

# FAIRBURN PARISH COUNCIL

Clerk & Finance Officer: Mr RW Farman, Apartment 7 Croft House, Spout Hill, Brighthouse,  
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## SUMMONS

- Parish Councillors, You are hereby summoned to an ordinary meeting of Fairburn Parish Council on Wednesday 16<sup>th</sup> February 2022 starting at 7pm. 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 WEDS 16<sup>th</sup> FEBRUARY 2022 STARTING AT 7pm**
- 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 or emailing 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 **022202** before the council meeting begins.
- Any comments on the meeting may be made by electors at agenda item **022213.**
- 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

### **022201. Welcome:**

- Chairman to welcome all joining in the meeting.

### **022202. Public Forum.**

- 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.*

### **022203. Apologies:**

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

### **022204. Acceptance of Minutes of 19<sup>th</sup> January 2022:**

- Council to discuss and **resolve** whether to formally accept the minutes of 16<sup>th</sup> January meeting as an accurate record.

**022205. Signing of minutes:** Chairman to **sign** the minutes if accepted

**022206. 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

**022207. RFO to report on closing balances; recent payments; payments to be made & any income received**

a) Current balances

- Community Account balance as at: 23 December 2021, statement no. 118, £24,461.32

b) Payments made since last meeting

c) Payment requests received at agenda preparation –

- i. £511.48 – RW Farman

February Salary

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

e) Payments received – None at time of agenda preparation

**022208. Council to resolve** whether to accept the report, payments as listed and any others received.

**022209. Planning**

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

**022210. Newsletter**

- Council to receive information regarding the village newsletter. Discuss and **resolve**, if possible, any actions to be taken.

**022211. Correspondence received since last meeting**

- a) YLCA – emails forwarded to Cllrs
- b) SDC – e-mails forwarded to Cllrs
- c) AVS – emails – put in folder
- d) SDC – Precept reminder
- e) Cllr Bedford re Lorry watch
- f) Cllrs Bedford & Wigglesworth confirming mandate authorisation.
- g) Cllr G Ashton – introducing as new District Councillor
- h) Democratic Services – email from Boundary Commission re consultation dates.
- i) J Edwards – advising CHBT of her resignation from responsibility for monitoring and reporting.
- j) R Moore – Community Centre Minutes

k) S Hoyles – availability of land to purchase for a self-build

**022212. Action taken by clerk since the last meeting**

Comments offered on planning applications as per minutes  
All cheques despatched  
Advised RoSPA Playsafe of cheque dispatch

**022213. Comments on the meeting from electors**

- Clerk to make notes – no discussion by Cllrs.

**022214. Councillors' Forum** - To take and note any points of immediate interest from councillors.

No decisions may be taken on any items raised here.

**022215. Items for the next agenda** - to take suggestions for urgent items for inclusion on the next agenda

**022216. Date, time and place of next meeting** 16<sup>th</sup> February 2022 7pm, Community Centre

**022217. Closure of meeting**

Signed: *RW Farman*. Clerk to Fairburn Parish Council. Date: 9<sup>th</sup> February 2022

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

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