

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19 October 2021 held at the Community Centre, Old Vicarage Lane

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

Clerk: Philip Scott

The Chairman Cllr Woodhall opened the meeting at 8.08pm

Item		Action
1	1) To receive apologies for absence given in advance of the meeting. Received from Cllr Shaw 2) To consider the approval of reasons given for absence. Accepted	
2	Declarations of interest: Cllr MR declared a non pecuniary interest in items 8i and 8 m	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 21 September 2021. Agreed	
4	Residents Issues (15 mins)	
	None received	
5	Planning	
	1 To agree consultation responses to the following planning proposals: a Conversion of derelict outbuilding to ancillary accommodation comprising garaging, workshop, studio and storage, Siddle Farm, Selby Road, Monk Fryston. Agreed no comments or observations 2 Decision Notices received a Demolition of existing dwelling and new build 5 bed dwelling with renovation works to garage, Beam House, 2 The Quarry, Lumby Lane - granted. Noted	Chair
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment 2 JBC Clerks salary payment (cheque 1268 - £57.78) 3 HMRC paye payment (cheques 1267 and 1269 - £270.40 in total)	
	b Current Account	
	Current Account as Statement to 31 July 2021	£37861.70
	Previous Balance	£22726.81
	Cash received	£15494.06
	Cheques issued and cleared	£359.17
	Cheques not cleared	£7622.68
	Cash available when all cheques cleared	£30239.02
	c Savings Accounts	
	Yorkshire Bank	£33,113.00
	Skipton BS (September statement with £532.19 annual interest)	£73723.75
	Nationwide BS	£70,322.32
	d Future Commitments / Income	

Item		Action
	<p>Liabilities as set out in Balance Sheet schedule (-) £21899.25</p> <p>Creditors (+) £1518.00</p> <p>Total Commitments (-) / Income (+) (-) £20381.25</p> <p>e Cash Book</p> <p>Cash Book Balance at 11 October 2021 £30239.02</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 September was £12,818.66 against a forecast of £9,851.70. 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 The agents for the Abbeystone Way apartment block arranged for the hedge at the corner of Lumby Lane to be cut back but the outcome does not resolve the sight line problem. A further meeting on site saw more work carried out with a consequential improvement but there is still a significant hazard. Further discussions are intended. Noted</p> <p>b The grass affecting the sight line from the driveway of The Garden House to the A162 has now been cut back by NYCC. Noted</p> <p>c NYCC's decision on the TRO for Fryston Common Lane is still awaited. Noted</p> <p>d The PC's updated bank mandate is now in place. Noted</p> <p>e Virgin Money will be permanently closing it's Selby branch on 24 January 2022. Noted</p> <p>f The bank account for the JBC is now operational and all the JBC money held in the PC's main account has been transferred into it. Noted</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule (issued under separate cover). Agreed</p> <p>b To agree that any none attendance at Parish Council Meetings without apologies in advance be recorded in the minutes of meeting. Agreed</p> <p>c To switch the PC's Virgin current account to an internet banking account with Unity Trust Bank and to nominate an appropriate number of councillors to authorise payments. Council agreed to defer the motion to a subsequent meeting</p> <p>d To open a debit card facility in conjunction with the Unity Trust Bank Account referred to in item c above. Council agreed to defer the motion to a subsequent meeting</p> <p>e To review the external auditors report and agree any action (report issued under separate cover). Agreed no action required</p> <p>f To agree attendance at this year's Remembrance Service, obtain wreath and make donation of £30 to the supplier The Royal British Legion. Agreed</p> <p>g To agree the content of the draft Newsletter, to agree it's format and to agree expenditure for printing. Agreed the content with a format similar to previous versions and agreed expenditure of up to £350 for 400 copies</p> <p>h To consider the mid year review of budgeted expenditure and agree any ensuing action Council agreed to defer the motion to a subsequent meeting</p> <p>i Amended motion: To request the PCC to light up the church for a period of one week at</p>	

Item		Action
	<p>Christmas as part of the PC's Christmas decoration initiative and to pay £35 to cover the cost. Agreed</p> <p>j To determine arrangements for deployment of the 'Tommy' statue over the Remembrance Day period. Agreed to deploy it on the triangle of grass at the corner of Water Lane and Old Vicarage Lane as in a previous year.</p> <p>k To request SDC to act on the unauthorised development (erection of a portacabin) at the car wash. Agreed</p> <p>l To consider the application for a grant received from Monk Fryston United JFC and to determine an appropriate award (application particulars issued under separate cover). Agreed that the PC should purchase the floodlights and the storage container and gift them to the club. Agreed to award a grant of up to £3500 towards the cost of the drainage subject to receipt of invoices</p> <p>m To consider the application for a grant received from St Wilfrids Parochial Church Council and to determine an appropriate award (application particulars issued under separate cover). Agreed not to make an award. The reason being that the Local Government Act 1894 contains a prohibition stipulating that the PC must not execute any works or contribute towards the expense of any work where the property in question relates to affairs of the church.</p> <p>n To determine the arrangement for repairing the table set at Chestnut Green. Agreed to be repaired by Cllr NS after approval of cost of materials involved</p> <p>o Amended motion. To request the PC's landscape contractor to severely cut back the shrubs on the island opposite no. 12. Agreed (to be subject to a meeting with him to establish precise extent)</p> <p>p To determine action pertinent to the presence of Japanese knotweed adjacent to the Lumby Lane railway bridge. Agreed that the clerk should make representations to person thought to be the landowner</p> <p>q To retrospectively agree to the hire the Newton Room at the Community Centre for use by the Capital Projects Group on 28 September at a cost of £20. Agreed</p> <p>r To identify any items requiring repair and / or maintenance and to determine action. None identified</p>	
9	Discussion Items	
	<p>a Residents issues received under item 4. None received</p> <p>b Procedures if a councillor fails to respond to emails pertaining to action points and tasks assigned or that they agree to action. Suggested that the 'updates' section in future agendas identifies such matters for reporting purposes</p> <p>c To review the draft budget for 2022.23 prior to its finalisation at the November meeting Council agreed to defer the motion to a subsequent meeting</p> <p>d Delaying the previously agreed purchase of the defibrillator equipment in order to maximise shelf life benefits. Thought to be a reasonable course of action</p>	
10	Updates	
	<p>a Burial Committee. Nothing further</p> <p>b Village Decoration. The barrel planters are expected to be re-planted on Thursday with the fountain planters completed early next week. A Committee meeting is to be convened shortly</p> <p>c Projects Working Party Group. Representations to the last meeting had resulted in the grant application by the football club. Further initiatives were under consideration including a MUGA, car parking and an addition to the play area at the Community Centre</p> <p>d Highways and Footpaths Group. Nothing further</p> <p>e Comms Group. The new website, Facebook page and Twitter account were all now up and running</p>	<p>Cllr SS</p> <p>Cllr SS</p> <p>Various Cllrs</p> <p>Cllr SW</p> <p>Cllrs MB and SE</p>

Item		Action
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 8 November for next meeting on 16 November Noted	All

The meeting closed at 10.22pm