

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19 July 2022 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Susan Woodhall (SW), Nigel Spofforth (NS), Malcolm Robinson (MR), Bill Holmes (BH)

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. Cllr Kaye 2) To receive apologies for absence given in advance of the meeting. Cllrs Burton and Shaw 3) To consider the approval of reasons given for absence. Accepted	
2	Declarations of interest: None declared	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 21 June 2022. Agreed	
4	Residents Issues (15 mins)	
	a A resident has requested trimming of the tree on the corner of Deer Park Court and Lumby Lane because of the impact on his property	
5	Updates on actions from previous meetings	
	a Starter pack for new members. In progress b Capital and CiL Account. In progress. c The tree adjacent to 1 Chestnut Green. Awaiting check on status d The adhoc vegetation growth on the A63 railway bridge. Nothing further e Parish residents survey. Incorporated into the Newsletter f Plaque for the Jubilee tree. Awaiting selection of type / style	
6	Planning	
	1 To agree consultation responses to the following planning proposals: a Section 73 application to vary Condition 02 (plans) of approval 2021/0808/FUL Demolition of existing dwelling and new build 5 bed dwelling with renovation works to garage, Beam House, 2 The Quarry, Lumby Lane. Agreed no comments or observations 2 Decision notices received a Replacement of existing double garage with garage and garden room with basement and replacement access gates, 4 Lumby Lane, Monk Fryston – approved. Noted	Chair
7	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks salary payment - £312.57. Noted 2 JBC Clerks salary payment - £108.10 Noted b Current Account Current Account as Statement to 31 July 2021 £24,490.30 Previous Balance £22,046.40 Cash received £5,791.06	

Item		Action
	<p>Cheques issued and cleared £3,347.16</p> <p>Cheques not cleared £160.00</p> <p>Cash available when all cheques cleared £24,330.30</p> <p>c Savings Accounts</p> <p>Yorkshire Bank £19,194.13</p> <p>Skipton BS £73,723.75</p> <p>Nationwide BS £70,918.04</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £5,683.00</p> <p>Creditors (+) £570.98</p> <p>Total Commitments (-) / Income (+) (-) £5,112.02</p> <p>e Cash Book</p> <p>Cash Book Balance at 30 June 2022 £24,330.30</p> <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 June was £6,919.03 against a forecast of £6,341.80. Noted</p> <p>h Audit Control</p> <p>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. A question was raised as to whether reclaimed vat should be regarded as income given that it constitutes reimbursement for expenditure.</p>	
7	Clerks Update	
	<p>a The annual return has been submitted to the external auditors. Noted</p> <p>b The reclaimed vat has been received. Noted.</p>	
9	Resolutions	Agreed
	<p>a To make payments in accordance with payments schedule (issued under separate cover). Agreed</p> <p>b To agree (documents issued under separate cover)</p> <p>i. The updated Standing Orders</p> <p>ii. The updated Financial Regulations</p> <p>iii. The updated Code of Conduct</p> <p>Agreed that amendments were required to all three documents. All three to be revised and presented to the next meeting subject to the Clerk being satisfied with the content</p> <p>c To pay the mandatory £40 annual data protection fee to the Information Commissioner's Office. Agreed</p> <p>d To spend up to £350 for the purchase of two purpose made planter display units and to agree siting locations (design issued under separate cover). Motion withdrawn</p> <p>e To agree the Newsletter (draft issued under separate cover) and expenditure of up to £180 for printing. Agreed</p> <p>f To pay for the Chairman to attend the YLCA Conference in Wakefield on 23 September 2022 at a cost of £120. Agreed</p> <p>g To nominate a fourth Councillor to the Unity Trust Bank mandate. Cllr BH nominated</p>	

Item		Action
	h To consider any items requiring repair and / or maintenance. The overhanging bushes on the South side of the Triangle require cutting back – clerk to arrange. Complaints have been received about the hazard presented by the projecting bushes onto the path alongside the Community Centre – Clerk to make resident aware. Complaints have been received about the lack of definition for the footpath along the side the Foundation Field – Foundation trust to be asked of it's intention in that respect.	
10	Discussion Items	
	<p>a Residents issues received under item 4 Tree on the corner of Deer Park Court. Resident to be advised that the responsibility for the tree rests with NYCC.</p> <p>b Occurrences of vandalism and theft. Recorded that the 20's Plenty banner had been stolen, plants in the large planter on the corner of Lumby Lane have been poisoned and the hazard bollards in the same vicinity removed</p>	
11	Updates	
	<p>a Burial Committee. Nothing further</p> <p>b Planting Group. Nothing further</p> <p>c Projects Working Party Group. Nothing further</p> <p>d Highways and Footpaths Group. Nothing further</p> <p>e Comms Group. A comms stat update has been issued under separate cover</p> <p>f Jubilee Finance Report. Nothing further</p> <p>g Quality Council Foundation Status Update. Update issue under separate cover</p>	<p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr MB</p> <p>Cllr SW</p> <p>Cllr BH</p>
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 8th August for next meeting on 16th August Noted	All

The meeting closed at 10.09pm