

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 16 November 2021 at the Community Centre, Old Vicarage Lane

Present: Cllrs Susan Woodhall (SW), Nigel Spofforth (NS),
Susan Scott (SS), Susan Ellis (SE), Amanda Shaw (AS), Matt Burton (MB), Malcolm Robinson (MR)

Clerk: Philip Scott

The Chairman Cllr Woodhall opened the meeting at 8pm

Item		Action
1	1) To record apologies for absence not given in advance of the meeting. None 2) To receive apologies for absence given in advance of the meeting. None 3) To consider the approval of reasons given for absence. N/A	
2	Declarations of interest: None declared	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 19 October 2021. Agreed by those present at the meeting	
	b To confirm the Minutes of the Extraordinary Meeting held on 9 November 2021. Agreed by those present at the meeting	
4	Residents Issues (15 mins)	
	1) Complaint about the bushes obstructing the A63 footpath on the NYCC land behind the Triangle plot at the junction with Lumbly Lane. Noted	
	2) Website contact message about the lack of a crossing across the A63. Noted	
5	Updates on actions agreed at previous meetings	
	a Landscaping remedial work contract for Chestnut Green. Tender enquiries to be made in December	Clerk
	b Review of the asset register. Ongoing	Cllrs NS, SE
	c Signing of deed for cemetery transfer. Awaiting Cllr NS signature (tomorrow)	Cllrs NS, AS
	d Improvement of Abbeystone Way access. A dialogue with the landlords agent has resulted in some improvement. Further work is needed to have full effect.	Clerk
	e Repair of the table at Chestnut Green. Awaiting Cllr NS action	Cllr NS
	f Arranging for cutting back of shrubs opposite 12 Chestnut Green. Clerk now requested to instruct PC's landscape maintenance contractor	Clerk
	g Contacting the owner of the land where Japanese knotweed has been reported. Awaiting action	Clerk
	h Unauthorised portacabin at the Car Wash site. SDC have requested either it's removal or a planning application submission within 28 days	Clerk
	i Deployment of the Tommy statue. In place	Cllr NS
	j The grant to the football club. The floodlights have been acquired and handed over and the financial assistance towards the cost of the drainage has been provided. The storage unit is in the process of being ordered.	Clerk
6	Planning	Various
	1) To agree consultation responses to the following planning proposals:	Chair

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	<p>a Yorkshire Green Energy ENablement (GREEN) Project (email 28 October 2021 issued under separate cover refers). Agreed to raise concerns about the addition pylons, the effect from electric and magnetic fields (there are 3 schools in proximity) and the effect on wildlife. To request that this application and the battery storage application should be considered together as they are mutually dependent. To request details from the emergency services about their strategy for dealing with any major fire and explosion incident. Agreed.</p> <p>b Two storey side extension, Bridge House, 14 Lumby Lane, Monk Fryston. Agreed no comments or observations</p> <p>2) Decision notices received</p> <p>a None received. Noted</p>																											
7	Finances	Clerk																										
	<p>a Authorised payments since last meeting:</p> <p>1 Clerks SO salary payment (£290). Noted</p> <p>2 Ritelite (Systems Ltd) (£9374.40 – cheque 1290). Noted</p> <p>3 MF Utd FC (£3500.00 – cheque 1291). Noted</p> <p>b Current Account</p> <table data-bbox="279 891 1334 1153"> <tr> <td>Current Account as Statement to 1 November 2021</td> <td style="text-align: right;">£7,904.37</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£37,861.70</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£29,957.33</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£3,620.00</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£4,284.37</td> </tr> </table> <p>c Savings Accounts</p> <table data-bbox="279 1209 1334 1344"> <tr> <td>Yorkshire Bank</td> <td style="text-align: right;">£33,113.00</td> </tr> <tr> <td>Skipton BS</td> <td style="text-align: right;">£73,723.75</td> </tr> <tr> <td>Nationwide BS</td> <td style="text-align: right;">£70,322.32</td> </tr> </table> <p>d Future Commitments / Income</p> <table data-bbox="279 1400 1334 1534"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £9315.00</td> </tr> <tr> <td>Creditors</td> <td style="text-align: right;">(+) £1518.00</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £7797.00</td> </tr> </table> <p>e Cash Book</p> <table data-bbox="279 1579 1334 1624"> <tr> <td>Cash Book Balance at 8 November 2021</td> <td style="text-align: right;">£4,284.37</td> </tr> </table> <p>f Current Account / Cash Book Reconciliation</p> <p>The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above). Noted</p> <p>g Expenditure / Budget comparison</p> <p>The comparative expenditure through to the end of October was £26,342 against a forecast of £10,856. Noted</p> <p>h S137 Expenditure</p> <p>It is estimated that the PC has committed to spend approximately £5850 of its allowance of £6543 for this financial year (analysis issued under separate cover refers) Noted.</p> <p>h Audit Control</p>	Current Account as Statement to 1 November 2021	£7,904.37	Previous Balance	£37,861.70	Cash received	£00.00	Cheques issued and cleared	£29,957.33	Cheques not cleared	£3,620.00	Cash available when all cheques cleared	£4,284.37	Yorkshire Bank	£33,113.00	Skipton BS	£73,723.75	Nationwide BS	£70,322.32	Liabilities as set out in Balance Sheet schedule	(-) £9315.00	Creditors	(+) £1518.00	Total Commitments (-) / Income (+)	(-) £7797.00	Cash Book Balance at 8 November 2021	£4,284.37	
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	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	
	a Following representations from a resident some time ago the potentially dangerous lighting pole within the Lumby Hill Substation compound has been removed from site after the PC approached NYCC who in turn approached Northern Powergrid. The lighting pole was a historic but redundant part of the PC's street lighting supply. Email 30.09.20 under separate cover refers. Noted	
9	Resolutions	
	<p>a To make payments in accordance with payments schedule (issued under separate cover). Agreed</p> <p>b To agree not to hold an ordinary meeting in December. Agreed</p> <p>c Subject to agreement of motion 9b to delegate to the Clerk authority to pay against any invoices falling due before the January meeting. Agreed</p> <p>d Subject to agreement of motion 9b to agree a procedure for addressing any planning application consultations that fall due before the January meeting. Action delegated to the Clerk following consultation with Cllrs NS and AS</p> <p>e To transfer £14000 from the Virgin Money Savings Account to the current account to cover the cost of recent purchases. Agreed</p> <p>f To agree the budget and precept for 2022/2023 (draft issued under separate cover). Agreed the budget as Appendix A attached and agreed no change to the Precept over and above last year</p> <p>g To support the implementation of 20mph as the default speed limit for our parish and in all the urban and village streets in North Yorkshire where people live, work, shop, play and learn. This parish councils will write to the Leader and Cabinet Member for the Highway Authority (currently North Yorkshire County Council) to implement a County wide policy on this issue to support 20mph as the default limit with higher limits only where the needs of vulnerable road users are fully taken into account (email 29.09.21 issued under separate cover refers). Agreed</p> <p>h To purchase a 240gb ssd drive at an approximate cost of circa £20 to improve the speed of the PC's laptop. Agreed</p> <p>i To consider the request from Hillam Christmas Tree Light event to display a poster on the gate at the Triangle. Agreed</p> <p>j To consider the application for a grant received from Monk Fryston Netball Club and to determine an appropriate award (application particulars issued under separate cover). (email 7.11.21 issued under separate cover refers). Agreed that the PC should purchase the balls and marking spots and gift them to the club.</p> <p>k To arrange for the shredding of the PC's confidential waste by an accredited company (approximate cost £70). Agreed</p> <p>l To agree if the PC wants to fund the proposed Traffic Regulation Order (TRO) for Fryston Common Lane which will be around £2000 or to wait until January 2022 when the County Councils compiles a large Order to be advertised which the County Council will fully fund. Agreed wait option</p> <p>m 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 £90. Agreed</p> <p>n To agree the rota dates for changing the deployment direction of the two VAS signs (vas deployment statement issued under separate cover refers). Alternative proposal from Cllr MB for 11 weeks on and two weeks off, signs not to be rotated through 180 deg, cycle to commence 19 November. All agreed</p> <p>o To identify any items requiring repair and / or maintenance and to agree action</p>	

Item		Action
10	Discussion Items	
	a Residents issues received under item 4 1) Bushes: Clerk to write to NYCC to request action 2) Crossing: Clerk to respond giving summary of situation and circumstances b The MVAS/traffic report (issued under separate cover). Enquiries to be made about the use of the speed guns obtained by the Safety Partnership. Data from the previous survey to be reviewed to assess approximate proportion of HGV's	
11	Other Updates	
	a Burial Committee. Nothing further b Village Decoration. Meeting intended 30 November c Projects Working Party Group. Meeting intended 23 November d Highways and Footpaths Group. Nothing further e Comms Group. Alternative printing options being explored for next newsletter. To date 65 residents have requested electronic copies. f Queens Jubilee matters. Two meetings have been held to date	Cllr SS Cllr SS Cllr SW Cllr SW Cllrs SE, MB Cllrs SW, AS
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 10 January for next meeting on 18 January. Noted	All

The meeting closed at 10.11pm

APPENDIX A

2022.23

Item

Definite Fixed Costs	10872.00
Clerks Salary	4266.00
Clerk Use of Facilities	260.00
Clerk National Insurance	0.00
Statutory Insurance	468.00
Burial Committee	1509.00
Internal and external Audits	312.00
Grass Cutting	3277.00
Electricity for lighting	780.00
Definite Variable Costs	1743.00
Lighting repairs	208.00
Office Running Expenses	780.00
Room Hire	360.00
Councillor expenses	187.00
Winter Gritsand	208.00
Optional Costs	9798.00
Grants	1530.00
Winter plants 2019/20^	0.00
Summer plants 2019^	0.00
Christmas Decoration^	0.00
Highways infrastructure	
Training and Prof Memberships	800.00
Village decoration	3570.00
Cleaning of bus shelters and benches	388.00
Newsletter x4	500.00
Legal Advice	500.00
Chestnut Green landscaping work	
VAS sign electricity	10.00
Refurbishment of telephone box	
Jubilee Event	2500.00
Total	22413.00

^ included in Village Decoration

ANALYSIS

Requirement	22413.00
Funded from Savings	1809.00
Council Tax Precept as agreed	20604.00
Band D Equivalents	440.93
Band D Charge	46.73
Increase £	0.00
Increase %	0.00