

OFFICIAL NOTICE OF FAIRBURN PARISH COUNCIL

Wednesday 15th May 2024, 7pm at Fairburn Community Centre,
North Road, Fairburn, North Yorkshire, WF11 9LA

SUMMONS

You are hereby summoned to the Annual Parish Council meeting of Fairburn Parish Council on Wednesday 15th May 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 9th May 2024

AGENDA

- | | |
|-----------------|--|
| 05/24/01 | Welcome |
| 05/24/02 | Apologies
i) Council to receive apologies and note reasons for absence
ii) To consider accepting the reasons for absence |
| 05/24/03 | Election of a Chairman |
| 05/24/04 | Declaration of acceptance of office to be signed by the Chairman |
| 05/24/05 | Election of a Vice chairman |
| 05/24/06 | To appoint any committees, working groups or representatives for the following year, confirm the number of members and appoint members. <ul style="list-style-type: none">• Personnel committee• Community Centre representative• YLCA representative x 2 (to attend branch meetings and represent the Council as voting representatives)• Any others required |
| 05/24/07 | To review and update (if required) the Standing Orders and the revised NALC model Financial Regulations. |
| 05/24/08 | Public participation period - Council to receive comments on agenda items received from electors. |
| 05/24/09 | Declarations of Interest |

Agenda for the Annual Parish Council Meeting

Email: fairburnparishcouncil@outlook.com

Proper Officer, Jessica Bedford

- 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.

05/24/10 To approve the minutes of the Ordinary meeting held on the 17th April 2024 and the Extraordinary meeting held on the 29th April 2024.

05/24/11 To receive reports from the following:

- a) Police / Neighbourhood Team
- b) County Councillor
- c) Proper Officer
- d) Other Officers and any other representatives

05/24/12 To consider the co-option of a Councillor

- a) To consider applications from eligible residents for the vacant seat on Fairburn Parish Council
- b) To approve the co-option of an eligible councillor for the vacant seat on Fairburn Parish Council and to receive the appropriate documentation

05/24/13 Highways & PROWs

- a) To consider highways matters and updates.

05/24/14 Community

- a) To consider quotations for works around the village including wall repairs and welltrough path
- b) To consider the VAS signs, additional costs and data publication.
- c) To consider the grass cutting schedule
- d) To consider quotations for additional horticultural works required
- e) To consider required works at the war memorial.

05/24/15 Policy & Procedure

To consider insurance requirements for 2024/25

05/24/16 Applications to be considered since the last meeting and acknowledged if date passed.

a) **Decision Notices**

Status	Reference	Location	Description

b) **Application Notices**

None received.

c) **Enforcement Issues**

None received.

05/24/17 Finance

- a) RFO Finance Report – to approve the Bank reconciliation for April 2024 and note the current net position.

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- b) Payments – to consider and approve the Schedule of Payments and invoices up to 9th May 2024 and any other invoices that come in prior to the meeting.

Reference	Description	Expenditure
#24-10	Stamps	6.80
#24-11	Electricity Costs	1323.27
#24-12	Grass Cutting	380.00
#24-13	Room Hire	45.00

05/24/18 **Items for the next agenda -** to take suggestions for agenda items.

05/24/19 **Date of next meeting** –19th June 2024 at 7.00pm.