

# Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Extraordinary Meeting held 28 October 2024 at the  
Community Centre, Old Vicarage Lane, Monk Fryston

Present: Cllrs Ken Dent (KD), Amanda Shaw (AS), Bill Holmes

Clerk: Philip Scott and resident Megan Clarke

The Vice Chairman Cllr Dent opened the meeting at 7.30pm

Item

## 1 Apologies

- a To receive apologies for absence given in advance of the meeting. [Received from Cllr Spofforth](#)
- b To record apologies for absence not given in advance of the meeting. [Apologies not received from Cllr Geldard](#)
- c To consider the approval of reasons given for absence. [Reason approved for Cllr Spofforth](#)

## 2 Declarations and Early Verbal Notices

- a To receive declarations of interest. [None received](#)
- b To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g. [None received](#)
- 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. [Cllr Dent gave notice of his intention to raise a motion to allow Item 5a to be moved after Item 3a has been resolved](#)

## 3 Confirmation of Minutes

- a To confirm as an accurate record the Minutes of the Meeting held on 17 September 2024. [Confirmed](#)

## 4 Planning

1) To agree consultation responses to the following planning proposals:

- a Re-consultation re erection of a single dwelling and conversion and extensions to existing buildings to form 3 further dwellings and demolition of buildings, Home Farm, 85 Main Street Monk Fryston. [Agreed no comments or observations](#)
- b Formation of concrete pad foundation, installation of steel frames for overhead buss bars and excavation for cable routes, Sub Station, Rawfield Lane, Fairburn. [Agreed no comments or observations](#)

## 5 Motions *(in bold italic)*

- a [This motion was brought forward and moved following agreement of a motion for it to be considered after Item 3a had been resolved](#)  
To approve the co-option of Megan Clarke to a vacant seat on Monk Fryston Parish Council. [Approved. Followed by Cllr Clarke completing a Declaration of Acceptance of Office](#)
- b To make payments in accordance with payments awaiting authorisation schedule (Appendix A refers – invoices issued under separate cover). [Agreed](#)
- c To consider the mid year review of expenditure including projections for the remainder of the year and to agree any amendments. Document issued under separate cover. [Agreed aspects currently tabled for the second half of the year should be changed to include virements for the non-budgeted items and removal of identified items that are not going to be done with the revised out-turn being presented for agreement at the next meeting.](#)

Item

- d To consider and agree any amendments to the recommendations for the re-organisation of the comms functions and activities. Document issued under separate cover. [Recommendations agreed with a comment that the only software purchase required will be for the preparation of the Newsletter.](#)
- e To sponsor the floodlighting of St Wilfrid's Church for one week at a cost of £35 as part of the PC's Christmas lighting initiative (email 24.09.24 refers). [Agreed](#)
- f To purchase additional motifs for the Christmas lighting:-
  - i) 2 off bauble motifs (£110 + vat each)
  - ii) 2 off shooting star motifs (£175 + vat each)
  - iii) 1 off snowflake motif (£120 + vat each)In the event these are not available from the supplier the selection of any alternatives proposed shall be delegated to the clerk.  
[All agreed in full](#)

6 **Items For Next Meeting**

- a Items to be with Clerk before 11 November for next meeting on 19 November. [Noted](#)

The meeting closed at 8.10pm

**Appendix A**

**PAYMENTS AWAITING AUTHORISATION**

<b>Description</b>	<b>Supplier</b>	<b>(£) Payment</b>
External audit fee	PKF Littlejohn	210.00
Bus shelter and bench cleaning	Clearvision Window Cleaning Services	70.00
Room Hire	MF and H Community Association	20.00
Grass cutting etc	S G Parkin Landscapes	365.00
Grass cutting etc	S G Parkin Landscapes	405.00