

FAIRBURN PARISH COUNCIL

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF
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RATIFICATION OF ACTIONS TAKEN AND DECISIONS MADE DURING COVID 19 PANDEMIC FROM JUNE 18th TO JULY 15th 2020

072001: Summary of actions and decisions ratified by e-mail by 15th July

- i. Members **resolved**, by e-mail, to accept the summary account of 15th July as an accurate record..
- ii. Signing of summary – to be delayed until the next actual council meeting.

072002. Public Comments.

- i. Clerk confirmed actions taken and decisions made on emails sent by electors re problems with HGV vehicle and rubbish/invasive weeds at Yks Water pumping station. (*previously e-mailed to Cllrs*)

072003. Training:

- Council accepted, by e-mail, report from Cllr JL on YLCA branch meeting

072004: RFO's report on closing balances; recent payments and payments to be made

- a) Current balances
 - Community Account balance as at: 26th June 2020, statement no. 101: £20,668.09
- b) Payments made between 9th June and 7th July Cheque no.
 - i. £284.00 – HMRC; Clerk's PAYE 100447
 - ii. £397.05 – Clerking – June 100448
 - iii. £241.40 – SDC grounds maintenance. VAT £40.23; actual cost £201.17 100449
 - iv. £ 60.24 – Payroll services; VAT £10.04; actual cost £50.20 (includes £12.55 discount) 100450
- c) Payment requests received after 7th July
 - i. £300.00 – Wall repair 100451
 - ii. £396.85 – Clerking – July 100452
- d) Payments received – none received by 15th July

072005. Acceptance of report:

- Council **resolved**, by e-mail, to accept the report and make the payments as listed above.

072006. Audit

- 2019-2020 forms and supporting documentation with the auditor

072006. Planning

- a) Planning applications received – none received
- b) Planning decisions received – none received (*for information only*)
- c) Approved developments – no breaches of conditions received from Cllrs

072007. Correspondence received since 17th June:

- a) YLCA – emails forwarded to Cllrs
- b) SDC – e-mails forwarded to Cllrs

- c) Clerks and Councils Direct – for circulation at next actual meeting
- d) Coronavirus information – forwarded to Cllrs
- e) NYCC police information – forwarded to Cllrs
- f) AVS – coronavirus info forwarded to Cllrs
- g) NYCC – correspondence re switching off parish lights between midnight and 5:30 am
- h) Rights of way – up-dated plan received and emailed to Cllrs
- i) Grass cutting – apologies re no cutting at Caudle Hill bank - rectified
- j) Sewage pumping station – ‘phone call from Yorkshire Water; to be dealt with
- k) Copies of reports sent re HGV transgressions received from Cllr RS
- l) Legal requirements re tree inspections – emailed to Cllrs

072008. Action taken since 17th June

- a) Letter sent to NYCC confirming switching off of parish lights between midnight and 5.30 am
- b) Accounts and procedures taken to auditor
- c) Up dated information re audit and corona virus sent to Cllrs
- d) E-mails read, sorted, sifted and relevant ones forwarded to Cllrs.
- e) Yorkshire Water contacted re problems at sewage pumping station
- f) Accounts up-dated and e-mailed to Cllrs
- g) Wall repaired and work checked

072009. Decisions made/actions taken since 17th June

- Cllrs **resolved** to ratify, by e-mail – decisions made and actions taken

072010. a) Councillors’ Forum

- Concern expressed re current state of The Celebration Garden and the ginnel
- Piece of damaged wall at the community centre reported and dealt with by Cllr JE

No decisions may be taken on any items raised here.

- b) **Items for the next agenda (September)** - none suggested

Signed: **Chairman. Date:**

Action points from the meeting

- Cllrs – check work done at the pumping station and report back to the clerk
- Clerk – check with auditor re progress on auditing accounts
- Clerk – seek estimates for replacing boundary fence at Skate Park
- Clerk – seek estimates for dealing with the Celebration Garden and the ginnel
- Clerk – contact Cllr CFP re possibility of grant
- Clerk – contact tree surgeon re inspecting trees at recreation ground