

# FAIRBURN PARISH COUNCIL

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

Dear Parish Councillors,

You are hereby summoned to attend the meeting of Fairburn Parish Council on Wednesday 16th September 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.16 SEPTEMBER 2019 AT 18:30 IN THE UPSTAIRS ROOM AT 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 **092002** before the council meeting begins.
- **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 **092018** 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

#### 092001. Welcome:

- i. Acting Chairman to welcome all present to the meeting.
- ii. Acting Chairman to ask for a minutes silence in memory of Cllr R Stephenson
- iii. Acting Chairman to formally inform all present of the resignation of Cllr A Pound, Chairman.
- iv. Cllrs to confirm previous decision that the current Vice-Chairman acts as Chairman until May 2021.

#### 092002. 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.

**092003. Apologies:**

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

**092004. Ratification Minutes of Period from 18 June to 15 July 2020:**

- Council to discuss and **resolve** whether to formally accept the previously emailed ratification minutes of 15 Jull as an accurate record of actions taken and decisions made by email during closure of the Community Centre..

**092005. Signing of minutes:**

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

**092006. Reports:**

**Council to receive reports from:**

- Chairman – resignation sent to clerk
- Acting Chairman
- County Councillor
- District Councillor – report emailed to clerk and forwarded to Cllrs
- Other Officers
- Police – Community Watch reports emailed to Cllrs
- Lorry Watch – copies of reports sent to clerk
- CEF
- Other representatives – reports from any representatives not listed above – Cllr SH re devolution Teams' meeting

**092007. RFO to report on closing balances; recent payments and payments to be made**

a) Current balances

- Community Account balance as at: 26 August 2020, statement no. 103: £19,144.20

b) Payments made since 25<sup>th</sup> July

	Cheque no.
i. £396.85 – Clerking – August	100454
ii. £ 85.00 – Internal Audit	100455
iii. £ 13.20 – Defibrillator pads etc. VAT £2.20; actual cost £11.00	100456
iv. £241.40 – SDC grounds maintenance; VAT £40.23; actual cost £201.17	100457

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 at agenda preparation – 2<sup>nd</sup> precept tranche, £6,900.00, due.

**092008. Council to resolve** whether to accept the report, payments as listed and any others received.

**092009. Audit**

- Accounts, policies and Procedures received back from the auditor – no problems, no action to be taken

**092010. Planning**

a) Planning applications received

- Application for development into green belt of electricity sub-station at Rawfield Lane. Discussed by email, reasons for objection emailed to and accepted by Cllrs, then sent to SDC.

- ii. Application for change of class use and conversion of single storey stables into a single storey 2 bedroom detached bungalow with double garage and entrance gates with brick wall, piers and driveway in field opposite electricity sub station at Rawfield Lane – Cllrs to discuss and **resolve** reply. Application no. 2020/0713/FUL.
- b) Planning decisions received. None received at agenda preparation
- c) Update on current planning issues. To receive any updates and, if necessary, **resolve** action

**092011. Housing needs findings**

- To discuss report and **resolve** any action

**092012. Celebration Garden and Ginnel**

1. To discuss recent inspection and cost of renovating Celebration Garden and ginnel and **resolve** action
2. To discuss possibility of plaque on bench in Celebration Garden in memory of Cllr R Stephenson and **resolve** action

**092013. Skate Park boundary fence.**

- To discuss cost and **resolve** action

**092014. Cricket Club request.**

- To discuss request to put picnic tables on recreation ground, emailed to Cllrs, and **resolve** reply

**092015. Trees on recreation field:**

- Clerk to report on any information received. Cllrs to **resolve** action if possible

**092016. Correspondence received since 16 July**

- a) YLCA – emails forwarded to Cllrs
- b) SDC – e-mails forwarded to Cllrs
- c) AVS emails re Coronavirus – emailed to Cllrs
- d) Clerks and Councils Direct – for circulation
- e) Information received re on-line meetings with YLCA and SDC – emailed to Cllrs
- f) Planning applications received – emailed to Cllrs
- g) Skate park boundary fence – cost received and emailed to Cllrs
- h) Renovation cost for Celebration garden and ginnel received and emailed to Cllrs

**092017. Action taken since last meeting.**

- a) Planning observations re electricity sub station sent to SDC
- b) Streetscape contacted re Skate Park boundary fence
- c) Contractors contacted and meeting arranged re Celebration Garden and Ginnel renovation
- d) Arranged for clearing up of Yks Water Board pumping station
- e) Cllr CFP contacted re possible grant – no reply at agenda preparation
- f) Tree surgeon contacted

**092018. 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

**101919. To receive any further comments from public present. *Information only clerk to note comments***

**101920. To confirm date, time and place of next meeting**

**101921. Closure of meeting**

**Signed: *F M A Farman.* Clerk to Fairburn Parish Council.    Date: 7<sup>th</sup> September 2020**

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

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