

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 Wednesday 20th July 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 20th July 2022, IN THE COMMUNITY CENTRE, 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 **072202** before the council meeting begins.
- Any comments on the meeting may be made by electors at agenda item **072220.**
- 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

072201. Welcome:

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

072202. 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.

072203. Co-Option of Councillors

Council to receive co-option paperwork from prospective councillors, discuss and **resolve** whether to accept or not .

If accepted prospective councillors to complete the paperwork and clerk to counter sign.

Council to elect a chairman for the remainder of the financial year 2022/23

Chairman to sign acceptance of office paperwork, paperwork to be counter signed by the clerk.

072204 . Apologies:

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

072205. Acceptance of Minutes of 10th June 2022:

- Council to discuss and **resolve** whether to formally accept the minutes of 10th June meeting as an accurate record.

072206. Signing of minutes:

Chairman to **sign** the minutes if accepted

072207. Reports – Council to receive reports from:

- Chairman
- County Councillor
- District Councillor
- Other Officers
- Police – Community Watch reports held by clerk
- Other representatives – reports from any representatives not listed above or training sessions attended

072208. RFO to report on closing balances; recent payments; payments to be made & any income received

a) Current balances

- Community Account balance as at: 26 JUNE 2022, statement no. 124, £24,029.77

b) Payments made since last meeting

i.

c) Payment requests received at agenda preparation –

- | | |
|---|--------------------|
| i. £47.64 – NYCC street light repairs | Invoice: 230004016 |
| ii. £50.40 – Autela Payroll Services | Invoice: 8300 |
| iii. £380.00 – SG Parkin Landscapes | Invoice: 2793 |
| iv. £511.48 – RW Farman | Payroll (June) |
| vi. £511.48 – RW Farman | Payroll (July) |
| vii. £64.02 – Autela Payroll Services | Invoice: 9065 |
| viii. £45.00 – Fairburn Recreation Centre | Invoice: 22-070 |

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

e) Payments received – None at time of agenda preparation

072209. Council to resolve whether to accept the report, payments as listed and any others received.

072210. Planning

- Planning applications received. Council to discuss and **resolve** observations on applications received 2022/0618/FULM – land south of Silver Street 11 properties
- Planning decisions received
2021/1107/FUL GRANTED – land adjacent to Araslie Caudle Hill
- Update on current planning issues. To receive any updates and, if necessary, **resolve** action

072211. Allotments

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

072212. Outside Bodies

- Council to resolve who to appoint to outside bodies such as YLCA; Ferrybridge Liaison Committee; Fairburn Community Centre Committee etc.

072213. Responsibilities

- Council to **resolve** rota for visual inspections of green gym.
- Council to **resolve** who is to put notices in notice boards
- Council to **resolve** who is responsible for Lorry-watch
- Council to **resolve** who is responsible for Christmas lights
- Council to resolve who is responsible for the monthly inspection and reporting of the defib

072212. Annual Audit

Council to review audit paperwork, discuss and **resolve**, if possible, whether to accept or not.

072213. Grass Cutting Quotes

Council to receive quotes for additional grass cutting, discuss and resolve if possible which to accept.

072214. Community Funding

Council to receive information and **resolve**, if possible, how to proceed.

072215. Memorial Garden Plaque.

Council to receive update on the plaque and **resolve** any further actions.

072216. Green Gym

Council to receive update on green gym equipment and **resolve** any further actions.

072217. Potholes

Council to receive any information on the potholes throughout the village and **resolve** what actions to be taken.

072218. Correspondence received since last meeting

- a) YLCA – emails forwarded to Cllrs
- b) SDC – e-062210. Outside Bodies
- c) AVS – emails – put in folder
- d) Autela – payroll
- e) Fairburn Community Centre – Minutes
- f) Cllr Ashton – email from concerned resident regarding elderly lady
- g) Cllr J Edwards – email of village facebook page re Turners truck

072219. Action taken by clerk since the last meeting

Contacted Turners truck info from Cllr Edwards

Contacted NYCC Highways for grass cutting information

Contacted Parkins for quote to cut grass as per last meeting minutes

072220. Comments on the meeting from electors

- Clerk to make notes – no discussion by Cllrs.

072221. Councillors' Forum - To take and note any points of immediate interest from councillors.

No decisions may be taken on any items raised here.

072222. Items for the next agenda - to take suggestions for urgent items for inclusion on the next agenda

072223. Date, time and place of next meeting 21st September 2022 7pm, Community Centre

072224. Closure of meeting

Signed: *RW Farman*. Clerk to Fairburn Parish Council. Date: 18th July 2022 (amended)

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

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