

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 15 February 2022 held at the Community Centre, Old Vicarage Lane

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

Clerk: Philip Scott and 2 residents

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. <i>All present</i> 2) To receive apologies for absence given in advance of the meeting. <i>All present</i> 3) To consider the approval of reasons given for absence. <i>All present</i>	
2	Declarations of interest: <i>Cllr NS declared an interest in item 6.2).a</i>	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 18 January 2022. <i>Confirmed</i>	
4	Residents Issues.	
	1) Christmas lights on main street. Can the PC investigate having similar to other villages? 2) Issues associated with the fencing off of the footpath in the field behind the cemetery	
5	Updates on actions from previous meetings	
	a Signing of deed for cemetery transfer. <i>Now signed by all parties and completed</i> b Improvement of Abbeystone Way access. <i>Awaiting information from NYCC on the sight line requirement</i> c Repair of the table at Chestnut Green. <i>Un-repaired as yet.</i> d Deployment of the Tommy statue. <i>Addressed</i> e Shredding of confidential waste. <i>Nothing further</i> f Internet banking. <i>Application in progress (28% complete)</i>	
6	Planning	
	1 To agree consultation responses to the following planning proposals: a None received. <i>Noticed</i> 2) To agree action pertinent to the appeal against planning decision for:- a Refusal of planning permission for Lawful Development Certificate associated with business to the east of 7 Orchard Close, Monk Fryston. <i>Agreed no action (resolved in the absence of Cllr NS following a declaration of interest)</i> 2 Decision notices received a Erection of first floor extension over existing single storey domestic sitting room, 106 Main Street, Monk Fryston, Selby – approved. <i>Noted</i>	Chair
7	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment (£290). <i>Noted</i> b Current Account Current Account as Statement to 2 February 2022 <i>£13907.95</i> Previous Balance <i>£17994.55</i>	

Item		Action
	<p>Cash received £00.00</p> <p>Cheques issued and cleared £4086.60</p> <p>Cheques not cleared £413.75</p> <p>Cash available when all cheques cleared £13464.20</p> <p>c Savings Accounts</p> <p>Yorkshire Bank (before January interest) £19,113.00</p> <p>Skipton BS £73,723.75</p> <p>Nationwide BS £70,322.32</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £4552.75</p> <p>Creditors (+) £1518.00</p> <p>Total Commitments (-) / Income (+) (-) £3034.75</p> <p>e Cash Book</p> <p>Cash Book Balance at 7 February 2022 £13,464.20</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 January was £31,600 against a forecast of £20,300. 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>	
8	Clerks Update	
	<p>a Following the request by SDC for the submission of a planning application for the recently erected fence at 34 Main Street the owners have informed SDC that they will be taking it down. Noted</p> <p>b NYCC have been requested to rectify the faulty street light outside 10 Mill Close. Noted</p> <p>c The contractor has been appointed for the work at Chestnut Green. Noted</p> <p>d A planning application has been submitted to SDC for the portacabin at the car wash site but it has yet to be validated. Noted</p> <p>e A new cable has been purchased for connecting the PC to the projector at a cost of £11.99. Noted</p> <p>f SDC has replaced the Water Lane, Main Street and The Quarry street signs with new as requested by the PC. Noted</p>	
9	Resolutions Agreed	
	<p>a To make payments totalling £260 in accordance with payments schedule. Agreed</p> <p>b Amended motion: To agree to holding the Annual Parish Meeting at the Community Centre on Thursday 14 April at 8pm. Agreed</p> <p>c Amended motion: To cut the free-standing hedge opposite 12 Chestnut Green down to the ground. Agreed</p> <p>d To appoint a working party of up to three councillors to review Council policies and procedures and appoint a Lead for this group. Agreed with Cllrs AK and SE (as lead) appointed</p>	

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	<p>e To approve the final copy of the Newsletter and agree number of prints and printing costs. Newsletter and quotations issued under separate cover. Agreed the final copy with 450 copies to be purchased from Tiger Print at a cost of £148.</p> <p>f To accept the updated asset register as reviewed subject to the final updates being added to the register of items as discussed at January meeting; lamposts, Christmas decorations, items at specified address in the village. Asset Register issued under separate cover. Agreed</p> <p>g To appoint a working party of up to three councillors to produce a policy for Council Tendering and appoint a Lead for this group. Agreed with Cllrs AK, NS and SE (as lead) appointed</p> <p>h To disband the present Village Decorations Committee and reintroduce a Village Planting Group and to agree its Terms of Reference (document issued under separate cover refers). Agreed</p> <p>i To appoint two councillors and the clerk to produce a starter pack for new members with the Clerk as the Lead for this group. Agreed with Cllrs SW and NS appointed</p> <p>j Confidential Item considered in the absence of members of the public. To consider the tenders received for the 3 year fixed term grass cutting contract and to appoint a contractor. Three tenders received. Agreed that clarification should be obtained from all three on a potential ambiguity in the way their tender returns had been priced with responsibility for accepting the lowest tender delegated to the Clerk thereafter.</p> <p>k To agree the lease for the Triangle (document issued under separate cover refers). Agreed</p> <p>l To agree the terms of reference for the Newsletter (document issued under separate cover refers). Agreed</p> <p>m To purchase campaign materials in support of the '20s Plenty' campaign, to be displayed around the village: a) purchase of 2xbanners at a cost of approx. £80. Agreed b) purchase of 100xwindow stickers at a cost of approx. £44. Agreed c) purchase of 100xwheelie bin stickers at a cost of approx. £90. Agreed document issued under separate cover refers. The Clerk advised the PC that banners are classed as advertisements and as such are subject to planning control. Noted</p> <p>n To purchase public notice signs up to £30, the signs would be to advise against dog fouling urination. Agreed</p> <p>o To take over the responsibility for the insurance of the cemetery. Agreed</p> <p>p To identify any items requiring repair and / or maintenance. None tabled</p>	
10	Discussion Items	
	<p>a Residents issues received under item 4 1) Christmas lights on main street. Can the PC investigate having similar to other villages? This was previously within the remit of the Village Decoration Committee but all members could now come up with suggestions for consideration 2) Issues associated with the fencing off of the footpath in the field behind the cemetery. The slippery condition of the surface was a cause for concern but it was part of the ongoing initiative to provide a definitive footpath. The deployment of the barbed wire was a legitimate provision to protect what is private land. Advice to be issued to residents to use an alternative route for the time being if the slippery conditions prevail.</p> <p>b Forming a Project Management Group to track all activities. Mixed views were expressed about the need with the door left open for amplification.</p>	
11	Updates	
	<p>a Burial Committee. Acting on the advice of the police the water has been turned off by Yorkshire Water to counter it's misappropriation.</p>	Cllr SW

Item		Action
	<p>b Village Decoration. Now disbanded under minute 8h with attention to be turned by the Planting Group to the Summer planting with the Jubilee celebrations in mind</p> <p>c Projects Working Party Group. There has been a constructive meeting with representatives of the School, Community Association and the Education Foundation with the objective of possibly creating a recreational facility for public use.</p> <p>d Highways and Footpaths Group. Progress has been made in conjunction with NYCC and the landowners to properly define the footpath between Water Lane and Austfield Lane for the benefit of both users and landowners.</p> <p>e Comms Group. Visits to the PC website have increased 300% month-on-month, with 54% increase in 'views' of the Facebook page over the last month. 91 people have now signed-up to receive email communications from the PC</p>	<p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SW</p> <p>Cllrs SE, MB</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 March for next meeting on 15th March. Noted	All

The meeting closed at 9.52pm

SCHEDULE OF PAYMENTS			Meeting	15 February 2022	
Payee	Invoice No	Amount	Vat	Item	Cheque
MF and H Community Association	22014	20.00	n/a	room hire	1309
S G Parkin Landscapes	2725	240.00	n/a	pruning back of hedge adj. 12 CG	1310
Total		£260.00			

