

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 21 September 2021 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Susan Woodhall (SW), Susan Scott (SS), Susan Ellis (SE), Amanda Shaw (AS),
Matt Burton (MB)

Clerk: Philip Scott

The Chairman Cllr Woodhall opened the meeting at 8pm

Item		Action
1	1) To receive apologies for absence given in advance of the meeting. Received from Cllr Robinson 2) To consider the approval of reasons given for absence. Approved for Cllr Robinson	
2	Declarations of interest: None declared	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on and not 17 August 2021. Agreed with an amendment to item 10e to read 'Comms Group' in place of Social Media Group	
4	Residents Issues (15 mins) A report of knotweed growing on the railway line has been received. Noted	
5	Planning	
	1 To agree consultation responses to the following planning proposals: a Erection of 2No. lean-to to either side of existing agricultural building, Land Off, Lowfield Road, Hillam. Agreed no comments or observations 2 Decision notices received a Erection of detached two storey dwelling with associated detached garage, Margyl Cottage, 40 Main Street, Monk Fryston – Granted. Noted	Chair
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment (£290). Noted 2 JBC Clerks salary payment (57.58 – cheque 1275). Noted 3 S G Parkin landscapes (£850 – cheque 1272). Noted 4 S G Parkin landscapes (£200 – cheque 1273). Noted 5 YLCA (£22.50 – cheque 1274). Noted 6 Business Stream (£6.67 – cheque 1276). Noted b Current Account Current Account as Statement to 2 September 2021 £22,726.81 Previous Balance £12,989.55	

Item		Action
	<p>Cash received £12,317.34</p> <p>Cheques issued and cleared £2,850.08</p> <p>Cheques not cleared £129.17</p> <p>Cash available when all cheques cleared £22,597.64</p> <p>c Savings Accounts</p> <p>Yorkshire Bank (after July interest - £21.40 and £10K transfer) £33,177.64</p> <p>Skipton BS £73,191.56</p> <p>Nationwide BS £70,618.44</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £14,318.76</p> <p>Creditors (+) £1,418.00</p> <p>Total Commitments (-) / Income (+) (-) £12,900.76</p> <p>e Cash Book</p> <p>Cash Book Balance at 13 September 2021 £22,597.64</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 August was £9040.59 against a forecast of £8,574.75. 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</p>	
7	Clerks Update	
	<p>a HMRC have refunded the vat as per the application. Noted</p> <p>b The managing agent for the apartment block in Abbeystone Way has been identified and it has agreed to instruct it's contractor to cut back the overgrowing vegetation that is compromising the sight line. Noted</p> <p>c The JBC bank mandate documentation has been the subject of additional signatures. It has now been returned to the bank pending authorisation. Noted</p> <p>d The deed for the transfer of the cemetery is still awaiting signature by the two remaining signatories Cllrs AS and NS. A letter has been received</p>	

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	<p>from the JBC expressing concern at the delay. Noted</p> <p>e A dialogue with NYCC is ongoing about the lack of grass cutting on the sight line out from the driveway of The Garden House to the A162. Noted</p> <p>f The resurfacing of the Church Lane footpath has been completed. Noted</p> <p>g An on-site meeting with NYCC Highways resulted in their suggestion that double yellow lines might be considered from the gates of the Hall for approx 60m down Fryston Common Lane. The suggestion is to be discussed internally at NYCC and the PC informed of the outcome. Noted</p> <p>h The external auditor has signed off the PC's accounts (the report in full will be presented to the next meeting). Noted</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule. Agreed with the addition of payment of £16 to Burton Salmon Village hall for the hire of the room by the JBC and to £240 to SBA Littlejohn for the carrying out the external audit</p> <p>b To consider the application for a grant received from Monk Fryston, Hillam & Burton Salmon Defibrillator Group and to determine an appropriate award (application particulars issued under separate cover). Agreed that the itemised goods in the application should be purchased by the PC and gifted to them</p> <p>c To launch the new website (approximate cost of £8 per month involving an upfront cost of approx. £192 for two years provision) with the current website being simultaneously discontinued. Agreed</p> <p>d To identify any items requiring repair and / or maintenance and to decide action. Agreed to have the missing table slat on the table set at Chestnut Green replaced</p>	
9	Discussion Items	
	<p>a Residents issues received under item 4 Item a: to obtain more details with a view to notifying Network Rail</p> <p>b The Foundation Field: The Foundation had issues with anything that would tie the use of the field into a long term commitment. It's immediate aim was to fence line the public footpath to curtail free use of the field. It's potential for use as a place for village parking would be reviewed by the PC's Capital Projects Group.</p> <p>c Opportunities for providing assistance to improve sustainability in the village Deferred in the absence of Cllr Spofforth. To be taken up by the Projects Group.</p> <p>d SDC Local Plan Evidence Base Consultation (SDC email 3 Sept refers). No comments or observations.</p>	
10	Updates	
	<p>a Burial Committee. Moves are being taken to address a number of tree issues in the cemetery and to have the railings repainted. Inspections re</p>	Cllr SS

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	<p>other improvements are ongoing</p> <p>b Village Decoration. Early October will see planting of the pansies for the Winter display</p> <p>c Projects Working Party Group. A meeting is to be scheduled for next week</p> <p>d Highways and Footpaths Group. The path to Betteras Hill has been cleared and the gates repaired, Cllr Woodhall will check the operation was completed by NYCC. PC to request signposts at either end</p> <p>e Comms Group. Development of the internal comms strategy was ongoing</p> <p>f Queens Jubilee matters. A meeting of the steering group is scheduled for Wednesday 22 September.</p>	<p>Cllr SS</p> <p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SE</p> <p>Cllr SW</p>
11	Correspondence	
	a Schedule of post received and issued since the last meeting. No aspects raised	
12	Items For Next Meeting	
	a Items to be with Clerk before 11 October for next meeting on 19 October. Noted	All

The meeting closed at 9.26pm