

# MINUTES OF THE ORDINARY COUNCIL MEETING FAIRBURN PARISH COUNCIL

Wednesday 19<sup>th</sup> February 2025, 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, and the Clerk  
7 members of the public.

## MINUTES

### 02/25/01 Welcome & Public participation period

The Council received comments from electors on various agenda items. Below is a summary of the key issues raised:

- **Beckfield Farm/Quarry** – Works and noise have resumed, with material movement restarting.
- **Mobile Library** – A successful visit; it will return on Tuesday, 25<sup>th</sup> February.
- **Caudle Hill** – Running water issues persist. The Clerk has engaged the County Councillor to revisit previous discussions with highways from 2023.
- **Parish Council Newsletter** – Feedback suggested better signposting to financial information. It was also noted that collaborative efforts on bulb planting with the school, community centre, and volunteers could have been acknowledged.
- **North Yorkshire Local Plan** – Concerns were raised about earmarked sites in the current call-for-sites plan.

#### **Actions for the Parish Clerk:**

- Request that the mobile library park in the Community Centre car park.
- Follow up with County Cllr Grogan on Caudle Hill.

### 02/25/02 Apologies

2.1 To receive apologies.

**Apologies were received from Cllr Wigglesworth**

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

**Resolution: To approve the reasons for absence.**

### 02/25/03 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

**None**

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

**None**

### 02/25/04 To approve the minutes of the parish council meeting held on the 15<sup>th</sup> January 2025 as a true and accurate record.

**Resolution: To accept the minutes of a true and accurate record.**

### 02/25/05 To receive reports from the following:

5.1 Police / Neighbourhood Team

**None**

5.2 County Councillor

**None**

### 5.3 Proper Officer

The Proper Officer provided the following updates:

- VAT reclaims for Q2 and Q3 have been submitted, totalling £508.52.
- The urban grass-cutting form has been submitted to NYC.
- The NYC Local Plan traveller survey requires a response; the Council agreed the Clerk will respond.

### 5.4 Other Officers and any other representatives

None

02/25/06

**To consider the co-option of a Councillor.**

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

**An application was considered from Angela Harvey.**

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.

**Resolution: To co-opt Angela Harvey to the vacant seat on Fairburn Parish Council.**

02/25/07

**Community**

7.1 To consider any updates or actions for village maintenance and repairs.

**The Council discussed the following:**

- Ginnel – Ground cover plants will be used to stabilise the stones; no budget required.
- Wall – A contractor has been appointed, but work has yet to begin. Two additional contractors have expressed interest. The wall repair will be prioritised, with quotes sought for other projects afterward.
- Other projects – were noted as the skatepark surface, welltrough path and war memorial area.

7.2 To consider plans for VE Day 2025

**The Council discussed plans for VE Day, including potential involvement from the village school. A resident will enquire about the school's activities, and the Council will revisit plans at the next meeting.**

7.3 To consider the provision of village Christmas lights

**The Council discussed options for Christmas lights, noting the high costs of lamppost lights and exploring alternatives such as tree lighting or swapping the current poppy light.**

**Resolution: Cllr Baker to consult an electrician on the feasibility of tree uplighting.**

**The Clerk will enquire with North Yorkshire Council about the possibility of annually swapping the poppy light.**

**To revisit the item on a future agenda.**

02/25/08

**Highways & PROWs**

8.1 To consider any highways matters.

**The Council noted that the 30-mph speed limit on the A1246 is now in effect.**

**Cllr Kos provided an update on the Public Right of Way (PROW) following further responses from NYC. It was confirmed that the proposed 2005 change was approved but never submitted for final approval. NYC has since abandoned the plan and is now revisiting the issue.**

8.2 To receive an update on the A1246 VAS sign socket and relevant data.

**The Caudle Hill VAS sign will be relocated to A1246 as NYC have advised the socket is live.**

02/25/09

**Policy & Procedure**

9.1 To approve meeting dates for 2025/26.

**Resolution:** To approve the meeting dates for 2025/26.

9.2 To receive an update from the new website working group.

**Training has been completed, and login access is pending to set a go-live date. A password-protected page for Councillors will be implemented, and email accounts are being set up.**

9.3 To consider virus protection for the Council laptop.

**The Council reviewed virus protection for the Council laptop and agreed that the current provision is sufficient.**

02/25/10

### Health & Safety

10.1 To review the volunteer risk assessment.

**The Council reviewed the volunteer risk assessment. Cllr Robinson suggested that simplifying it into three or four individual assessments might not necessarily be easier. Cllr Edwards proposed creating a checklist based on the volunteer risk assessment for use on volunteer days.**

**Resolution:** A checklist will be developed to accompany the volunteer risk assessment. The checklist will be included in the advertising for help-out days.

10.2 To approve the costs of volunteer PPE.

**Resolution:** To order 25 personalised vests at a cost of £101.75

02/25/11

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

### 11.1 Decision Notices

Status	Reference	Location	Description
Granted	2024/1134/HPA	14 Old Garth Croft, Fairburn	Erection of single storey rear and side wraparound extension

### 11.2 Application Notices

Status	Reference	Location	Description

### 11.3 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:** Parish Clerk to chase planning about the stop notice status.

**Parish Clerk to report a potentially unregistered waste site and recent burning issues to North Yorkshire.**

### 11.4 Local Plan

To note the North Yorkshire Council Local Plan

**The Council acknowledged the local plan and noted the need to engage with the primary school when the consultation opens.**

**Action:** Parish Clerk to add the call-for-sites interactive map to social media.

02/25/12

### Financial Matters

12.1 To receive and note the bank reconciliation for January 2025.

**The bank reconciliation was noted and the net position as £26,124.13 on the 31<sup>st</sup> January 2025.**

**12.2** To consider contributing to the Clerks membership of the Society for Local Council Professionals.

**Resolution:** To approve a contribution of £42.34 towards the SLCC membership.

**12.2** To review and consider expenditure against budgeted allocations.

**The Council reviewed expenditure against budget and noted that 95% of the 24/25 budget had been utilised on the 31<sup>st</sup> December 2024.**

**12.3** To note the following payments made between meetings.

Reference	Description	Expenditure
#24-75	VAS sign bracket installation	413.57
#24-76	Bank Charges	6.00

**The Council noted the payment made between meetings.**

**12.4** To consider and approve the schedule of payments up to the 13<sup>th</sup> February 2025 and any other that come in prior to the meeting.

Reference	Description	Expenditure
#24-77	Room Hire	30.00
#24-77	Newsletter printing	89.00
#24-78	Microsoft – February	5.99
#24-79	Staffing	791.01

**Resolution:** To approve the schedule of payments

**02/25/13**

Items for the next agenda - to take suggestions for agenda items.

**Permanent Christmas Tree** – Discuss replacement costs and the removal of the existing tree.

**Forest School** – Review any necessary tidying work.

**02/25/14**

**Date of next meeting** – 19<sup>th</sup> March 2025 at 7.00pm

**02/25/15**

To discuss information received from the Cricket Club and Community Centre. (Press and Public Excluded)

**Resolution:** To write to the Community Centre and request a subsequent meeting.

The meeting closed at 8.pm.

Signed,

Chair: Cllr J Edwards

Date: 19th March 2025