

# FAIRBURN PARISH COUNCIL

Chairman: Cllr Mr A Pound

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF

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## MINUTES OF FAIRBURN PARISH COUNCIL ANNUAL MEETING HELD ON WEDS. 22 MAY 2019 AT 19:00 IN FAIRBURN COMMUNITY CENTRE

**Present:** Cllrs A Pound; S Hawking; R Stephenson; J Lucock; R Halls. Clerk – M Farman. Asst Clerk – R Farman;

SDC Cllr E Jordan; NYCC Cllr C Pearson. PCSO D Woods (19:25). 3 members of the public.

### **051901. Election of Chairman:**

Cllr A Pound was proposed, seconded and unanimously elected as Chairman.

The chairman signed the acceptance of office which was witnessed and signed by the clerk

The chairman welcomed members of the newly elected council.

### **051902. Acceptance of office and co-option.**

Councillors signed their acceptance of office, witnessed and signed by the clerk

Councillors received two co-option applications; the applicants withdrew from the meeting;

council discussed the applications and **resolved** to co-opt both onto the parish council.

The newly co-opted members received and signed acceptance of office and declarations of interest,

witnessed by the clerk.

### **051903. Election of Vice-chairman:**

Councillors **resolved** to elect a vice-chairman for the year. Cllr S Hawking was proposed,

seconded and

unanimously elected.

The vice-chairman signed the acceptance of office which was witnessed and signed by the clerk.

### **051904. Public Forum:**

The chairman welcomed residents present at the meeting.

Concerns raised – problems with Tythe House are still continuing

Written/e-mailed letters sent to the clerk – 14 attendees at the youth club; concern raised about faulty street lights and the state of footways.

### **051905. Apologies:**

All members present

### **051906. Minutes of 17 April 2019 Council Meeting:**

Council discussed and **resolved** to accept the minutes of 17 April as an accurate record.

**051906. Signing of minutes:**

The chairman signed the accepted minutes.

**051908. Committees:**

Council **resolved** not to form any committees.

**051909. Outside Bodies and council responsibilities:**

Council to **resolve** whether to appoint the following representatives:

- YLCA – Cllr J Lucock; the clerk
- CEF – Cllr R Stephenson
- Ferrybridge Power Station Liaison Committee – Cllr R Stephenson
- Lorrywatch – Cllr R Stephenson
- Defibrillator – Cllr R Halls
- Website – Cllr R Halls
- Posting of agendas and minutes – Cllr S Hawking
- Newsletter – Cllr A Pound

**051910. Council to receive reports from:**

Chairman – as per parish meeting

County Councillor – NYCC AGM – chairman and vice-chairman elected; investigations re the rock fall at

The Crag are continuing.

District Councillor – no report

Other Officers – no report

Police – PCSO Woods is hoping to attend

Lorry Watch – no reports received

CEF – the recent meeting focussed on problems with fly tipping and waste and the need to report any

Incidents. The re-cycling changes are to go out to consultation next month.

Other representatives – no reports

**051911. RFO's report on closing balances; recent payments and payments to be made**

a) Current balances

Community Account balance as at: 26 April 2019, statement no. 87: £17,541.21

b) Payment requests received at agenda preparation

Cheque no.

£235.74 – SDC grounds maintenance. VAT £39.29; actual cost £196.45 100386

£641.81 – Insurance 100387

c) Payment requests received after agenda distribution

i. £104.60 – Community Heartbeat Trust – actual cost £84.00; VAT £16.80  
100388

ii. £389.56 – Clerking, May  
100389

d) Payments received – none received

f) External Audit – Council received, check and **agreed** external audit accounting statements; bank reconciliation;

explanation of variances form; these were signed by the chairman.

**051912.** Council **resolved** to accept the report and make the payments as listed above. .

PCSO Woods arrived at this point. Council resolved to defer discussion on planning until after PCSO Woods' report:

**Police report.**

There have been three incidents in Fairburn since January

January 2<sup>nd</sup> – a shed at Caudle Hill was broken into

January 22<sup>nd</sup> – criminal damage to a field gate padlock and chain

April 18<sup>th</sup> – an automobile crime at Fairfield with £1,000 of equipment stolen

PCSO Woods invited questions/concerns – query raised re problems at Tythe House and quality of care.

query raised re parking problems; parking issues dealt with by civil enforcement officers from Harrogate

**051913. Planning**

Planning applications received – To discuss and resolve comments on applications received, including

any since agenda preparation.

2018/0409/HPA. Proposed one and a half storey side extension incorporating box dormer to rear and roof lights to front and single storey extension to rear at Manscross, 2 Cut Road

2019/0414/HPA. Amendments to proposed side and front extension and internal alterations and proposed boundary treatments.

Council discussed both applications and resolved to make no comment other than that materials should match existing ones

Planning decisions received. (*For information only*) – none received

Update on current planning issues. No updates

**051914. Rock Fall**

- Currently being tested by engineers re stability

**051915. Policies**

Council **resolved** to amend Standing Orders re making planning observations and to make no amendments to the current Financial Regulations

**051916. Green Gym**

Council discussed the current visual inspection rota and **resolved** to allocate the rota 2019-20 on a

monthly basis

**051917. Tythe House**

- Dealt with at public forum and with police

**051918 Correspondence received since last meeting:**

YLCA – emails forwarded to Cllrs

SDC – e-mails forwarded to Cllrs

Insurance quote – information e-mailed to Cllrs; on agenda for payment

Clerks and Council Direct – for circulation to Cllrs;

Electricity contract – clerk to report on result

SDC – election results

**051919. Action taken since last meeting.**

External audit forms completed  
Npower contacted re electricity contract  
SDC contacted re grass cutting  
Hedge cutter contacted re overgrown hedge at green gym

**051920. a) Councillors’ Forum**

Concern re non-appearance of gardener – clerk to contact.  
Question re arrangements for next volunteers meeting – letter to be sent to RH for website  
Offer from DS to further investigate land title - accepted

**b) Items for the next agenda**

Internal audit findings  
Rock fall

**051821. To receive any further comments from public present.** – No further comments

**051822. Dates, times and places of meetings for 2019-20**

The third Wednesday of each month, with one meeting in August and December. All meetings to start at 18:30 in the Fairburn Community Centre

**051823. Closure of meeting**

The meeting closed at 20:15

**Signed .....** Chairman.      **Date**  
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**Action points from the meeting**

- Chairman – deal with completion of bronze re-siting
- Chairman – e-mail volunteers letter to RH
  - CLlr JL – e-mail Ferrybridge report to clerk
  - CLlr RH – include volunteers letter on website
  - CLlr DS – check land title re allotments site
- Clerk – submit planning comments
- Clerk – contact Highways re footways
- Clerk – contact NYCC re faulty street lights
- Clerk – compile rota for Green Gym inspection and e-mail to CLlrs
- Clerk – E-mail amended Standing Orders to CLlrs
- Clerk – E-mail welcome pack to co-opted CLlrs
- Clerk take completed forms to SDC

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