the Chair and RFO.</p> <p>6.2.2 RESOLVED: The Annual Internal Audit Report was presented and approved. Recommendations were noted and will be reviewed at the next Budget Meeting.</p> <p>6.2.3 RESOLVED: The Annual Governance Statement was presented and approved for signing by the Chair and RFO.</p> <p>6.2.4 RESOLVED: The Accounting Statements were presented and approved for signing by the Chair.</p> <p>6.2.5 RESOLVED: The Explanation of Variances was presented and approved.</p> <p>6.2.6 RESOLVED: The Bank Reconciliation was presented and approved for signing by the Chair and RFO.</p> <p>6.2.7 RESOLVED: The Notice of Period of Exercise of Public Rights was presented and approved for commencement on Tuesday 3 June 2025 until Monday 14 July 2025.</p> <p>6.3 SLCC Membership Renewal RESOLVED: The membership renewal of £34.20 was approved.</p> <p>6.4 Payroll Services The payroll provider's increase of £3.00 per quarter was noted.</p> <p>6.5 New Contact Number The new contact number for Burton Agnes Parish Council is 07921 852217 and was noted.</p>	<p>Clerk</p>
<p>7. REVIEW OF THE ORGANISATION AND PROCEDURES OF THE COUNCIL</p> <p>To defer to next meeting once policies are obtained for review.</p>	
<p>8. PLAY PARK REPAIRS AND REFURBISHMENT</p> <p>RESOLVED: Recent Play Park Inspection to be reviewed to assess spares required and obtain quotes.</p> <p>Clerk to contact Ridge Clean Energy to enquire if funds are available towards refurbishment and upgrading of the play park.</p>	<p>C. Hill</p> <p>Clerk</p>
<p>9. MOVING OF BENCH AND LITTER BIN IN GRANSMOOR</p> <p>Cllr. Palmer would like the matter to be revisited. Cllr. Howard offered to follow up with Cllr. Bibb.</p>	<p>Cllr. Howard</p>

<p>10. RUDSTON ROAD STREET LIGHTS Cllr. Palmer advised that the last communication from ERYC advised they were attempting to contact the owners of a property before proceeding. Cllr. Howard offered to follow up with ERYC.</p>	Cllr. Howard
<p>11. BURTON AGNES DEFIBRILLATOR Cllr. Palmer suggested that the information on The Circuit for the guardians of Burton Agnes Defibrillator should be updated. Clerk to contact Clive Neale for further information.</p>	Clerk
<p>12. EMAILS RECEIVED AND FORWARDED TO COUNCILLORS The list of emails forwarded to Councillors was duly noted.</p>	
<p>13. DATE AND TIME OF NEXT MEETING Monday 21 July 2025, 7pm at Burton Agnes Sports Club There being no further business to discuss, the meeting closed at 8.06pm.</p>	