

## **OFFICIAL NOTICE OF FAIRBURN PARISH COUNCIL**

Wednesday 20<sup>th</sup> March 2024, 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 20<sup>th</sup> March 2024 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 14<sup>th</sup> March 2024

### **AGENDA**

- 03a/24/01 Welcome & Public participation period**  
Council to receive comments on agenda items, received from electors.
- 03a/24/02 Apologies**  
i) Council to receive apologies and note reasons for absence  
ii) To consider accepting the reasons for absence
- 03a/24/03 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.
- 03a/24/04 To receive reports from the following:**  
a) Police / Neighbourhood Team  
b) County Councillor  
c) Proper Officer  
d) Other Officers and any other representatives
- 03a/24/05 To approve the minutes of the Ordinary meeting held on the 21<sup>st</sup> February 2024 and 6<sup>th</sup> March 2024.**
- 03a/24/06 Highways & PROWs**  
a) To consider highways matters and updates.
- 03a/24/07 Community**  
a) To consider plans for D Day and the big help out 2024.  
b) To consider the VAS signs, additional costs and data publication.  
c) To consider a request from the Community Centre for a shared noticeboard  
d) To consider an insurance offer for the damaged wall on North Road

*Agenda for Ordinary Parish Council Meeting*

Email: [fairburnparishcouncil@outlook.com](mailto:fairburnparishcouncil@outlook.com)

Proper Officer, Jessica Bedford

**03a/24/08 Environment**

- a) To receive and consider any updates or actions required for the forest school.
- b) To consider suggestions for the village enhancement program 2024.

**03a/24/09 Policy & Procedure**

- a) To consider the implementation of a gov.uk website and email addresses for Council use.

**03a/24/10 Applications to be considered since the last meeting and acknowledged if date passed.****a) Decision Notices**

Status	Reference	Location	Description
Refused	ZG2023/1041/HP A	Swan Mere, Caudle Hill, Fairburn	Installation of raised access to front of dwelling for emergency escape (retrospective)

**b) Application Notices**

Status	Reference	Location	Description
Consultation	ZG2024/0167/S73	Land Adjacent To Araslie, Caudle Hill, Fairburn	Section 73 application to vary condition 02 (approved plans of approval 2021/1107/FUL granted on 04 July 2022

**c) Enforcement Issues.**

None received

**03a/24/11 Staffing**

- a) To consider annual membership of Society of Local Council Clerks for the Parish Clerk.

**03a/24/12 Finance**

- a) RFO Finance Report – to approve the Bank reconciliation for February 2024 and note the current net position.
- b) To consider the allocation of earmarked reserves.
- c) Payments – to consider and approve the Schedule of Payments and invoices up to 14<sup>th</sup> March 2024 and any other invoices that come in prior to the meeting.

Reference	Description	Expenditure
#23-74	ICO Fees	40.00
#23-75	Room Hire	30.00
#23-76	Historic Sign Repair Materials	24.97
#23-77	HMRC - PAYE	62.40
#23-78	Clerk Salary	439.57

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#23-79	Tree Crowning and Shrub Reductions	1175.00
#23-80	SLCC Membership (subject to item 11a)	54.86

**03a/24/13**      **Items for the next agenda** - to take suggestions for agenda items.

**03a/24/14**      **Date of next meeting** – 17<sup>th</sup> April 2024 at 7pm