

# MINUTES OF ORDINARY COUNCIL MEETING FAIRBURN PARISH COUNCIL

Wednesday 14<sup>th</sup> June 2023, 7pm at Fairburn Community Centre,  
North Road, Fairburn, North Yorkshire, WF11 9LA

*The meeting opened at 7pm*

Present: Cllr Edwards (Chairman), Cllr Kos, Cllr Baker, Cllr Robinson and Cllr Wigglesworth.  
5 members of the public.

## MINUTES

- 06/23/01 Welcome & Public participation period**  
Council to receive comments on agenda items, received from electors.
- Comments Received:
1. Grass cutting and sections that are not currently cut as they fall under the responsibility of North Yorkshire Council. Residents feel they would be better cut.  
**Action: To add to items for the future Highways meeting**
  3. A broken barrel on Caudle Hill.  
**Action: Cllr Wigglesworth to clear away**
  4. Graffiti at the skatepark was discussed. Cllr Kos confirmed that he has tried to clean it off.  
**Action: Cllr Baker to continue to monitor**
  5. A discussion around lorries using the A1246 through the village and the impact of the proposed new lorry park took place.  
**Action: To add to the list for the future Highways meeting.**
  6. The please drive carefully sign is not visible due to plants.  
**Action: Cllr Kos to relocate the planter**
  7. Public Rights of Way, specifically from Silver Street.  
**Action: Deferred to item 06/23/08a.**
  8. Plants for the village planters were discussed and a possible annual budget per planter for volunteers.  
**Action: Residents to source some prices/options for the July meeting.**
- 06/23/02 Apologies**  
i) Council to receive apologies and note reasons for absence  
**Apologies were received from Cllr Andrew Emery (work commitments)**  
ii) To consider accepting the reasons for absence  
**Resolution: To accept reasons.**
- 06/23/03 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.  
**No declarations of interests were received.**  
b) To consider any dispensation requests received.  
**No dispensation requests were received.**
- 06/23/04 To approve the minutes of the Annual & Ordinary Meeting held on 24<sup>th</sup> May 2023.**  
**Resolution: To approve and accept the minutes of the Annual & Ordinary Council meeting held on 24<sup>th</sup> May 2023 as a true and accurate record.**

06/23/05

**To consider the co-option of Councillors**

- a) To consider applications from eligible councillors for the vacant seats on Fairburn Parish Council

**No application having been received the item is deferred.**

- b) To approve the co-option of eligible councillors for the vacant seats on Fairburn Parish Council and to receive the appropriate documentation

**No application having been received the item is deferred.**

06/23/06

**To receive reports from the following:**

- a) County Councillor – **None in attendance**

- b) Proper Officer –

The proper officer provided an update:

**Unsafe outdoor gym cycle** – removed by Cllr Kos. **Public Rights of Way** – Still waiting for a response from NYC to the freedom of information request. **Boating and Camping on the Ings** – RSPB have confirmed that all the Ings lakes are within the SSSI and any activities taking place on them require a permit from Natural England. RSPB confirmed that camping is not allowed on the reserve area and that any should be reported to the Police on 101. **Lamppost Poppy/Tommy lights** – still chasing NYC contact. **Highways meeting** – chased NYC twice since the last meeting. **VAS Signs** – we have been advised that there is a delay to the manufacturing. To continue to chase an installation date. **Community Cafe** – the Chairman attended and read out the Chairmans report from the Annual Parish Assembly. **Grass Cutting** – unfortunately the bee orchids were also cut despite a Councillor meeting the contractor prior to show locations. Councillors have found some intact flowers at other locations.

**Resolution: Proper Officer to request updates from County Cllr Grogan on PROW issues, damaged wall near Wagon and Horses and alleged waste on Rawfield Lane near the substation.**

- c) Other Officers, Police / Neighbourhood Team and any other representatives – **None in attendance**

06/23/07

**Applications to be considered since the last meeting and acknowledged if date passed.**

a) **Decision Notices**

Status	Reference	Location	Description
Granted	2023/0090/HPA	The Old Garages, Caudle Hill, Fairburn	Two storey front extension and single storey side extension to existing property

b) **Application Notices**

Status	Reference	Location	Description

c) **Enforcement Issues.**

None received

06/23/08

**Highways & PROWs**

- a) To consider Public Rights of Way in the parish and to note any updates on public footpaths within the parish.

No updates were available as NYC have not yet responded to enquiries or a freedom of information request.

**Action: Parish Clerk to chase.**

- b) To consider any requirements for the upcoming meeting with representatives of NYC Highways.  
No updates were available as NYC have not provided any dates.  
**Action: Parish Clerk to chase.**
- c) To receive and consider any updates on the installation and of illuminated lamppost poppies.  
No updates were available as NYC have not yet responded  
**Action: Parish Clerk to chase.**

06/23/09

#### Staffing matters

- a) To consider a formal appraisal and review document  
**Resolution: To approve the formal appraisal and review document**

06/23/10

#### Community

- a) To consider a Parish Council representative to sit on the Community Centre Committee  
**Resolution: Not to appoint a Parish Council representative at this time, but to revisit at a later date, once the Parish Council is at full capacity.**
- b) To consider community projects for 23/24 and required budgets.  
Potential projects and areas within the village that need addressing:
- Slide for the skatepark.
  - Village Beacon.
  - Improving the bottom of the crag, possibly to include some shrubs.
  - Memorial – paving needs tidying and there is missing mortar. Would also benefit from a power wash.
  - Spindle needs some housekeeping.
  - Lengthsman and handyman (was discussed that would fall within PC existing budgets)
  - Poppy and Tommy lamppost lights
  - Village historical signs – poor and possibly unsafe condition of two. All five need maintenance or restoration.  
**Action: Parish Clerk to look into costs.**
  - The village school for improvements to the playground. (Resident informed the Parish Council that the school now have charitable status)  
**Action: Parish Clerk to look into the Parish Councils legal power to donate to the school.**
  - Forest School on the land near the Skate Park

06/23/11

#### Environment

- a) To discuss and consider the grass cutting contract/tender.  
The areas to be cut were agreed.  
**Resolution: Parish Clerk to amend the grass cutting specification/contract. To send the contract out to local contractors and obtain a minimum of three quotes for the next meeting.**  
**Parish Clerk to source daffodil bulb quotes for July's meeting.**
- b) To discuss and consider adoption of land adjacent to the skate park.  
The land belongs to Highways at NYC. County Cllr Grogan was looking into the Parish Council taking ownership of the land.  
**Resolution: Parish Clerk to seek an update from County Cllr Grogan. Cllr Kos to enquire with a contact, details of what will be required to put a forest school in place.**

06/23/12

#### Finance

- a) RFO Finance Report – to approve the Bank reconciliation for May 2023 and to note the budget monitor  
The bank balance was noted as £36,417.54 on the 26<sup>th</sup> May 2023.  
**Resolution: to approve the bank reconciliation as presented.**
- b) Payments – to consider and approve the Schedule of Payments and invoices up to 2<sup>nd</sup> June 2023 and any other invoices that come in prior to the meeting.  
**Resolution: To approve all submitted payments**

Reference	Description	Expenditure
#23-20	S G Parkin	£500.00
#23-21	Fairburn Recreation Centre	£24.00
#23-22	Currys - Laptop Recharge to Jill Edwards	£379.00
#23-23	Currys - Microsoft Office Recharge to Jill Edwards	£119.99
#23-24	Clerk Salary	£542.71

- c) To receive and note any updates to the bank mandate and administration of the bank account.  
**Resolution: To defer the item to a future meeting**

**06/23/13**      **Items for the next agenda** – none proposed

**06/23/14**      **Date of next meeting** – 19<sup>th</sup> July 2023, 7pm at Fairburn Community Centre

The meeting closed at 8.45pm

Signed,

Chairman: Cllr Jill Edwards

Date: 19<sup>th</sup> July, 2023