

# 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 Tuesday 20th October 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 TUESDAY 20<sup>TH</sup> OCTOBER 2020 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.**

**However, please see the first bullet point below.**

- Because of the current COVID situation electors may not attend this meeting. Any concerns or questions they may have with the Parish Council **must** be written and received by the Clerk, either by post or email, **5 days before the meeting**.
- Electors' comments will be taken at agenda item **102002** before the council meeting begins.
- **Comments** relating to the **agenda** will be taken first; the **time** for this will be restricted to **15 mins**
- 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 electors who have raised any concerns or questions.
- All present to sign the attendance book.

### Agenda items

#### **102001. Welcome:**

- i. Chairman to welcome all present to the meeting.

#### **102002. Public Forum.**

- i. Council to receive comments on agenda items received from electors. *(For information only; clerk to note comments for future meetings, Councillors must not discuss comments or answer any questions)*

#### **102003. Apologies:**

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

#### **102004. Acceptance of Minutes of 16 September 2020:**

- Council to discuss and **resolve** whether to formally accept the previously emailed minutes of 16 September as an accurate record of the meeting.

**102005. Signing of minutes:**

- Chairman to **sign** 16 September minutes if accepted.

**102006. Reports:**

**Council to receive reports from:**

- i. Chairman
- ii. County Councillor
- iii. District Councillor – report emailed to clerk and forwarded to Cllrs
- iv. Other Officers
- v. Police – Community Watch reports emailed to Cllrs
- vi. Lorry Watch – no report. Council to discuss and **agree** who is to take on this role.
- vii. CEF
- viii. Other representatives – reports from any representatives not listed above
  - a) Clerk – no applicants for election to the parish council. Council needs to co-opt two members.

**102007. RFO to report on closing balances; recent payments and payments to be made**

a) Current balances

- Community Account balance as at: 26<sup>th</sup> September 2020, statement no. 104: £18,407.75

b) Payments made since 16<sup>th</sup> September

	Cheque no.
i. £284.20 – HMRC – clerk’s PAYE	100459
ii. £397.05 – Clerking - Sept	100460
iii. £ 30.00 – YLCA – Cllr training GDPR x 2	100461
iv. £241.00 – SDC – Grounds maintenance, VAT £40.23; actual cost £201.17	100462
v. £168.60 – Skate Park & Green Gym inspections. VAT 28.10; actual cost £140.50	100463

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 – 2<sup>nd</sup> precept tranche, £6,900.00, received; banked on 2<sup>nd</sup> October.

**102008. Council to resolve** whether to accept the report, payments as listed and any others received.

**102009. Planning**

- a) Planning applications received. None received at agenda distribution. Council to discuss and **resolve** observations on any received after agenda distribution.
- b) Planning decisions received. None received at agenda preparation
- c) Update on current planning issues. To receive any updates and, if necessary, **resolve** action

**102010. Laurel hedge**

- To discuss current state and **resolve** any action

**102011. Remembrance Sunday**

- To discuss possibility of having a service and **resolve** action

**102012. Skate Park and Green Gym.**

- To discuss annual RoSPA inspection findings and **resolve** action

**102013. Community Centre request re cricket Club.**

- To discuss request re formalising the current situation, emailed to Cllrs, and **resolve** reply

**102014. Correspondence received since 16 July**

- YLCA – emails forwarded to Cllrs
- SDC – e-mails forwarded to Cllrs
- AVS emails re Coronavirus – put in folder
- Clerks and Councils Direct – for circulation
- Information received re on-line meetings with YLCA and SDC – emailed to Cllrs
- Planning applications received – emailed to Cllrs
- Skate park & green gym inspection reports received – emailed to Cllrs
- Confirmation of grant towards cost of creating a commemorative garden received – emailed to Cllrs
- Tree surgeon's report re condition of trees received along with cost of work – emailed to Cllrs; **agreed** by email

**102015. Action taken since last meeting.**

- Planning observations re electricity sub station sent to SDC
- Application for Locality Grant sent off to NYCC
- Contractors contacted and start agreed re Commemoration Garden
- Start date agreed re Ginnel renovation
- Tree surgeon contacted re start date
- Planning contacted re reports that development appears to have started at Rawfield Lane

**102016. a) Councillors' Forum**

- to take and note any points of immediate interest from councillors.

No decisions may be taken on any items raised here.

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

**102017. To confirm date, time and place of next meeting**

**101918. Closure of meeting**

**Signed:** *F M A Farman.* Clerk to Fairburn Parish Council.      **Date:** 12<sup>th</sup> October 2020

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

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