

FAIRBURN PARISH COUNCIL

Clerk & Finance Officer: Mr RW Farman, Apartment 7 Croft House, Spout Hill, Brighthouse,
HD6 3QY

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SUMMONS

Parish Councillors, You are hereby summoned to an ordinary meeting of Fairburn Parish Council on Tues 20th July 2021 starting at 19:00. If you are unable to join the meeting please let the clerk know at least three clear days in advance of the meeting giving reasons for your absence.

OFFICIAL NOTICE OF FAIRBURN PARISH COUNCIL MEETING AND AGENDA TO BE HELD ON TUES. 20th July 2021 STARTING AT 19:00

Meetings are usually 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 three bullet points below.

- Electors may comment on any agenda items or matters of concern/interest by either writing to the clerk, emailing the clerk or requesting a joining link from the clerk.
- Any concerns or questions electors 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 dealt with at agenda item **072102** before the council meeting begins.
- Any comments on the meeting may be made by electors joining the zoom session at agenda item **072117.**
- 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.
- Clerk to enter names of attendees in the attendance book.

Agenda items

072101. Welcome:

- i. Chairman to welcome all joining in the meeting.

072012. 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 question.

072103. Apologies:

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

072104. Acceptance of Minutes of 25th May 2021:

- Council to discuss and **resolve** whether to formally accept the minutes of 25th May meeting as an accurate record.

072105. Signing of minutes: Chairman to **sign** the minutes if accepted

072106. Reports – Council to receive reports from:

- i. Chairman
- ii. County Councillor
- iii. District Councillor
- iv. Other Officers
- v. Police – Community Watch reports emailed to Cllrs
- vi. Other representatives – reports from any representatives not listed above or training sessions attended

072107. RFO to report on closing balances; recent payments; payments to be made & any income received

a) Current balances

- Community Account balance as at: 26 April, statement no. 111, £21,166.86;

b) Payments made since last meeting

i. £380.00 – SG Parkin Landscapes	Invoice: 2575	cheque: 100496
ii. £594.84 – North Yorkshire County Council	Invoice: 230003520	cheque: 100497
iii. £511.68 – RW Farman	June Salary	cheque: 100499
iv. £315.40 – HM Revenue & Customs	Q1 Tax	cheque: 100500
v. £901.80 – npower Ltd – streetlighting	Invoice: IN00806231	cheque: 100498
vi. £656.05 – BHIB – insurance	Invoice: LCO00362	cheque: 100501

c) Payment requests received at agenda preparation –

i. £511.48 – RW Farman	July Salary
ii. 50.40 – Autela Payroll Services – Q1 charges	Invoice: 6310

d) Payment requests received after agenda distribution – council to receive and **resolve** payment:

e) Payments received – none received at agenda distribution.

072108. Council to resolve whether to accept the report, payments as listed and any others received.

072109. Planning

- a) Planning applications received. Council to discuss and **resolve** observations on applications received
2021/0618/MAN2
2021/0789/FULM
2021/0774/HPA
- b) Planning decisions received – 2021/0075/FUL - REFUSED
- c) Update on current planning issues. To receive any updates and, if necessary, **resolve** action

072110. Banking Mandate

- Council to discuss and **resolve**, if possible, amendments to the current banking mandate.

072111. Prospective Councillor

Council to discuss and **resolve**, if possible whether or not to co-opt Mr J Wilkinson as a prospective councillor

072112. Allotments

- To receive update on the provision of allotments in the parish and **resolve** action.

072113. General Grass Cutting.

- To discuss and **resolve** any actions to be taken.

072114. Children's Play Area

- Council to discuss the concerns raised via Facebook post of the state of the wall and **resolve**, if possible, what actions to be taken.

072115. Tree Planting

- Council to receive information regarding the school request to plant some trees around the village. Discuss and **resolve**, if possible, how to proceed.

072116. Office Software

- Council to receive information regarding Office Software and **resolve**, if possible, to purchase an annual subscription to Microsoft Office 365

072117. Correspondence received since last meeting

- YLCA – emails forwarded to Cllrs
- SDC – e-mails forwarded to Cllrs
- AVS – emails – put in folder
- Phone call to clerk from Planning Enforcement regarding residential property
- BHIB – insurance renewal confirmation
- Email request from villager to join council
- Lorry watch email
- NYCC – renewal of subsidised bus services
- Email – community centre meeting minutes
- Email from R Moore, Community Centre minutes
- HM Land Registry – Land ownership survey
- SDC – Tree Planting Survey
- Emails from councillors – re long grass
- Law & Governance Bulletin
- Land off A63
- Vehicle diversion
- SDC Selby Local Plan additional's
- Consultation on DfT statutory standards for Taxi and Private Hire vehicles

072118. Action taken by clerk since the last meeting

Familiarising with all council matters

Contacted Autela to advise of incorrect name on wage slip

Contacted Autela to resend payslip and gain access to portal system

072119. Comments on the meeting from electors

- Clerk to make notes – no discussion by Cllrs.

072120. Councillors' Forum - To take and note any points of immediate interest from councillors.

No decisions may be taken on any items raised here.

072121. Items for the next agenda - to take suggestions for urgent items for inclusion on the next agenda

072122. Date, time and place of next meeting **September 2021, 7pm, Community Centre**

072123. Closure of meeting

Signed: *RW Farman*. Clerk to Fairburn Parish Council. Date: 11th July 2021

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

- Flooding
- Tythe House
- Parking
- Pedestrian crossing/A1246
- The Cragg