

**OFFICIAL NOTICE OF
FAIRBURN PARISH COUNCIL**

Wednesday 26th October 2022, 7pm at Fairburn Community Centre,
North Road, Fairburn, North Yorkshire, WF11 9LA

SUMMONS

You are hereby summoned to an Ordinary meeting of Fairburn Parish Council on Wednesday 26th October 2022 starting at 7pm. Please see below the business to be transacted.

J Edwards

Chairman to the Council
Friday 21st October 2022

AGENDA

- 10/22/16** **Welcome & Public participation period** - Council to receive comments on agenda items received from electors.
- 10/22/17** **Apologies**
i) Council to receive apologies and note reasons for absence from members;
ii) to consider to accept the reasons for absence.
- 10/22/18** **Declarations of Interest**
a) to receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted.
b) To consider any dispensation requests received.
- 10/22/19** **To consider the co-option of Councillors**
a) To consider applications from eligible councillors for the vacant seats on Fairburn Parish Council
b) To approve the co-option of eligible councillors for the vacant seats on Fairburn Parish Council and to receive the appropriate documentation
- 10/22/20** **To approve the minutes of the Ordinary Meeting held on 20th July 2022, the Extraordinary Meeting held on 27th July 2022 and the Ordinary Meeting held on 11th October 2022.**
- 10/22/21** **To receive reports from the following:**
a) County Councillor
b) District Councillor
c) Other Officers, Police / Neighbourhood Team and any other representatives
- 10/22/22** **To consider any Personnel matters**
a) To consider the appointment of a Proper Officer to the Council
b) To consider the appointment of a Clerk
- 10/22/23** **Finance**
a) RFO Finance Report – to approve the Bank reconciliation to 30 September and to note the budget monitor
b) Payments – to consider and approve the Schedule of Payments and invoices up to 21 October 2022.
c) To receive and note any updates to the bank mandate and administration of the bank account.
d) To consider an interim budget, note the Parish Precept date and any special 126 VAT reclaims.
e) To consider the retrospective appointment of an Internal Auditor.

- 10/22/24** **Finance – Annual Governance and Accountability Return (AGAR) 2021-2022**
- a) To note the Annual Internal Audit Report for 2021/22 included at page 3 of the Annual Governance and Accountability Return.
 - b) To approve Section 1 – Annual Governance Statement for 2021/22 for Fairburn Parish Council on page 4 of the Annual Governance and Accountability Return.
 - c) To approve Section 2 – Accounting Statements 2021/22 for Fairburn Parish Council on page 5 of the Annual Governance and Accountability Return.
 - d) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015.
- 10/22/25** **Items for the next agenda -** to take suggestions for agenda items. Adoption of Policies, Standing Orders, Financial Regulations, Asset Register, to review the List of Policies and approve an annual plan for policy making.
- 10/22/25** **Date of next meeting –** Wednesday 16th Nov 2022, 7pm at Fairburn Community Centre

Email: fairburnparishcouncil@outlook.com