

MINUTES OF FAIRBURN ANNUAL PARISH ASSEMBLY
Wednesday 15th May 2024, 6.30pm at Fairburn Community Centre,
North Road, Fairburn, North Yorkshire, WF11 9LA

The meeting opened at 6.30pm

Present: Cllr Edwards (Chairman) and 7 members of the public.

MINUTES

APM24/01 Welcome

Cllr Edwards welcomed everyone to the Annual Parish Assembly

APM24/02 Chairmans Report

Fairburn Parish Council
Chairman's Report 2023/2024

Parish Councillors at the start of the municipal year (May 2023)

Councillor Jill Edwards, Chairman

Councillor Tim Baker

Councillor Andrew Emery

Councillors John Kos

Councillor Derrick Robinson

Councillors Jonathan Wigglesworth

Employee: Mrs Jessica Bedford, Clerk, Responsible Finance Officer and Proper Officer

Changes to the Parish Council during the municipal year

Councillor Aron Gravill joined in December 2023 and Councillor Andrew Emery left in April 2024, meaning we have one vacant place.

Councillor Jill Edwards was re-elected as Chairman at the Annual Parish Council Meeting. The Personnel Committee has continued with Councillor Jill Edwards as Chair, other members being Councillors Tim Baker and John Kos, although no meetings have taken place this year.

14 meetings have taken place during the year, one each month plus extra ordinary meetings in March and April. The agendas are published on the notice boards, website and Facebook page at least 3 clear days before the meetings. The draft minutes of the previous meeting are also posted, at the latest, at the same time as the agenda.

Councillors continue have the following key responsibilities:

Councillor Baker - Christmas lights and visual inspections of green gym

Councillor Edwards – monthly defibrillator checks, putting notices in the noticeboards and downloading and analysing the VAS data

Councillor Kos - putting notices in notice boards, sourcing signs and Forest School

Councillor Robinson - inspection of the Skate Park, refurbishment of the historical signs

Planning Applications

There have been 15 planning applications in the parish during this municipal year, 13 applications have been granted plus 1 with conditions and 1 has been refused. The remainder remain undetermined or withdrawn. The majority of granted applications are for extensions and/or conversions of existing structures.

Environmental Achievements

The Cycle was removed from the green gym as it was unsafe and the parts needed to repair it were no longer available.

Daffodil bulbs and long handled bulb planters were purchased, which the children from Fairburn school planted on the grass verge.

An illuminated Poppy was installed near to the war memorial, this was damaged by the high winds, so was taken away early 2024 to be repaired. It has had the red panels taken out and seems to be coping better with the weather. We have had some great feedback from this.

Appointed a new contractor to the grass cutting contract, he has also trimmed the Laurel Hedge on Lunnfield Lane, removed a dead tree in the celebration garden, cut back vegetation on Silver Street, trimmed the BMX track, cut back the trees along the A1246 and 2 in Ash Lea that were very overgrown. Some of the grass near the South roundabout will be left to grow wild.

Replaced most of the historical signs in the village as they were faded, the only one left to complete is the one in the Church yard, we are awaiting approval from the Church before this work can be completed. The mounts for these have also been refurbished, repaired or replaced, whichever was most relevant at each individual location.

Purchased additional Christmas lights for the celebration garden and decorations to be displayed on the school, as we have no premises to store these will be stored for us by the school.

Agreed an annual budget for each of the planters, so additional plants can be purchased as soon as others die off.

We had a meeting with Highways, several improvements to the village that were discussed have been implemented, the kerb on Silver Street near Waller House has now been lifted above the road level, some street signs that were faded have been replaced, the damaged Pedestrian crossing lights were replaced. We were also able to get advice on roles and responsibilities during the meeting, which was very useful as were all relatively new to the Council at that time.

Replaced damaged fencing around the village and added some to prevent damage to surrounding areas that were being used as a cut through.

Replaced the glass in the cabinet holding the bronze plaque in the celebration garden as this had been damaged.

Community Involvement

We led a Remembrance Day Service at the war memorial and laid a wreath on behalf of the residents of the village, this was very well attended.

Produced a newsletter in December to keep residents up to date with Parish Council developments and included initial data from the Vehicle Activated Signs.

We have gained permission to use the land adjacent to the skate park as a forest school to be used initially by Fairburn School, but once this is up and running, we will offer to other schools in the surrounding area. We are currently working with Fairburn School, the Forest School provider that the school use and RSPB to get this up and running.

Following the incidents of racist graffiti that appeared in the village we sought advice from North Yorkshire Police and our County Councillor on the best course of action. We painted over the one that was the Parish Council's responsibility and then contacted property owners to ask them to remove from their property. We also attended the Pop-In Café and arranged for NYP to attend to reassure residents and let them know of the actions we had taken, we also supported some individual residents.

Following a request from a resident we have produced a recycling bin schedule which is posted in the noticeboards and on the website and Facebook page as North Yorkshire Council are not providing this year.

Health and Safety

We have replaced the defibrillator pads as these were out of date.

Replaced signage to the skate park as the original was very faded.

Topped the Grit bins up before any bad weather.

The VAS signs were installed on 3 August, data from these was published in the December Newsletter.

Financial

Made a donation of £50 to Citizens Advice as they have helped several residents.

Purchased a laptop with Microsoft Office for the clerks use, to enable the Parish Council to work within the Data Protection Act.

Agreed to support the clerk to complete the CILCA qualification on a pro rata basis with her other Parish Council employer.

Finances

At the start of the financial year (1 April 2023), the Council held £31,458.05 on account. Due to the financial pressures people are still under, the Council resolved in the November meeting to keep the precept requirement to same amount as last year at £13,556.47. The average Band D for a property in Fairburn is now £39.77. Funds remain buoyant with £22881.26 held on account at the end of the financial year 31 March 2024. The difference in the financial position from the start of the year to the end is due to the VAS signs. Community Infrastructure Levy (CIL) funding was drawn down and a Locality Budget contribution from the County Councillor was received in the last financial year, with the invoice being paid in this year. Further information in relation to the financial position can be found on the Parish Council website.

We have agreed the new banking provider so that payments can be done online with authorisation, but this is taking time to set up so we are still using cheques for payment of goods and services but we hope to move to the new account in the near future.

Going forward

We are still awaiting an update from NYC in relation to the report on the Public Rights of Way (PROW) in the parish.

Some improvements that we discussed with Highways are still outstanding. We have no timeframe for the A1246 reducing to 30mph through the village, double yellow lines on the bend near the Church and water flowing out of the drain on Caudle Hill, we are therefore monitoring these issues and will provide updates at future meetings when we have them.

In line with the national campaign of 'The Big Help Out', we are organising another village help out event in early June and have identified things that we would welcome help from residents to complete.

Building relationships

We are continuing to build relationships with organisations and residents in the village. A number of us have made visits to the school and been involved in events they have held. We regularly attend the Pop-In café to give updates and answer any questions. All the suggestions and opinions from all these sources have been really valuable and we thank you for your input. This is something that we think is really important as the Parish Council may have up to 7 representatives making decisions, but to get a broad view from residents of all ages is really beneficial when making decisions of behalf of all residents.

Thanks yous

I would particularly like to thank the residents who regularly attend the monthly meetings, your input is really valuable and also helps us maintain links with residents and other organisations.

To Councillor Emery for his contribution to the Parish Council during his time as a member.

To Jessica Bedford, you have only been with us as clerk for just over a year, but have made a massive impact and we'd like to thank you for your contribution and expertise over this time.

Finally, I would like to thank all the Councillors for their contributions this year. I may have the Chairman's title, but this is very much a team effort and without each and every one of you the progress we have made would not have been possible. To Councillors Baker, Kos, Robinson and Wigglesworth for your support during the year and to Councillor Gravill for joining us during the year and becoming part of our very effective team.

We've had an excellent year and this is something that we should all be proud of.

Jill Edwards

Chairman to Fairburn Parish Council

Wednesday 15 May 2024

APM24/03 Resident comments about the report

None

APM24/04 Public Forum

- Parking on Silver Street – residents raised concerns about the constant issues with parking on Silver Street. Pedestrian access is blocked at times by pavement parking. Larger vehicles including emergency have been unable to get through. The Parish Council confirmed that they have spoken with NYC previously about a chicane on silver street. NYC advised that it is not

possible to install one as signage cannot be added to the side of the road without a footpath. The Chair confirmed that they hadn't discussed yellow lines in that area but that lines will be installed on the bend as you go out of the kissing gate near the green gym. Some residents had the view that yellow lines will just move the parked cars to another location or allow cars to speed more which is also an issue. The Council confirmed that residents reporting matters will assist them in pushing for actions from NYC.

- Parking issue on Mondays when Fairburn singers are on – a resident requested that the Council politely ask them to utilise the car park area.
- Speeding on Silver Street – a discussion took place about the VAS signs and relevant data.
- A resident thanked the Parish Council for the bin schedule.
- A resident requested that a request for people to be considerate with bonfires and that plastic should not be burnt, be considered for the next village newsletter.
- A discussion took place about upcoming electoral boundary changes.
- A resident requested an update to the traveller site. The Parish Clerk will request an update from County Cllr Tim Grogan.
- A discussion took place about the new motorway services near the A1M.

APM24/05 Closure of Annual Parish Assembly

The meeting closed at 7.04pm