

## Monk Fyston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 21 November 2023 held at the Community Centre, Old Vicarage Lane

Present: Cllrs Nigel Spofforth (NS), Matt Burton (MB), Bill Holmes (BH), Ryan Geldard (RG),  
Polly Hollingsworth, (PH) Ken Dent (KD)

Clerk: Philip Scott

The Chairman Cllr Spofforth opened the meeting at 7.30pm

Item		Action
1	a) To receive apologies for absence given in advance of the meeting. <a href="#">Received from Cllr Shaw</a> b) To record apologies for absence not given in advance of the meeting. <a href="#">N/A</a> c) To consider the approval of reasons given for absence. <a href="#">Accepted</a>	
2	a) Declarations of interest: <a href="#">Cllr MB declared an interest in Item 8f</a> b) To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g. <a href="#">No notices received</a>	
3	Confirmation of Minutes	
	a) To confirm as an accurate record the Minutes of the Meeting held on 17 October 2023. <a href="#">Confirmed. Cllr Dent asked for it to be recorded that on the matter of noise referred to in minute 4a he had raised the matter as a complainant who was affected by the nuisance and on behalf of residents who had approached him.</a> b) To confirm as an accurate record the Minutes of the Extra Ordinary Meeting held on 31 October 2023. <a href="#">Confirmed</a>	
4	Residents Issues (15 mins)	
	a) Residents further submission regarding trees on NYC owned land at entrance to Deer Park Court.	
5	Planning	
	1) To agree consultation responses to the following planning proposals: a) Public Engagement in Planning - Consulting on the Draft Statement of Community Involvement. Email 9.11.23 refers. <a href="#">Agreed no response</a> 2) Decision notices received a) None received. <a href="#">Noted</a>	Chair
6	Finances	Clerk
	a) <b>Authorised payments since last meeting:</b> 1 Bank Statement to 31 October refers (issued under separate cover). <a href="#">Noted</a> 2 Debit card payments (2) to Festive Lights for sundry items totalling £152.06. <a href="#">Noted</a> b) <b>Current Account</b> Current Account as Statement to 31 July 2021 <span style="float: right;">£12989.55</span> Previous Balance <span style="float: right;">£16951.04</span> Cash received <span style="float: right;">£1367.20</span> Cheques issued and cleared <span style="float: right;">£5328.69</span> Cheques not cleared <span style="float: right;">£1212.50</span> Cash available when all cheques cleared <span style="float: right;">£11777.05</span> c) <b>Savings Accounts</b>	

Item		Action
	<p>Yorkshire Bank £19,213.33</p> <p>Skipton BS £74,759.50</p> <p>Nationwide BS £72,107.90</p> <p><b>d Future Commitments / Income</b></p> <p>Liabilities as set out in Balance Sheet schedule (-) £8,064.00</p> <p>Creditors (+) £719.49</p> <p>Total Commitments (-) / Income (+) (-) £7,344.51</p> <p><b>e Cash Book</b></p> <p>Cash Book Balance at 13 November 2023 £29,289.63</p> <p><b>f Current Account / Cash Book Reconciliation</b></p> <p>The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above). <a href="#">Noted</a></p> <p><b>g Expenditure / Budget comparison</b></p> <p>The comparative expenditure through to the end of October was £18,044 against a forecast of £13,260. <a href="#">Noted</a></p> <p><b>h Capital Reserve Statement to 1 May</b></p> <p>Amount ring-fenced for capital expenditure is £148453.</p> <p>Amount ring-fenced for CIL expenditure is £5,128.</p> <p>Remaining reserve for non-capital expenditure is £31,790.</p> <p><a href="#">Noted</a></p> <p><b>i Audit Control</b></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. <a href="#">Confirmed</a></p>	
7	Clerks Update	
	<p><b>a</b> The JBC internet account with Unity Trust Bank is now open. The transfer of funds from it's Virgin account is in the process of being arranged. <a href="#">Noted</a></p> <p><b>b</b> The Scribe accounting system is now in place and the process of adding data to it has commenced. <a href="#">Noted</a></p> <p><b>c</b> The Christmas motifs and sundry installation items have been purchased. The power has been provide at each lamp post and arrangements are in place to complete the installations.<a href="#">Noted</a></p> <p><b>d</b> The contractor appointed to paint the railings has informed the PC that, because of the persistently adverse weather, it will now not be prudent to do the work until the Spring. <a href="#">Noted</a></p>	
8	Resolutions	
	<p><b>a</b> To make payments in accordance with payments schedule (issued under separate cover). <a href="#">Agreed plus a payment to S G Parkin in the sum of £685</a></p> <p><b>b</b> To consider and agree the 2024/2025 budget and precept (draft issued under separate cover). <a href="#">Budget agreed along with a precept application of £49 Band D Equivalent rate.</a></p> <p><b>c</b> To agree the Joint Burial Committee precept in absence of any request from the JBC. <a href="#">Precept agreed at £1695</a></p> <p><b>d</b> To authorise the Clerk to purchase on a best value supplier basis</p> <ul style="list-style-type: none"> <li>i. a YardMaster shed 10' x 10' (details issued under separate cover)</li> <li>ii. a floor support kit for shed</li> <li>iii. integral shelving unit for shed</li> <li>iv. flooring for shed</li> <li>v. 2 off combination locks for shed</li> </ul> <p><a href="#">Agreed</a></p>	

Item		Action
	<p>e In connection with the construction of a base for the YardMaster shed to delegate to the clerk the responsibility for purchasing</p> <ul style="list-style-type: none"> <li>i. aggregate for concrete base</li> <li>ii. cement for concrete base</li> <li>iii. shuttering for concrete base</li> </ul> <p>any further sundry items required to facilitate the construction of the base <i>Agreed</i></p> <p>f To consider the request from a resident for a memorial bench on the green at Chestnut Green (email 29.10.23 refers). <i>After consideration it was agreed that the Chairman should discuss the expressed views of members further with the resident prior to concluding a determination.</i></p> <p>g To delegate to the Clerk authority to pay against any invoices falling due before the January meeting. <i>Agreed</i></p> <p>h To agree a procedure for addressing any planning application consultations that fall due before the January meeting. <i>Agreed subject to liaison with the Planning Group</i></p> <p>i 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 £115. <i>Agreed</i></p> <p>j To sponsor the floodlighting of St Wilfrid's Church for one week at a cost of £35 (email 12.10.23 refers). <i>Agreed</i></p> <p>k To consider the application for a grant received from Monk Fryston Pre-School and to determine an appropriate award (application issued under separate cover). <i>Agreed, prior to determination, to discuss with the applicant the practicalities of providing refurbished ipads on a loan basis.</i></p> <p>l To consider the application for financial assistance received from the Citizens Advice Bureau and to determine an appropriate award (email 13.10.23 issued under separate cover refers). <i>Agreed in principle to contribute £250 subject to agreement of virement at the next meeting</i></p> <p>m To delegate to the Clerk the authority to purchase winter plants and compost from local suppliers on a value engineered basis up to a maximum sum of £430. <i>Not agreed. Planters only to be tidied up.</i></p> <p>n To identify any items requiring repair and / or maintenance and to agree action. <i>None identified</i></p>	<p>Cllr NS</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9	Discussion Items	
	<p>a Residents issues received under item 4. <i>In connection with the residents further submission (email 18.11.23) regarding trees on NYC owned land at entrance to Deer Park Court it was concluded that the issue was not one that should be addressed by the PC.</i></p>	
10	Updates on actions agreed at previous meetings (PC's Action Tracker refers)	
	<p>a <i>All outstanding actions were reviewed and the action list updated</i></p>	
11	Committee and Group Updates	
	<ul style="list-style-type: none"> <li>a Burial Committee. <i>Nothing further</i></li> <li>b Planting Group. <i>Condition of planters to be assessed and schedule to be updated.</i></li> <li>c Road Safety Working Party. <i>Concentration on a further submission regarding the pedestrian crossing to be organised</i></li> <li>d Highways and Footpaths Group. <i>Nothing further</i></li> <li>e Comms Group. <i>The newsletter has been distributed</i></li> </ul>	<p>Cllr NS</p> <p>All Cllrs</p>
12	Correspondence	
	<p>a Schedule of post received and issued since the last meeting. <i>No aspects raised</i></p>	
13	Items For Next Meeting	
	<p>a Items to be with Clerk before 6th January for next meeting on 16th January. <i>Noted</i></p>	All

The meeting closed at 9.30pm