

**OFFICIAL NOTICE OF  
FAIRBURN PARISH COUNCIL**

Wednesday 25<sup>th</sup> October 2023, 7pm at Fairburn Community Centre,  
North Road, Fairburn, North Yorkshire, WF11 9LA

**SUMMONS**

You are hereby summoned to the Ordinary Parish Council meeting of Fairburn Parish Council on Wednesday 25<sup>th</sup> October 2023 starting at 7pm.  
Please see below the business to be transacted.

**Please note that members of the public may be excluded from parts of this meeting under standing order 3(d)**

J Bedford

Proper Officer

Thursday 19<sup>th</sup> October 2023

**AGENDA**

- 10/23/01      Welcome & Public participation period**  
Council to receive comments on agenda items, received from electors.
- 10/23/02      Apologies**  
i) Council to receive apologies and note reasons for absence  
ii) To consider accepting the reasons for absence
- 10/23/03      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.  
b) To consider any dispensation requests received.
- 10/23/04      To approve the minutes of the Ordinary meeting held on the 20<sup>th</sup> September 2023.**
- 10/23/05      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
- 10/23/06      To receive reports from the following:**  
a) County Councillor  
b) Proper Officer  
c) Other Officers, Police / Neighbourhood Team and any other representatives
- 10/23/07      Applications to be considered since the last meeting and acknowledged if date passed.**

a) **Decision Notices**

Status	Reference	Location	Description
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*Agenda for Ordinary Parish Council Meeting*  
Email: [fairburnparishcouncil@outlook.com](mailto:fairburnparishcouncil@outlook.com)  
Proper Officer, Jessica Bedford - 07841483436

GRANTED	ZG2023/072 1/HPA	Swan Mere, Caudle Hill, Fairburn	Ground and first floor extension and conversion of roof space with associated alterations to the roof, works to include replacement of shingle cladding with new vertical cedar boarding
GRANTED	ZG2023/060 2/HPA	3 Fairfield, Fairburn, Knottingley	Erection of two storey and single storey extension to side and single storey extension to front
GRANTED	ZG2023/084 7/HPA	Fernlea, Caudle Hill, Fairburn	Side extension to existing garage

**b) Application Notices**

Status	Reference	Location	Description

**c) Enforcement Issues.**

None received

**10/23/08**

**Highways & PROWs**

- a) To consider and note any updates on public footpaths within the parish.
- b) To consider the any required actions following the recent village walkaround.

**10/23/09**

**Community**

- a) To consider the VAS signs and additional costs.
- b) To consider additional replacements for the historical trail signs.
- c) To consider plans for Remembrance Day.
- d) To consider donations to citizens advice.
- e) To consider any Christmas decoration requirements.

**10/23/10**

**Environment**

- a) To discuss and consider adoption of land adjacent to the skate park.
- b) To discuss and consider the green gym and skatepark following the recent inspection reports.
- c) To consider a larger bin at the well trough.
- d) To consider minor amendments to the grass cutting specification and quotations for additional tree/grass works.
- e) To consider refilling the grit bins.

**10/23/11**

**Finance**

- a) RFO Finance Report – to approve the Bank reconciliation for September 2023 and note the current net position.
- b) To consider the approval of allocated budgets for 2023/24, current spend and proposed budget for 2024/25.
- c) Payments – to consider and approve the Schedule of Payments and invoices up to 18<sup>th</sup> October 2023 and any other invoices that come in prior to the meeting.

Reference	Description	Expenditure
#23-44	J & A International - Sign	44.78
#23-45	Playsafety - ROSPA Report	180.00
#23-46	Room Hire -Fairburn Community Centre	22.50

#23-47	Payroll Services - Autela Payroll Services	57.98
#23-48	RBL Poppy Shop - Wreath	23.98
#23-49	Clerk Salary	411.91

d) To consider selection of a new banking provider.

**10/23/12 Parish Council Matters**

a) Community centre - to consider the next steps and appoint a Parish Council representative (Press and public excluded under schedule 12 of the LGA Act 1972)

**10/23/13 Items for the next agenda** - to take suggestions for agenda items.

**10/23/14 Date of next meeting** – 15<sup>th</sup> November 2023