

Clerk & Finance Officer: Mrs F M A Farman
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OFFICIAL NOTICE OF FAIRBURN PARISH COUNCIL MEETING AND AGENDA
TO BE HELD ON WEDS. 17th APRIL, 2019, 18:30 IN FAIRBURN COMMUNITY CENTRE

Dear Parish Councillor,

You are hereby summoned to attend a meeting of Fairburn Parish Council on Weds 17-04-2019 at 18:30 in Fairburn Community Centre. If you are unable to attend please send your apologies, giving reasons for your absence, to the clerk at least three clear days in advance of the meeting.

Mary Farman

8th April 2019

Meetings are open to the press and public except for any item labelled as Part 2 under the Public Bodies (Admission to Meetings) Act 1960 amended by the Local Government Act 1972 section 100

Press and public may not speak when the council is in progress; when councillors are discussing

Council business; when councillors are in the process of decision making.

Any parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Parish Council. These concerns and questions **must** be written and received by the Clerk at

least **5 working days before the meeting**

- **Decisions cannot be made at this meeting on items not on the agenda other than items designated as**

'On-going issues' on the agenda meeting.

Listeners' comments on agenda items only will be taken during the Public Forum at agenda item **041902** before the council meeting begins. **Councillors must not engage in discussion with public and must not answer any questions.**

Comments relating to the **agenda** will be taken first; the **time** for this will be restricted to **15 mins**

Listeners may also speak at agenda item **041918** at the end of the meeting for information only.

Councillors are reminded to declare any interest in any agenda items not already covered in their submitted

declarations of pecuniary interests

Clerk to make note of number of parishioners attending the meeting.

Councillors, clerk, press, other officers and public to sign attendance book.

041901. Welcome:

- Chairman to welcome all present to the meeting.
- Sam Hutchinson to address the parish council on PCC issues and take questions from parish Cllrs only.

041902. Public Forum:

- Council to receive comments on agenda items or matters of community interest/concern

from electors present. *(For information only. Clerk to take notes for future reference. **Cllrs must not join in any discussion and must not answer any questions unless the chairman decides otherwise.**)*

- ii. Council to receive written, hard copy or email, correspondence from residents.

Agenda Items

041903. Apologies:

- To receive members' apologies and reasons for absence; consider and **resolve** whether to accept reasons

041904. Minutes of 20 March 2019 Council Meeting:

To discuss and **resolve** whether to accept the minutes of 20 March as an accurate record of the meeting.

041905 Signing of minutes – Chairman to **sign** the minutes of 20 March if **accepted**.

041906 Reports - Council to receive reports from:

Chairman
County Councillor
District Councillor
Police
CEF
Lorry watch
Any other representatives – any update on village meeting/volunteer helpers etc

041907 Finances – RFO to report on closing balances and recent payments

a) Current balances

Community account as at 26th March 2019; statement no. 86 - £20,025.56. This includes the carry

forward reserve of £17,890.91. Councils are advised to keep a reserve of one to one and a half times the precept.)

Actual precept for 2018-19 - £11,950.94 plus support grant - £322.88 = £12,273.82

Councillors, please remember that there will be no more support grant from 2020!

Expenditure to 26.03.2019 is £10,514.66, leaving £1,436.28 to carry forward to the new financial year

At this rate the PC is not going to be able to carry forward the advised contingency of one to one and a half times the precept!

b) Payments made since the March meeting

£ 35.00 – ICO direct debit

£2,071.87 – SDC; 9/12th of annual grounds maintenance. VAT£345.31; actual cost £1,726.56

£ 270.40 – HMRC clerk's PAYE

c) Payment requests received at agenda preparation

£11.50 – Cllr AP expenses for bronze cleaning; VAT £0.42; actual cost £11.08

£47.00 – Payroll services for Jan, Feb & March

£48.00 – rent for room hire; Jan, Feb & March

£299.00 – YLCA membership for 01-04-2019 to 31-03.2020

- d) Payment requests received after agenda distribution
- e) Payments received – none received at agenda distribution
- f) Acceptance of report – council to **resolve** whether to accept the report
- g) External audit – council to discuss and **resolve** whether to sign exempt certificate.

041908. S106 money

- Council to receive any further progress report re benches and **resolve** any necessary action

041909. Affordable Housing

- Council to discuss information from L McQuade and **resolve** any action

041910. Celebration Garden

- Council to receive information re progress made in re-siting the bronze and **resolve** any necessary action

041911. Election

- Council to discuss current situation and **resolve** action re co-option

041912. CIL money

- Council to discuss possible use of CIL money and **resolve** any possible action

041913. Tythe House

- Council to receive any update re problems at Tythe House and, if necessary, **resolve** any further action

041914. Speeding

- Council to receive any update on progress re solar speed signs/speed gun and **resolve** any further action

041915. The Cragg

- Council to receive any further information re progress with resolving rock fall problem and **resolve** any possible action

041916. Correspondence received since last meeting

E-mails from YLCA – forwarded to Cllrs
 SDC – various emails forwarded to Cllrs
 SDC – weekly planning list emailed to Cllrs
 External audit forms – forwarded to Cllrs
 Email re PCC support – forwarded to Cllrs
 Email re uncontested PC election – forwarded to Cllrs
 Room hire request – forwarded to Cllrs

041917. Action taken by the clerk since the last meeting

Internal auditor contacted – agreed to carry out 2018-19 internal audit
 Nomination papers x 4 taken into SDC
 Various emails read, dealt with and forwarded to Cllrs.
 S106 request form2 submitted to SDC
 Preferred bench provider contacted re cost

Direct debit re ICO payment set up
NYCC re-contacted about faulty street lights
NYCC contacted about possible need to replace 4 x parish lights
NYCC and County Cllr contacted re rock fall at The Cragg
Grounds maintenance contract renewed for another year – agreement by email

- 041918.** a) **Councillors' Forum** - to take and note any points of immediate interest from councillors.
No decisions may be taken on any items raised here unless the chairman decides otherwise.
b) **Items for the next agenda** - to take suggestions for urgent items for inclusion on the next agenda

041920. To receive any further comments from public present. *For Information only, Cllrs must not join in. The clerk is to note comments which may be included in the next agenda*

041921. To confirm date, time and place of next meeting

- This will be the annual meeting of the council at which all Cllrs will have to sign acceptance of office and declaration of interests and elect a chairman and vice-chairman.
- The meeting is usually preceded by the annual parish meeting, convened by the chairman and at which the chairman give the report of what the council has achieved over the past year.

041922. Closure of meeting

signed: F M A Farman. Clerk. Date: 8th April 2019

Ongoing Issues – decisions may be taken on any of the below items if council deems necessary

Flooding;
Siting of pedestrian crossing on A1246;
Allotments
Rock fall at The Cragg
Parking
Speeding