

Chairman: Cllr M A Pound

Clerk & Finance Officer: Mrs F M A Farman

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**MINUTES OF FAIRBURN PARISH COUNCIL MEETING HELD ON WEDS. 17th APRIL, 2019, 18:30 IN
FAIRBURN COMMUNITY CENTRE**

Present: Cllrs A Pound; S Hawking; J Lucock; R Halls; S Hutchinson-PCC
Clerk – M Farman. Assistant Clerk – R Farman. 2 members of the public
All present signed the attendance book

041901. Welcome:

- i. The chairman welcomed all present to the meeting.
- ii. Sam Hutchinson addressed the parish council on PCC issues, answered questions from Cllrs and made notes of village events, concerns and issues.
SH was thanked for his time and for listening to concerns and left the meeting at 19:00.

041902. Public Forum:

- i. Comments on agenda items or matters of community interest/concern from electors present.
 - Issues re Tythe House have calmed down recently
- ii. Written, hard copy or email, correspondence from residents.
 - E-mail received re extra parking plans and uncontested election – this was discussed and the Chairman is to reply.

041903. Apologies:

- Apologies and reasons for absence were received from Cllr RS; members considered and **resolved** to accept the reasons given and thanked Cllr JL for visiting Cllr RS.
- Apologies were received from SDC Cllr BS

041904. Minutes of 20 March 2019 Council Meeting:

Council discussed and **resolved** to accept the minutes of 20 March as an accurate record of the meeting.

041905 Signing of minutes

- The Chairman **signed** the **accepted** minutes of 20 March,

041906 Reports - Council to receive reports from:

Chairman

The bronze is in its new place; Cllrs expressed their satisfaction.

The hedge overhanging the Green Gym is to be cut back on the Green Gym side to enable use of the equipment. The cost is £50. **Resolved** that this will be deducted from the donation towards the Church/graveyard upkeep.

The Chairman will contact HF again about the rock fall if no progress has been made within the next two weeks.

County Councillor – no report

District Councillor – report re current situation at the rock fall

Police – no report

CEF – next meeting is at Burton Salmon on 21st May

Lorry watch – no report

Any other representatives – nothing to report.

041907 Finances – RFO’s 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

Cheque no.

£ 35.00 – ICO direct debit

D.D.

£2,071.87 – SDC; 9/12th 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

£ 96.36 – npower – street lights April-May 2018

£756.89 – npower – street lights June 2018-March 2019

£389.56 – Clerking; April

£650.00 – bronze repair & re-siting

£ 50.00 – hedge trimming at Green Gym

£450.00 – donation to church/graveyard maintenance; amended at 041906

e) Payments received – none received at agenda distribution

f) £1,772.99 – 1st half of S106 money for village seats

g) Acceptance of report – council **resolved** to accept the report

h) External audit – council discussed and **resolved** to sign the exempt certificate
– council completed the governance form

041908. S106 money

- The order has been placed along with photographs and site plan. No start date as yet.

041909. Affordable Housing

- Council discussed the information from L McQuade and **resolved** that the clerk makes contact and requests

that a survey re needs is carried out

041910. Celebration Garden

- The bronze is now in situ. Council discussed and **resolved** to have low growing lavender in front of the bronze

041911. Election

- Council discussed the current situation and **resolved** to advertise the vacancies for co-option.

041912. CIL money

- Council discussed possible use of CIL money and **resolved** to leave any decision until the cost of parish lights replacement is known.

041913. Tythe House

- Council received information from SDC Cllr BS re problems at Tythe House, noted that all seemed to have settled down at the moment and **resolved** to keep an eye on the situation.

041914. Speeding

- No further progress to report.

041915. The Cragg

- Council received further information from Highways re progress with resolving rock fall problem and **resolved** That the Chairman contact HF if nothing has been heard within the next two weeks.

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

Query re possibility of removing the old A1 direction sign

b) Items for the next agenda

- Election of Chairman
- Acceptance of office and declarations of interest by all councillors
- Review and acceptance of Standing Orders and Financial Regulations
- Check accuracy and accept EoY Financial statements and bank reconciliation

041920. To receive any further comments from public present.

No further comments

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

- Council **resolved** to hold the council's annual meeting on: **Weds 22nd May at 18:30** in the **Community Centre.**
- Council **resolved** to hold the annual parish meeting on: **Weds 22nd May at 19:00** in the **Community Centre.**

041922. Closure of meeting

- The meeting closed at 20:00

Signed: **Chairman.** **Date:** **2019**

Action points from the meeting

- Chairman – reply to e-mail from resident
- Chairman – contact HF if no progress on rock fall within two weeks
- Clerk – writ to PCC explaining reason for reduced donation
- Clerk – contact npower re electricity contract
- Clerk – contact Atkinsons re start date for benches
- Clerk – Contact L McQ re affordable housing survey
- Clerk – contact Selby team re police report/presence at PC meetings when contact details received.