

MINUTES OF THE ORDINARY COUNCIL MEETING FAIRBURN PARISH COUNCIL

Wednesday 20th November 2024, 7pm at Fairburn Community Centre,
North Road, Fairburn, North Yorkshire, WF11 9LA

The meeting opened at 7.00pm

Present: Cllr Edwards (Chairman), Cllr Kos, Cllr Baker, Cllr Gravill, Cllr Robinson, Cllr Wigglesworth and the Clerk
7 members of the public.

MINUTES

10/24/01

Welcome & Public participation period

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

The Council received the following comments from residents:

Resident 1:

Provided the following village improvement suggestions:

- Improvements to the bus shelter on Silver Street/Gawk Street
- Tulip planting to the grassed areas either side of the war memorial
- Additional shrubs within the ginnel
- A complete renovation to the commemorative garden
- Christmas lights in collaboration with the Community Centre and Cricket Club

Concerns were raised about the pruning of the conifers on Silver Street – The Parish Council confirmed that North Yorkshire Council had recently cut them.

Resident 2:

Raised the following concerns:

- Dog waste becoming an issue again.
- Recent ticketing of a vehicle on Silver Street with one wheel on the double yellow lining.
- Parking on Top Fold during the current construction works.

10/24/02

Apologies

2.1 To receive apologies and record these in the minutes.

None.

2.2 To consider the approval of reasons for absence given by councillors.

Not applicable.

10/24/03

Declarations of Interest

3.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.

Cllr Kos declared an interest in item 12.1 and 12.2.

3.2 To receive, consider and decide upon any applications for dispensation

None

10/24/04

To approve the minutes of the parish council meeting held on the 16th October 2024 as a true and accurate record.

Resolution: to approve the minutes as a true and accurate record.

10/24/05

To receive reports from the following:

5.1 Police / Neighbourhood Team

None in attendance.

5.2 County Councillor

Cllr Grogan sent his apologies.

5.3 Proper Officer

The proper officer provided the following updates:

- **Weight Restriction Signage:** NYC has replaced one sign on Lunnsfield Lane, but no response has been received from Leeds City Council.
- **Bank Account:** The new bank account is now operational.
- **Green Gym Repairs:** A replacement handle for the green gym has been sourced.
- **Planning Enforcement:** County Councillor Grogan has been contacted for updates regarding planning enforcement issues on Newton Lane and the unauthorised caravan site.
- **Bin Installations:** With support from County Councillor Grogan, NYC has finally installed a new bin on Cut Road and replaced the bin on Silver Street.
- **Website Development:** The new website design is currently in progress.
- **Missing Post Box:** Attempts to contact Royal Mail about the missing post box on Silver Street have been unsuccessful so far.

5.4 Other Officers and any other representatives

None

10/24/06

To consider the co-option of a Councillor

6.1 To consider applications from eligible residents for the vacant seat on Fairburn Parish Council

None

6.2 To approve the co-option of an eligible councillor for the vacant seat on Fairburn Parish Council and to receive the appropriate documentation

None

10/24/07

Community

7.1 To consider outstanding maintenance works within the village

The Council expressed gratitude to Councillors Kos and Baker for repairing the bench on Silver Street and to Councillor Gravill for fixing the fence.

Resolution:

- The Parish Clerk will send letters addressing overgrown vegetation.
- The Clerk will report the overgrown vegetation on Caudle Hill to NYC.
- The Clerk will explore additional contractors for village building repairs.

7.2 To receive and consider recommendations for improving the gravel area from Cllr Wigglesworth.

The Council received and considered recommendations from Councillor Wigglesworth that the installation of an additional border is not a possibility.

Resolution:

Councillors agreed to visit the area to assess the situation.

7.3 To consider grit requirements for winter.

Resolution:

Councillors to assess current store levels and purchase additional grit sand at a cost of no more than £50.

10/24/08

Highways & PROWs

8.1 To consider any highways matters.

The Council noted that the faded zebra crossing lineage has been reported to NYC

8.2 To consider VAS sign updates and data.

The Council noted that the Caudle Hill sign has been repositioned, and the Rawfield Lane sign has been relocated to Silver Street.

Resolution:

The Parish Clerk will continue to follow up with NYC to ensure the additional VAS sign socket is installed correctly.

8.3 To consider any actions in relation to the vehicle weight restriction area.

Resolution:

The Parish Clerk will investigate the process of setting up a Lorry Watch scheme for Council consideration.

8.4 To consider a 20mph limit on Silver Street.

The Council collectively recognised the importance of the issue and acknowledged its significance to the community despite NYC's restrictive criteria.

Resolution: The Parish Clerk will write to the MP about the matter and continue raising it with NYC.

10/24/09

Policy & Procedure

9.1 To receive any updates on the new website implementation.

No significant updates were provided apart from confirmation that construction has begun.

9.2 To consider and approve a vexatious communication and sexual harassment policy.

Resolution:

- The Vexatious Policy was approved.
- The Sexual Harassment Policy will be deferred to the next meeting while advice is sought from YLCA regarding the appropriate number of days to include.

10/24/10

Skatepark & Green Gym

10.1 To consider inspection and health and safety requirements, including risk assessments.

Skatepark Risk Assessment:

Councillor Robinson presented the skatepark risk assessment, identifying the need for surface repairs and repainting. The Clerk is obtaining three quotes for surface repairs. Councillor Robinson reported that the BMX track is no longer functional as a BMX facility and is likely beyond recovery without complete resurfacing. The area is currently more suited for normal biking.

ROSPA Report:

- The report highlighted the recurring issue of the fence, suggesting it should be meshed to prevent climbing. The Council noted the recommendation but did not deem it necessary.
- Concerns about a lack of high-tension wire signage were reviewed. It was confirmed that four visible signs are in place, and no further action is required.

Risk Assessments for Other Areas:

- The green gym, war memorial and volunteer sessions require updated risk assessments. Councillor Robinson will complete these assessments.
- A draft risk assessment for volunteer sessions has been prepared, recommending the use of gloves and high-visibility jackets.

Resolution:

- The Clerk will explore the costs of high-visibility jackets and gloves
- Signage for the BMX track will be updated to reflect its current state, removing references to it as a BMX track.
- Councillors will spray paint the skatepark in the spring.

10.2 To consider repairs and maintenance following the annual inspection.

Resolution:

- To approve £300 for painting the skatepark.
- The Clerk to investigate alternative inspection options for the next meeting.

10/24/11

Staffing

11.1 To note the national NJC salary scale increases.

The Council noted the national NJC salary scale increase.

10/24/12

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

12.1 Decision Notices

Status	Reference	Location	Description
Approved	ZG2024/0692/FUL	Land at Lakeside Gardens, Fairburn	Fairburn Erection of two detached dwellings

12.2 Application Notices

Status	Reference	Location	Description
New	ZG2024/1134/HPA	14 Old Garth Croft, Fairburn, West Yorkshire	Erection of a single storey rear and side wraparound extension

12.3 Enforcement Issues.

Status	Reference	Location	Description
	2023/0059/FUL	Beckfield Farm, Newton Lane, Fairburn	Installation of new access off Back Newton Lane in to the farmstead of Beckfield Farm

Resolution: Cllr Edwards to ask Sophie King, NYC for an update.

12.4 Miscellaneous

To consider whether a response is required to the Light Valley Solar application to the secretary of state for an order granting development consent. Full details available at www.lightvalleysolar.co.uk.

Resolution:

The Parish Clerk to request assurances that the project will not impact Fairburn with increased traffic or heavy goods vehicles.

10/24/13

Financial Matters

13.1 To receive and note the bank reconciliations and balances for October 2024.

The bank reconciliation was received and the net balance noted as £30,646.66 on the 26th October 2024

13.2 To consider and approve the schedule of payments up to the 14th November 2024 and any other that come in prior to the meeting.

Reference	Description	Expenditure
#24-58	Room Hire	30.00
#24-59	Grass Cutting, tree and hedge maintenance	1716.00
#24-60	Payroll Services	81.86
#24-61	Clerk Salary	460.37
#24-62	Planter costs	30.95
#24-63	Plants	9.00

Resolution: To approve the schedule of payments presented.

13.3 To note the following internal transfer:

Reference	Description	Expenditure
Transfer	Transfer from HSBC to Unity bank account	29500.00

The transfer was noted.

13.4 To consider the 2025/26 budget.

Resolution: To approve the budget for 2025/26 and confirm the current earmarked reserves.

13.5 To set the 2025/26 precept amount.

Resolution: To set the precept for 2025/26 at £14,235.00, an increase of 3.07%.

10/24/14 Community Centre/Cricket Club

14.1 To consider the information received from the Community Centre.

Resolution: The Parish Clerk to respond to the information received.

14.2 To note the date of the meeting with the Cricket Club.

The Council noted the meeting date as the 25th November 2024.

10/24/15 Items for the next agenda - to take suggestions for agenda items.

None

10/24/16 Date of next meeting – 15th January 2025 at 7.00pm

The meeting closed at 9.15pm

Signed,

Chair: Cllr J Edwards

Date: 15th January 2025