

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 To defer to next meeting once policies are obtained for review.</p>	
<p>8. PLAY PARK REPAIRS AND REFURBISHMENT RESOLVED: Recent Play Park Inspection to be reviewed to assess spares required and obtain quotes. 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 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> <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> <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</p> <p>There being no further business to discuss, the meeting closed at 8.06pm.</p>	<p>Cllr. Howard</p> <p>Clerk</p>
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