

Monk Fryston Parish Council

NOTICE OF MEETING

I hereby give notice that a meeting of the Parish Council of the above-named Parish will be held at the Community Centre, Old Vicarage Lane on Tuesday 16 September 2025 commencing at 7.30pm.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. Dated this 11 September 2025

AGENDA

Item	Lead
1 Apologies	
a To receive apologies for absence given in advance of the meeting	
b To record apologies for absence not given in advance of the meeting	
c To consider the approval of reasons given for absence	
2 Declarations of Interest	
a To receive declarations of interest	
b To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g.	
c To receive early verbal notice of any Councillor's intention to raise motions at the meeting that do not require written notice as per Standing Order 10.	
3 Confirmation of Minutes	
a To confirm as an accurate record the Minutes of the Meeting held on 19 August 2025.	
b To witness signature and initialling of the hard copy of the minutes by the Chairman.	
4 Discussion with Cllr. T Grogan on parish matters under the remit of NYC	
5 Residents Issues (15mins allocated to receive residents representations to the Council)	
a Issues around green space at corner of Deer Park and Lumby Lane. Email 03.09.25 refers	
b Dog litter issue. Email 05.09.25 refers	
6 Planning	Chair
1) To agree consultation responses to the following planning proposals:	
a Ferrybridge Next Generation power station on land formerly occupied by Ferrybridge power station Kershaw Lane, Knottingley	
b Appeal against non determination of application: Land Off Old Vicarage Lane Monk Fryston for erection of a new self-build dwelling with access off Old Vicarage Lane	
2) Decision notices received	
a None received	
8 To receive the Financial Officers Report	Clerk
a Bank Statements received since last meeting for signature by two Councillors	
• Unity Trust Bank Current Account to 31, August 2025	
• Unity Trust Bank Savings Account to 31 August 2025	

Monk Fryston Parish Council

Item

Lead

- Lloyds Bank Mastercard Account to 2 September 2025

b UTB Current Account

Statement to 31 August 2025	£16,896.07
Previous Balance	£18,676.15
Cash received	£00.00
Payments issued and cleared	£1,780.08
Payments since 31 August 2025	£00.00
Cash available when all payments cleared	£16,896.07

c Cash Book Reconciliation

Cash Book Balance at 6 September 2025	£16,896.07
---------------------------------------	------------

d Current Account / Cash Book Reconciliation

The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)

e Lloyds Mastercard Account

Statement to 2 September (payment due 16 September)	-£42.00
---	---------

f Savings Accounts

Skipton BS	£78,684.37
Nationwide BS	£77,759.71
Unity Trust Bank	£10,000.00

g Future Commitments / Income

Liabilities as set out in Balance Sheet schedule	£4,545.70
Creditors	£962.79
Total Commitments (-) / Income (+)	(-) £3,582.91

h Expenditure / Budget comparison

a) Budgeted expenditure to date is £12,866.94 against a budget of £25,912

i Capital Reserve Statement

a) Amount ring-fenced for capital expenditure is £148,453 of which £40,000 is earmarked for playground equipment replacement.

c) Amount ring-fenced for CIL expenditure is £1196.65

d) Remaining reserve for non-capital expenditure is £20,108

j Audit Control

Councillors to confirm that they are satisfied that the above demonstrates that the PC is maintaining an effective system of audit and control including taking account of commitments and liabilities as required by the annual audit.

9 Clerks Update

Clerk

- The Skipton Building Society fixed rate bond expires on 17 September having accrued interest of £3,422.77.
- Following the discussion at the last meeting the website account has been renewed up to September 2028 on a less expensive service plan for an overall cost of £252.88 (including vat) and the domain fee for the WIX website account has been paid (£39 incl vat for 2 years).
- The Clerks annual review is now due
- The wreath for Remembrance Day has been ordered
- Following a report from a resident a hazardous dead tree impacting on the use of

Monk Fryston Parish Council

Item		Lead
	the south side footpath adjacent to Chestnut Green has been removed.	
10	Motions <i>(in bold italic)</i>	Chair
a	To receive updates on actions agreed at the previous meeting (list from Action Tracker issued under separate cover)	
b	To make payments in accordance with payments awaiting authorisation schedule (Appendix B refers. Invoices issued under separate cover)	
c	To establish a Christmas Decorations Working Group and appoint members to the group.	
d	To change Standing Order 8 to the wording below. 8 VOTING ON APPOINTMENTS Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the chair of the meeting. Where voting on appointments is required, it shall be by ballot. The clerk shall make the necessary arrangements to facilitate the ballot. The clerk will undertake the vote count and act as the returning officer for declaration of the ballot.	
e	To add £20K to this years budget for expenditure on consultancy costs for planning advice and traffic management surveys.	
f	To book the church hall on 4th November from 8:00pm for a community meeting about the Light Valley Solar Farm development proposals	
g	To agree action following the maturity of the Skipton Building Society 1-year fixed rate bond. Letter 27.08.24 issued under separate cover refers	
h	Following recent resignations to appoint new members to have the authority to act on the following accounts <ul style="list-style-type: none"> The Skipton Building Society (1 member) The Nationwide Building Society (2 members) The Unity Trust Bank Accounts (2 members) 	
i	To suspend the council procedure for co-option of councillors	
j	To appoint the 3rd candidate at the August meeting as co-opted councillor. This is subject to no registers if interest by the NY closing date of the 17th September and no request for an election.	
k	To agree 3rd member for attendance at Joint Burial Committee following the resignation of Cllr Geldard.	
l	To agree next newsletter publication for after the October meeting including items from Sept and October meetings. Delivery to residents by 31st October.	
m	To agree Christmas lights switch on by 28th November	
n	To agree purchase of lamppost 'Tommy' silhouettes up to a value of £100 ex VAT (\$137)	
o	To change newsletter budget to Communications budget	
p	To agree purchase of Planning publicity banners up to a value of £60 ex VAT from communications budget.	
q	To agree Winter Planting scheme and Costs	
r	Community Right to Bid: Assets of Community Value: Monk Fryston and Hillam Community Centre: <ul style="list-style-type: none"> To agree to re-register the Centre with NYC as such an asset. 	

Monk Fryston Parish Council

Item		Lead
	<p>ii. <i>For inclusion in the re-registration submission: To consider the original submission and to agree any appropriate changes to the reason originally given why the PC feels that the property is of community value.</i></p> <p>Email 05.02.20 to SDC issued under separate cover refers</p> <p>s <i>To adopt the PC's Press and Media Policy based on the YLCA template as agreed at the PC's 2025 Annual Meeting.</i> PCDOC038 issued under separate cover refers</p> <p>t <i>To consider the Clerks note about funding any work to the Main Street section of Church Lane</i></p> <p>u <i>To identify any items requiring repair and / or maintenance and to agree appropriate action</i></p>	
11	Discussion Items	
	a Residents issues received under item 5	
12	Committee, Group and other updates	
	a Burial Committee.	
	b Planting Group	Cllr AS
	c Highways and Footpaths Group	
	d Community Association Play Area initiative	
	e Planning working group update including LVS	Cllr BH
13	Reporting	
	a To consider reporting any aspects from this meeting for social media	
14	Correspondence	
	POST IN	
	a UTB Savings Account statement	
	b Skipton Building Society: Notification of bond maturity	
	c Lloyds Bank: Notification that the PC's Corporate Multipay account held with Unity Trust bank will be changing from a Mastercard to a Visa Purchasing Card. Commencing 3 October 2025	
	POST OUT	
	a None	
15	Items For Next Meeting	All
	a Items to be with Clerk before 13 October for next meeting on 21 October	

Appendices A and B on next page

Monk Fryston Parish Council

Appendix A

EXPENDITURE SINCE LAST MEETING

Description	Supplier	(£) Payment
Bank Service charge	Unity Trust Bank	6.00
Grass cutting etc	S G Parkin Landscapes	525.00
Watering of plants	White Rose Plants	450.00
Room Hire	MF and H Community Association	20.00
Domain registration	Wix.com	39.00
Clerks salary	P Scott	REDACTED
JBC Clerk's salary	S Burton	REDACTED
Monthly service charge	Lloyds Bank plc	3.00

INCOME SINCE LAST MEETING

None

Appendix B

PAYMENTS AWAITING AUTHORISATION

Description	Supplier	(£) Payment
Annual fee	Scribe: Starboard Systems Ltd	489.60
Precept	MF, H & BS Joint Burial Committee	719.95
Room Hire	MF and H Community Association	30.00
Printing of Newsletter	Tigerprint	155.00
Watering of plants	White Rose Plants	360.00
Bus shelter and bench cleaning	Clearvision Window Cleaning Services	70.00
Grass cutting etc	S G Parkin Landscapes	470.00
Painting of railings	Est-Dec	1,420.00