

MINUTES OF ORDINARY COUNCIL MEETING FAIRBURN PARISH COUNCIL

Wednesday 13th December 2023, 7pm at Fairburn Community Centre,
North Road, Fairburn, North Yorkshire, WF11 9LA

The meeting opened at 7pm

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

MINUTES

12/23/01

Welcome & Public participation period

Council to receive comments on agenda items, received from electors.

Drains on Caudle Hill – top two drains overflowing and blocked. Danger to the public when frozen. Ongoing constant issue for several years.

Action – Parish Clerk to speak to Highways or forward to the Highways Service Director.

Local plots of land for sale – A resident raised concerns over possible future use.

Forest School – A resident questioned the initial and ongoing annual costs of the provision along with concerns about possible coach parking.

Cllr Edwards confirmed that there will be an initial cost for tree works and ongoing annual costs to check the trees but no other financial implications.

Ivy growing over the pavement – School Terrace, Gauk Street

Action – Parish Clerk to send a letter requesting its removal.

Flood signage – Concerns were expressed that the signage is not activated or deactivated in a timely manner.

Action – Parish Clerk to speak to the NYC highways department.

Poppy light – Residents advised that the light had been damaged in recent winds. The Parish Clerk confirmed that it had been removed for repairs and alterations and will be reinstalled soon.

Traveller's site – Residents requested an update regarding the site as additional vehicles are now present.

Action – Parish Clerk to obtain an update from the County Councillor and planning department

Historical signs - Cllr Robinson updated residents that 3 of the replacement signs have been installed, one is with a contractor for repair and he is awaiting a response from the Church before the other can be installed.

12/23/02

Apologies

i) Council to receive apologies and note reasons for absence

Apologies were received from Cllr Emery (work) and Cllr Kos (illness)

ii) To consider accepting the reasons for absence

Resolution: to accept the reasons for absence

12/23/03

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 interest were received

b) To consider any dispensation requests received.

No dispensation requests were received

12/23/04

Exclusion of Press and Public

- a) The Parish Council to consider excluding the public and press from the meeting for any item where the publicity of the matter being prejudicial to the public interest or by reason of the confidential nature of the business to be transacted or for other special reasons.

Resolution: to exclude the press and public from item 10 a, c and Item 11

12/23/05

To approve the minutes of the Ordinary meeting held on the 15th November 2023.

Resolution: to approve the minutes of the Ordinary meeting held on the 15th November 2023 as a true and accurate record

12/23/06

To consider the co-option of Councillors

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

One application was received.

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

Resolution: To co-opt Aron Gravill to Fairburn Parish Council. Aron Gravill signed his declaration of acceptance of office.

12/23/07

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

a) Decision Notices

Status	Reference	Location	Description

b) Application Notices

Status	Reference	Location	Description

c) Enforcement Issues.

None received

12/23/08

Newsletter

- a) To consider the printing and distribution of a village newsletter

Resolution: To approve printing costs of £85.00

12/23/09

Finance

- a) RFO Finance Report – to approve the Bank reconciliation for November 2023 and note the current net position.

Resolution: The bank reconciliation for November 2023 was approved. The net position was noted as £28,625.03

- b) Payments – to consider and approve the Schedule of Payments and invoices up to 7th December 2023 and any other invoices that come in prior to the meeting.

Reference	Description	Expenditure
#23-60	Leeds City Council – Poppy Light	930.00
#23-61	Fairburn School – Christmas Lights (LGA Section 137)	200.00
#23-62	Clerk Salary	616.37
#23-63	Meticulous Gardens	730.00

#23-64	HMRC - PAYE	5.20
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Resolution: To approve all submitted payments

- 12/23/10 Environment**
a) To consider the tree survey and any required actions for the forest school.
Resolution: The Parish Clerk to confirm the legal/insurance requirements for a tree survey.
Cllr Kos to confirm a land usage agreement with the land owner and any previous tree survey details prior to further actions.
b) To consider adopting a biodiversity policy as required under the Environment Act 2021
Resolution: To adopt the biodiversity policy.
c) To consider village tree cutting.
Action: The Parish Clerk to confirm additional details from the quotations.
- 12/23/11 Community Centre**
a) To discuss current matters with the Community Centre trustees
Due to the apologies of the community centre trustees, the item was deferred.
- 12/23/12 Items for the next agenda - to take suggestions for agenda items.**
Condition of Cut Road was suggested.
Action – Cllr Kos to obtain the title plan/register.
- 12/23/13 Date of next meeting – 24th January 2024**

The meeting closed at 8.20pm

Signed,

Chairman: Cllr Jill Edwards

Date: 24th January, 2024