

# Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 21 January 2025 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Nigel Spofforth (NS),  
Amanda Shaw (AS), Ken Dent (KD), Ryan Geldard (RG), Megan Clarke (MC)  
Clerk: Philip Scott and M Burton (part only)  
The Chairman Cllr Spofforth opened the meeting at 7.30pm

Item		Action
1	<b>Apologies for absence</b>	
a	To receive apologies for absence given in advance of the meeting. <a href="#">Received from Cllr Holmes</a>	
b	To record apologies for absence not given in advance of the meeting. <a href="#">None</a>	
c	To consider the approval of reasons given for absence. <a href="#">Approved</a>	
2	<b>Declarations and Notices</b>	
a	Declarations of interest: <a href="#">None declared</a>	
b	To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g. <a href="#">None received</a>	
3	<b>Confirmation of Minutes</b>	
a	To confirm as an accurate record the Minutes of the Meeting held on 19 November 2024. <a href="#">Confirmed</a>	
4	<b>Discussion with Cllr T Grogan on parish matters under the remit of NYC</b>	
	<a href="#">Apologies for being unable to attend received from Cllr Grogan. Discussion to be rolled over to the next meeting</a>	
4	<b>Residents Issues</b> (15 mins)	
a	Complaint about the discharge of water from the car wash. (email 6.12.24 refers). <a href="#">Minute 10a refers.</a>	
5	<b>Planning</b>	
1	To agree consultation responses to the following planning proposals:	Chair
a	Change of use of land for installation of two shipping containers to provide storage facilities on the school field, Monk Fryston Church Of England Primary School, Chestnut Green, Monk Fryston. <a href="#">No comments or observations</a>	
2	Decision notices received	
a	None received. <a href="#">Noted</a>	
6	<b>Financial Officers Report.</b> <a href="#">All noted and Minute 7i confirmed</a>	Clerk
a	<b>Payments since last meeting:</b>	
	Appendix A refers.	
b	<b>UTB Current Account</b>	
	Current Account as Statement to 31 August 2024	<a href="#">£28,358.62</a>
	Previous Balance	<a href="#">£36,406.12</a>
	Cash received	<a href="#">£125.00</a>

Item	Action
Cheques issued and cleared	£8172.50
Cheques not cleared	£246.80
Cash available when all cheques cleared	£28,233.62
<b>c Savings Accounts</b>	
Skipton BS	£78,684.37
Nationwide BS	£74,638.30
<b>d Future Commitments / Income</b>	
Liabilities as set out in Balance Sheet schedule	(-) £5,644.00
Creditors	(+) £4,225.93
Total Commitments (-) / Income (+)	(+) £1,418.07
<b>e Cash Book</b>	
Cash Book Balance at 12 January 2025	£28,233.62
<b>f Current Account / Cash Book Reconciliation</b>	
The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)	
<b>g Expenditure / Budget comparison</b>	
Detailed budget comparison refers (issued under separate cover)	
<b>h Capital Reserve Statement to 1 May</b>	
Amount ring-fenced for capital expenditure is £148,453.	
Amount ring-fenced for CIL expenditure is £713.	
Remaining reserve for non-capital expenditure is £20,973	
<b>i Audit Control</b>	
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.	
<b>7 Clerks Update. <a href="#">Noted</a></b>	
a	The precept requirement of £23,265.90 for financial year 2025.2026 has been submitted to NYC.
b	St Johns Chambers has been commissioned to provide advice on the S56 notice as determined in motion 8b of the November meeting
c	The council's excess deduction of £125 on the claim against the bus shelter damage has been recovered by the PC's insurers and refunded to the PC.
d	There has been some water damage to the Councils archive material due to condensation in the storage shed
<b>8 Resolutions</b>	
a	To make payments in accordance with payments awaiting authorisation schedule (Appendix B refers). <a href="#">Agreed</a>
b	To approve the co-optio of Matthew Burton to the vacant seat on Monk Fryston Parish Council. <a href="#">Agreed with Cllr Burton signing his Declaration of Acceptance of Office</a>
c	To agree a response to the letter from NYCC regarding the arrangements for urban highway grass cutting in 2025/26. NYC email 5.12.24 refers. <a href="#">Agreed</a>

Item	Action	Action
d	To place an order with the Tree Care Consultancy in accordance with the quotation supplied (issued under separate cover). <a href="#">Agreed</a>	
e	To place an order with S G Parkin Landscapes for the removal and disposal of the two fallen trees in Chestnut Green for the sum of £250. <a href="#">Agreed</a>	
f	To consider the 3 year term grass cutting offer received from S G Parkin Landscapes and to agree appropriate action (issued under separate cover). <a href="#">Agreed</a>	
g	To agree a response to the request from Harmony Energy regarding it's proposal for a 200mw Battery Energy Storage Site (BESS) at Rawfield Lane. Email 10.12.24 refers. <a href="#">Agreed to offer a meeting on 4 February or 11 February with the former preferred</a>	
h	To consider the External Auditors report and to agree any ensuing action (email 27.09.24 refers). <a href="#">Agreed no ensuing action necessary</a>	
i	To consider a response to the Section 56 Notice received from NYC and agree any further action. (issued under separate cover). <a href="#">Agreed to await the requested legal advice from St Johns Chambers</a>	
j	To agree the revised and updated clerks job description document (issued under separate cover). <a href="#">Agreed</a>	
k	To allocate the balance of the 2022 CIL reserve (£713) to the expenditure on the re-erection of the bench set at Chestnut Green. <a href="#">Agreed</a>	
l	To agree the addition of 9 hours per month to the Clerk's terms of employment to cover the additional work encompassed in the updated Clerk's job description (motion 9j refers) and to agree the commencement date for the new arrangement. <a href="#">Agreed along with a commencement date of 1 April 2025 to coincide with the commencement of the new financial year</a>	
m	To nominate representatives to a group set up by the Community Association for the purpose of moving it's playground initiative forward (min. 2 representatives). <a href="#">Agreed all five members present at this meeting to be nominated representatives</a>	
9	<b>Discussion Items</b>	
a	Residents issues received under item 5 Discharge of water from the car wash. <a href="#">Issues raised to be referred to NYC Planning and Highways.</a>	
b	Utilisation of the PC's 'Action Tracker'. <a href="#">Item deferred to next meeting</a>	
10	<b>Updates on actions agreed at previous meetings</b> (PC's Action Tracker refers)	
a	<a href="#">Updates not discussed</a>	
11	<b>Committee and Group Updates</b>	
a	Burial Committee. <a href="#">Cemetery tidy up in progress</a>	CIr NS
b	Planting Group. <a href="#">Nothing further</a>	CIr AS
c	Highways and Footpaths Group. <a href="#">Nothing further</a>	
12	<b>Correspondence</b>	
a	No post received and issued since the last meeting. <a href="#">Noted</a>	
13	<b>Items For Next Meeting</b>	
a	Items to be with Clerk before 10 February for next meeting on 18 February. <a href="#">Noted</a>	All

The meeting closed at 8.49pm

Appendices A and B on following page

**Appendix A****Expenditure Since Last Meeting**

<b>Description</b>	<b>Supplier</b>	<b>Payment (£)</b>
Floodlighting of St Wilfrids church	Monk Fryston PCC	35.00
Bus shelter and bench cleaning	Clearvision Window Cleaning Services	70.00
installation of pole mounted motifs	Acorn Festive Lights	792.00
Grass cutting etc	S G Parkin Landscapes	230.00
Supply of Christmas tree	Lumby Garden Centre	120.00
Triangle lease fee	North Yorkshire Council	60.00
Bank Service charge	Unity Trust Bank	6.00
JBC Clerk's salary	MF, H & BS Joint Burial Committee	69.68
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Clerks salary	Monk Fryston Parish Council	355.17
Room Hire	MF and H Community Association	20.00
Bench base, path and post work	Carthy Contracting Ltd	5,130.00
Monthly service charge	Lloyds Bank plc	3.00
Clerks salary	Monk Fryston Parish Council	354.97
Bank Service charge	Unity Trust Bank	6.00
Monthly service charge	Lloyds Bank plc	3.00
PAYE tax	HMRC	246.80

**Income Since Last Meeting**

<b>Description</b>	<b>Supplier</b>	<b>Payment (£)</b>
Refund of excess	DAC Beachcroft	125.00

**Appendix B****Payments Awaiting Authorisation**

<b>Description</b>	<b>Supplier</b>	<b>Payment (£)</b>
Winter gritsand	D&R Group	420.00