

FAIRBURN PARISH COUNCIL

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF
fairburnparishcouncil@outlook.com; 01757 228 325

SUMMONS

Dear Parish Councillors,

You are hereby summoned to attend the meeting of Fairburn Parish Council on Wednesday 18th March 2020 at 18:30 in Fairburn Community Centre. If you are unable to attend please let the clerk know at least three clear days in advance of the meeting and give reasons for your absence.

OFFICIAL NOTICE OF FAIRBURN PARISH COUNCIL MEETING AND AGENDA TO BE HELD ON WEDS. 18 MARCH 2020 AT 18:30 IN FAIRBURN COMMUNITY CENTRE

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 and as amended by the 1972 Act.

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 **5 days before the meeting**.
- Listeners' comments will be taken at agenda item **032002**.
- **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 **032018** at the end of the meeting for information only.
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors are reminded to declare any interest in any agenda items not already registered
- Clerk to make note of names of parishioners attending the meeting.
- Councillors, clerk, public and press to sign attendance book.

Agenda items

032001. Welcome:

- i. Chairman to welcome all present to the meeting.
- ii. Chairmen to introduce Matthew Brown
- iii. Matthew to speak to members re Fairburn's perceived housing needs and **take questions from Cllrs.** re findings

032002. Public Forum.

- i. Council to receive comments on agenda items from electors present. *(For information only; clerk to take notes of comments, Councillors must not join in any discussion nor answer any questions)*
- ii. Council to receive any written/e-mailed letters sent to the clerk.

032003. Apologies:

- Council to receive apologies and reasons for absence from members; to discuss and resolve whether to accept the reasons given

032004. Minutes of 19 February 2020 council meeting:

- Council to discuss and **resolve** whether to accept minutes of 19 February as an accurate record.

032005. Signing of minutes:

- **Chairman** to sign minutes if accepted.

032006. Reports:

Council to receive reports from:

- i. Chairman
- ii. County Councillor
- iii. District Councillor
- iv. Other Officers
- v. Police – reports from NY Community Watch e-mailed to Cllrs
- vi. Lorry Watch
- vii. CEF
- viii. Other representatives – reports from any representatives not listed above

032007. RFO to report on closing balances; recent payments and payments to be made

- a) Current balances
 - Community Account balance as at: 26 February 2020, statement no. 97: £19,364.87
- b) Payments made between meeting Cheque no.
 - i. £235.74 – Grounds maintenance. VAT £39.29; actual cost £196.45. 100428
- c) Payment requests received at agenda preparation – none received
- d) Payment requests received after agenda distribution – council to receive and **resolve** payment
- e) Payments received – none received

032008. Council to resolve whether to accept the report, payments as listed and any others received.

032009. Internal Auditor

- Clerk to report on appointment of internal auditor.

032010. Planning

- a) Planning applications received – to discuss and resolve comments on applications received, including any since agenda preparation
- b) Planning decisions received – *(for information only)*

032011. Skate Park Sign:

- Council to discuss damaged Skate Park sign and **resolve** action.

032012. Volunteers:

- Update on any further progress and **resolve** any necessary action

032013. Correspondence received since last meeting:

- a) YLCA – emails forwarded to Cllrs

- b) SDC – e-mails forwarded to Cllrs
- c) Clerks and Councils Direct – for circulation
- d) SDC waste collection – info for circulation
- e) SDC local plan – info for circulation
- f) NYCC – info re A10 closure; e-mailed to Cllrs

032014. Action taken since last meeting.

- a) January payments dealt with
- b) Internal auditor contacted
- c) YLCA password re-sent to Cllrs
- d) Faulty street light reported
- e) E-mails read, sorted, sifted and relevant ones forwarded to Cllrs.
- f) Request from HSBC dealt with.

032015. a) Councillors' Forum - to take and note any points of immediate interest from councillors.

No decisions may be taken on any items raised here.

b) **Items for the next agenda** - to take suggestions for urgent items for inclusion on the next agenda

032016. To receive any further comments from public present. *Information only clerk to note comments*

032017. To confirm date, time and place of next meeting

032018. Closure of meeting

Signed: *F M A Farman.* Clerk to Fairburn Parish Council. **Date:** 9th March 2020

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

- Flooding
- Tythe House
- Parking
- Pedestrian crossing
- The Crag
- Grit