

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 18 February 2025 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Nigel Spofforth (NS),
Amanda Shaw (AS), Bill Holmes (BH), Matt Burton (MB), Ryan Geldard (RG)
Clerk: Philip Scott and C/Cllr Tim Grogan (part only)
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 Dent and Clarke	
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	
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. Received from Cllr BH involving Item 9b	
3 Confirmation of Minutes	
a To confirm as an accurate record the Minutes of the Meeting held on 21 January 2025. Confirmed	
b To witness signature and initialling of the hard copy of the minutes by the Chairman. Witnessed	
4 Discussion with Cllr T Grogan on parish matters under the remit of NYC	
Unlawful travellers site on the A63 adjacent to the A1(M) roundabout Recent activity there was of concern to the PC. Cllr Grogan explained that he was aware of what has been happening recently as were the officers. The lack of progress in clearing the site was of concern. The original stipulation for them to be off the site was December 2023 however failures by NYC to follow due process meant that occupation had gradually increased unfettered over the last year. Whilst Cllr Grogan was able to set out a short explanation of the circumstances from the discussions he had had with officers, should the PC want a full and comprehensive explanation of specific details of NYC's activities over this period, the most appropriate way would be to request from them a chronological timeline of the actions taken.	
Construction traffic turning right from the A63 into Rawfield Lane The hazard caused by the manoeuvre has been addressed following discussions with the contractors involved through the subsequent introduction of an illuminated direction indicator sign.	
White lines through the village The wearing away of the lines is resulting in vehicles, including HGV's, regularly being on the wrong side of the road through the bends in the centre of the village. NYC Highways were advised of the hazard 18 months ago but nothing has been done in the interim. Agreed that Cllr Grogan would pursue the matter following receipt of a copy the previous correspondence between the PC and Highways.	
Proposals for Battery and Solar Farms The PC was uneasy about the emerging number of sites in and around the village that were being considered for such farms. In addition to the impact on the visual amenity they would	

create there is the fire and toxicity hazard that arises from size and number of the batteries involved. .

5 **Residents Issues** (15 mins)

- a Complaints have been received about parking in front of the St Wilfrid's Church preventing vehicular access generally to the properties in Church Lane and the fact that they would prevent any emergency vehicles getting to them should the need arise. [Item 10a discussion refers](#)
- b Complaints have been received about the burning of materials being brought in wagons onto the Home Farm, Main Street site from elsewhere. [Item 10a discussion refers](#)
- c A resident has requested permission to remove the ivy from some of the trees in Chestnut Green where it is killing off a number of trees. Also the same resident has asked if the parish council would consider planting some more rowan trees where, in the same area, they have died over the past couple of years because the trees are vital for the wildlife. [Item 9f motion refers](#)

6 **Planning**

- 1 To agree consultation responses to the following planning proposals:
 - a Application for consent to fell 1no Beech Tree (T1) and replace with another tree nearby covered by TPO 6/2007, The Bungalow, 10 Old Vicarage Lane, Monk Fryston. [No Comments or Observations](#)
 - 2 Decision notices received
 - a 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 West Yorkshire LS25 5DU – Granted with Conditions. [Noted](#)
 - b 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 – Granted with Conditions. [Noted](#)

7 **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	£27,227.97
Previous Balance	£28,358.62
Cash received	£00.00
Cheques issued and cleared	£1130.65
Cheques not cleared	£0.00
Cash available when all cheques cleared	£27,227.97

c **Cash Book**

Cash Book Balance at 31 January 2025 £27,227.97

d **Cash Book Reconciliation**

Scribe reconciliation statement refers (issued under separate cover)

e **Mastercard Account**

Statement to 3 February (payment due 16 February) -£3.00

Item	Action
f Cash Available when all payments cleared	
Cash Book balance (c above) less Mastercard account (e above)	£27,224.97
g Savings Accounts	
Skipton BS	£78,684.37
Nationwide BS	£74,638.30
h Future Commitments / Income	
Liabilities as set out in Balance Sheet schedule	(-) £5026.00
Creditors	(+) £4295.23
Total Commitments (-) / Income (+)	(-) £730.07
i Capital Reserve Statement.	
Amount ring-fenced for capital expenditure is £148,453.	
Amount ring-fenced for CIL expenditure is £0 (fully expended)	
Remaining reserve for non-capital expenditure is £18,929.	
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. Confirmed	
8 Clerks Update. Noted	
a The 3-year term contract has been renewed with S G Landscapes.	
b The order has been placed for the tree report for Chestnut Green.	
8 Resolutions	
a To make payments in accordance with payments awaiting authorisation schedule (Appendix B refers). Agreed	Clerk
b Amended motion: To agree to holding the Annual Parish Meeting at the Community Centre on Thursday 10 April and annually on the second Thursday in April at 8pm (subject to room availability). Agreed	
c To agree the proposals for Summer planting. Email 09.02.25 issued under separate cover refers. Agreed	
d To agree the responses to the Survey for NYC Gypsy and Traveller Accommodation Assessment. NYC email 15.01.25 refers. Responses agreed and the Clerk instructed to complete the survey accordingly	Clerk
e To purchase a lidded storage box for storage of archive material in the shed. Cost not to exceed £20. Agreed	Clerk
f To identify any items requiring repair and / or maintenance and to determine appropriate action. Agreed to act on request under item 5c to remove the ivy from the trees by instructing S G Parkin accordingly and to include the replacement tree request into the tree survey report recently commissioned	Clerk
10 Discussion Items	
a Residents issues received under item 5	
Item 5a parking: The consensus view was that, because Church Lane is a private road, there is little that can be done by the PC or any of the other authorities.	
Item 5b Home Farm: The activities to be drawn to the attention of NYC.	Clerk
b Barristers report on Mount and s56 (issued under separate cover). The consensus view	

Item	Action
<p>was that further enquiries should be made to see if the adjoining property deeds contained evidence that the mount was part of Main Street and enquiries to be made to the National Archives where it is thought there may be some information from circa 1840 about road improvements through the village.</p>	Cllr BH
<p>c Utilisation of the PC's 'Action Tracker'. Concluded that members should familiarise themselves with the content of the tracker with a view to discussing utilisation at the next meeting. Cllr BH offered to provide a tutorial to any member who needed help with accessing and using the tracker</p>	All
<p>11 Updates on actions agreed at previous meetings (PC's Action Tracker refers)</p>	
<p>a Updates not discussed</p>	
<p>12 Committee and Group Updates</p>	
<p>a Burial Committee. Consideration is being given to the need for Public Liability Insurance following the advice from MFPC's insurance brokers that there is a need for the Committee to have it. The PC has not received the budget from the JBC to approve</p>	Clerk
<p>b Planting Group. Nothing further</p>	
<p>c Highways and Footpaths Group. Nothing further</p>	
<p>d SSE community meeting. The meeting did not address anything of particular relevance to Monk Fryston. Cllr Holmes advised there was no merit in this PC attending as there is little or no impact and there is representation from other more local PCs</p>	
<p>13 Correspondence</p>	
<p>a Schedule of post received and issued since the last meeting. No aspects raised</p>	
<p>14 Items For Next Meeting</p>	
<p>a Items to be with Clerk before 10 March for next meeting on 18 March. Noted</p>	All

The meeting closed at 9.25pm

Appendix A

EXPENDITURE SINCE LAST MEETING

Description	Supplier	Payment (£)
Monthly service charge	Lloyds Bank plc	3.00
PAYE tax	HMRC	246.80
Winter gritsand	D&R Group	420.00
Donation for wreath	The Royal British Legion	30.00
Clerks salary	Philip Scott	355.17
JBC Clerk's salary	Sarah Burton	69.68
Bank Service charge	Unity Trust Bank	6.00

INCOME SINCE LAST MEETING

None

Appendix B

PAYMENTS AWAITING AUTHORISATION

Description	Supplier	Payment (£)
Fees for legal advice re s56 matter	Matthew White (Barrister)	2,520.00
Room Hire	MF and H Community Association	20.00
Remove Christmas motifs	Acorn Festive Lights	396.00
Tree removals	S G Parkin Landscapes	250.00
Fee for accident claim recovery (vat element)	DAC Beachcroft Limited	160.00
Monthly service charge	Lloyds Bank plc	3.00

