

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19 November 2024 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Nigel Spofforth (NS),
Amanda Shaw (AS), Bill Holmes (BH), Ken Dent (KD), Megan Clarke (MG)
Clerk: Philip Scott and one member of the public
The Chairman Cllr Spofforth opened the meeting at 7.30pm

Item	Action
1 Apologies for absence	
a To receive apologies for absence given in advance of the meeting. Received from Cllr Geldard	
b To record apologies for absence not given in advance of the meeting. N/A	
c To consider the approval of reasons given for absence. Approved	
2 Declarations and Notices	
a Declarations of interest: None declared	
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	
3 Confirmation of Minutes	
a To confirm as an accurate record the Minutes of the Extra-ordinary Meeting held on 28 October 2024. Confirmed	
4 Residents Issues (15 mins)	
a To receive a representation from the Community Association on the subject of the CA's aspiration to improve its external recreational facilities.	
Received from Seph O'Connell on behalf of the CA The CA is currently exploring options for replacing the ageing external play facilities and possibly adding to them (the existing facilities do not cater across the age ranges and are out of kilter with most modern play provision) both within the CA grounds as well as in other, wider, commonly accessible areas. The options being explored fall loosely into four categories 1) Piecemeal / individual replacement of the existing equipment. Cost: circa £20K + VAT. There are two pieces in need of immediate replacement. 2) Replacement of most of the existing equipment North of the concrete path following the complete replacement of the safety surface. Cost circa £40K + VAT of which £20K could be funded by the CA 3) A complete transformation of the entire existing play area site including new safety surfacing. Cost circa £110K-£150K + VAT 4) In addition to option 3) the addition of a MUGA (located on part of the existing grassed area within the CA grounds) including lighting and equipment such as climbing walls, a significant purpose of which would be to increase the age focus for users. Costings to allow for an exercise fitness trail utilising 'third party' areas such as roadside verges and for instance the green area at Chestnut Green. Cost circa £600K + VAT of which seed funding of, say, 10% would initially be required to underwrite grant applications for the necessary third party funding that would be required. Whilst the CA was able to contribute funding from its own reserves towards all the options the narrowing down to a final focus would be significantly dependent upon the attitude of MFPC (amongst others) towards supporting the respective initiatives both in financial	

terms and by contribution of personal time. In order to move things forward the CA would therefore be interested to learn what MFPC's position would be in those respects.

5 Planning

- 1 To agree consultation responses to the following planning proposals: Chair
- a Certificate of lawfulness for the existing siting of a general purpose agricultural building measuring 20.00m x 10.00m on agricultural land, Bumble Barn, Green Lane, Monk Fryston. Agreed to request that, should the LPA be minded to grant a certificate, the certificate should have a condition restricting any future use of the building to agricultural use only
- b Light Valley Solar Farm Scoping Opinion request to the Planning Inspectorate including site adjacent to A63, Monk Fryston. Agreed to submit an observation that the subject land is classified as 1) Green Belt 2) it is high quality agricultural land and 3) to question whether the aggregation of the disparate site capacities to achieve National Infrastructure Project status is acceptable.

2 Decision notices received

- a None received. [Noted](#)

6 Financial Officers Report. The following points in the report were all noted

Clerk

a **Payments since last meeting:**

Appendix A refers.

b **UTB Current Account**

Current Account as Statement to 31 August 2024	£36,406.12
Previous Balance	£40,001.61
Cash received	£00.00
Cheques issued and cleared	£3595.49
Cheques not cleared	£00.00
Cash available when all cheques cleared	£36,406.12

c **Savings Accounts**

Skipton BS	£78,684.37
Nationwide BS	£74,638.30

d **Future Commitments / Income**

Liabilities as set out in Balance Sheet schedule	(-) £8248.00
Creditors	(+) £2306.06
Total Commitments (-) / Income (+)	(-) £5941.94

e **Cash Book**

Cash Book Balance at 11 November 2024	£36,406.12
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f **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)

h **Capital Reserve Statement.**

Amount ring-fenced for capital expenditure is £148,453.
 Amount ring-fenced for CIL expenditure is £713
 Remaining reserve for non-capital expenditure is £34,421

i **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. [Confirmed](#)

7 **Clerks Update.**

- a The Nationwide BS has reduced it's interest rate on the PC's Business Account to 4.15% AER. [Noted](#)
- b Some discrepancies were identified in the authorised payments set up for agreement at the last meeting. 1) The payment to PKF Littlejohn should have read £252. The £210 figure approved was the net amount before VAT 2) The £365 approved payment to S J Parkin should have read £205. Payments were made on the correct figures after discussion with the authorising councillors Holmes and Dent. [Noted](#)

8 **Resolutions**

- a To make payments in accordance with payments awaiting authorisation schedule (Appendix B refers). [Agreed with the addition of a payment against an invoice in the sum of £5130 received from Carthy Contracting Ltd for the civils work previously instructed.](#)
- b To agree to obtain formal advice at a cost of £2100 plus vat from St Johns Chambers 101 Victoria Street, Bristol with respect to maintenance of 'the mount'. Advice to be given with developed answers to the following questions :-
 - a) To review the information and documentation (issued to them on the 18th September) and advise if the case that the Parish Council is putting forward is valid or not.
 - b) If there is a valid case advise what further steps the Parish Council can take to ensure the highway is maintained at public expense.
 - c) Advise if the Parish Council can claim back any incurred costs from NYC should the case be valid.
 - d) Anything St Johns Chambers considers would also be appropriate.
 BH email 9 November 2024 issued under separate cover refers
[Agreed with the proviso that action is deferred until 1 January 2025 to allow time in the interim for receipt of a full and proper response from NYC to the PC's Section 56 enquiries](#)
- c To agree virement of the 2024/25 budget of £2520 from the reserve account to a new budget line of 'Legal Advice'. [Agreed](#)
- d To consider and agree the 2025/2026 precept and supporting budget (draft issued under separate cover). [Agreed a Precept application of £23,265.90 with its supporting budget totalling £25,912.21.](#)
- e To delegate to the Clerk authority to pay against any invoices falling due before the January meeting. [Agreed](#)
- f To agree a procedure for addressing any planning application consultations that fall due before the January meeting. [Agreed to refer any consultations to the Chairman and Cllr Shaw for a recommendation on appropriate action.](#)
- g To purchase and gift a 12ft Christmas tree to the Church as part of the PC's Christmas decorations initiative in the village. Approximate cost £120 ex vat. [Agreed](#)
- h To consider the matter raised by South Milford Parish Council concerning the planning application for the extraction and processing of magnesian limestone on land off A63, Lumby, North Yorkshire and to decide any appropriate action. [Agreed that the comments and observations highlighted by SMPC were close to a repeat of the PC's own comments and observations in it's own consultation response to the application so there was no over-riding reason to add or amend it](#)

Item		Action
i	To receive an update from Cllr Holmes on the responses for the section 56 enquiries. NYC Highways have replied saying that the query is now being dealt with by it's legal department which will respond in due course. The MP has taken up the PC's case with NYC and has been told by it's legal department that he will be kept informed of it's response to MFPC.	
j	To consider and agree any response to NYC Highways stated position with regard to the extent of the yellow lines that define the no parking area on Water Lane (NYC email 26.09.24 refers). Agreed a response to recorded that the recollection of all members present at the meeting was that Highways had said that road markings would be provided on both sides of the road. The response should also mention that the current arrangement was successfully achieving the aim of providing a safer crossing zone	
k	To consider and agree a budget for the remainder of the year. Q3.Q4 document issued under separate cover. Content of issued draft agreed with addition of £1500 for a gate at the Triangle	
l	To consider the communication received from Monk Fryston United Football Club and to agree any appropriate action. Email 8.10.24 refers. Communication considered and noted and agreed no action was necessary.	
m	To identify any items requiring repair and / or maintenance and to determine appropriate action. None identified	
9	Discussion Items	
a	Residents issues received under item 4 CA Presentation. The general consensus was that 1) the presentation did not identify the CA's preferred option making it difficult to comment on any specifics 2) it would be appropriate for the PC to have representation on any working party set up by the CA to move the initiative forward (min. 2 representatives) and 3) to take any advantage of VAT reclamation the PC would have to have ownership of any project	
10	Updates on actions agreed at previous meetings (PC's Action Tracker refers)	
a	Updates not discussed	
11	Committee and Group Updates	
a	Burial Committee. A precept application has been received which will be put to the January meeting for consideration	Cllr NS
b	Planting Group. Summer planting should be the next consideration	Cllr AS
c	Highways and Footpaths Group. Nothing further	
12	Correspondence	
a	Schedule of post received and issued since the last meeting. No aspects raised	
13	Items For Next Meeting	
a	Items to be with Clerk before 13 January for next meeting on 21 January. Noted	All

The meeting closed at 9.20pm

Appendices A and B on following page

Appendix A**EXPENDITURE AND INCOME SINCE LAST MEETING**

		(£)
Description	Supplier	Payment
Power points to lamp posts (2023)	North Yorkshire Council	1174.34
Watering of plants	White Rose Plants	-420.00
Grass cutting etc	S G Parkin Landscapes	-365.00
Room Hire	MF and H Community Association	-20.00
Watering of plants	White Rose Plants	-280.00
Electrical infrastructure work to lamp posts	Acorn Festive Lights	-3,426.00
Grant to MF Netball Club	Monk Fryston Netball Club	-500.00
Clerks salary	Monk Fryston Parish Council	-354.97
JBC Clerk's salary	MF, H & BS Joint Burial Committee	-69.68
Precept	North Yorkshire Council	11,079.00
Bank Service charge	Unity Trust Bank	-18.00
Supply and delivery of plants	White Rose Plants	-1,433.84
ICO data protection fee	Information Commissioners Office	-40.00
Monthly service charge	Lloyds Bank plc	-3.00
PAYE tax	HMRC	-246.80
External audit fee	PKF Littlejohn	-252.00
Grass cutting etc	S G Parkin Landscapes	-205.00
Room Hire	MF and H Community Association	-20.00
Bus shelter and bench cleaning	Clearvision Window Cleaning Services	-70.00
Grass cutting etc	S G Parkin Landscapes	-405.00
JBC Clerk's salary	MF, H & BS Joint Burial Committee	-69.68
Clerks salary	Monk Fryston Parish Council	-355.17
Service charge	Unity Trust Bank	-5.40

Appendix B**PAYMENTS AWAITING AUTHORISATION**

		(£)
Description	Supplier	Payment
Room Hire	MF and H Community Association	20.00
Supply and delivery of Christmas light motifs etc	Acorn Festive Lights	828.00
Monthly service charge	Lloyds Bank plc	-3.00