

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19 September 2023 at the Community Centre, Old Vicarage Lane

Present: Cllrs Matt Burton (MB),
Amanda Shaw (AS), Bill Holmes (BH), Polly Hollingsworth (PH) and Ken Dent (KD)

Clerk: Philip Scott

The Vice Chairman Cllr Burton opened the meeting at 7.30pm

Item		Action
Noted		
1	a) To receive apologies for absence given in advance of the meeting. Received from Cllrs Spofforth and Geldard. b) To record apologies for absence not given in advance of the meeting. None recorded c) To consider the approval of reasons given for absence. Approved	
2	a) Declarations of interest: None declared b) To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g. Notice given by Cllr BH in relation to motion 8g	
3	Confirmation of Minutes	
	a) To confirm as an accurate record the Minutes of the Meeting held on 15 August 2023. Confirmed	
4	Residents Issues (15 mins)	
	a) Complaints from residents about excessive noise from events at The Crown. The complaints from several residents centred around the excessive noise arising during the holding of events, with the volume of the noise affecting residents quiet enjoyment within their own properties. Also the affect of customer parking for the events on Main Street restricting the free flow of traffic with, on occasion, queues forming back to Lumby Lane and obstruction of the pavement. Agreed to contact C/Cllr Grogan to seek advice. b) The bush on the first bend as you head up Chestnut Green obscures the line of sight of children crossing from the footpath adjacent to the road. Whilst the bush was cut back last year its regrowth has resulted in new concerns. Agreed to cut it back again as before	
5	Planning	
	1) To agree consultation responses to the following planning proposals: a) Reserved matters application including appearance, landscaping and scale of approval 2022/0484/OUT Outline consent for demolition of existing three bedroom dormer bungalow and erection of 3 detached houses with access and layout considered, The Bungalow, 10 Old Vicarage Lane, Monk Fryston. Agreed no comments or observations 2) Decision notices received a) Change of use of land and siting of two shipping containers for storage (retrospective), Community Centre, Old Vicarage Lane, Monk Fryston – granted subject to conditions. Noted	Chair
6	Finances	Clerk
	a) Authorised payments since last meeting: 1) Bank Statement to 31 August 2023 refers (issued under separate cover) b) Current Account Current Account as Statement to 31 August 2023 £25,632.11	

Item		Action
	Noted	
	<p>Previous Balance £28,011.84</p> <p>Cash received £00.00</p> <p>Cheques issued and cleared £2379.74</p> <p>Cheques not cleared £00.00</p> <p>Cash available when all cheques cleared £25,632.11</p> <p>c Savings Accounts</p> <p>Yorkshire Bank £19,213.33</p> <p>Skipton BS £74,239.82</p> <p>Nationwide BS £72,107.90</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £6318.00</p> <p>Creditors (+) £479.15</p> <p>Total Commitments (-) / Income (+) (-) £5,838.85</p> <p>e Cash Book</p> <p>Cash Book Balance at 12 September 2023 £25,632.11</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 £7309 against a forecast of £9,172. Noted</p> <p>h Capital Reserve Statement to 1 May</p> <p>Amount ring-fenced for capital expenditure is £147,203. Noted</p> <p>Amount ring-fenced for CIL expenditure is £5,128. Noted</p> <p>Remaining reserve for non-capital expenditure is £27,612. Noted</p> <p>i 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 PC's insurance broker has changed it's name. On 1st September, it retired the BHIB Councils Insurance name, brand and website and start trading as Clear Councils. It became part of the CLEAR Group in 2020 and it has now become a fully-fledged part of that group. Notwithstanding this, business remains unchanged. Noted</p> <p>b Nationwide Building Society increased the interest rate on the PC's account to 3.80% AER/gross p.a. (variable) from 30 August. Noted</p> <p>c Cllrs Dent, Hollingsworth and Holmes have been enrolled on YLCA training sessions. Noted</p> <p>d The Clerk's annual review is due in September. Noted</p> <p>e The Art Club have been authorised to display it's banner on the Triangle gate advertising their Arts and Crafts Exhibition on 22 October.</p> <p>f An interim Business Continuity Key Information document has been produced for deposit with the Chairman for use in case of a major incident</p>	Cllrs NS and MB
8	Resolutions	Agreed
	a To make payments in accordance with payments schedule (invoices and payments	Clerk

Item		Action
Noted		
	<p>issued under separate cover). Agreed payments totalling £720 along with the addition of payments against two further invoices received from S G Parkin Landscapes totalling £205 (invoices 3144, 3145)</p> <p>b To consider the External Auditors report and to agree any ensuing action (report issued under separate cover). Agreed no ensuing action necessary</p> <p>c To approved the revised finance regulations. Approved</p> <p>d To approve the revised publication scheme. Approved</p> <p>e To approve the revised training and development policy. Approved</p> <p>f To approve the initial plan for the location of the Christmas decorations. Copy issued under separate cover. Approved</p> <p>g Amended motion: To delegate power to the Clerk to order a wreath each year from the Royal British Legion for the Remembrance Day service up to a value of £30 and to include it in a scheme of delegation. Agreed</p> <p>h To agree action following the maturity of the Skipton Building Society 3-year fixed rate bond. Agreed to invest the maturing sum into a one year fixed rate bond with the same society at a rate of 5.25% AER</p> <p>i To agree a response to NYC's question to the PC about the PC taking responsibility of trees within the highway. Email 23.8.23 issued under separate cover refers). Agreed to decline the offer</p> <p>j To identify any items requiring repair and / or maintenance and to agree any associated action. Pot holes on Mill Close - to be reported to NYC. Similarly the wasp's nest on the footpath behind the school</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9	Discussion Items	
	<p>a Residents issues received under item 4. Nothing further</p> <p>b Consideration of the draft Council Risk Management Policy prior to it be presented for formal adoption. Deferred to next meeting</p> <p>c Consideration of the draft Council Risk Management Scheme prior to it being presented for formal adoption. Deferred to next meeting</p>	
10	Updates on actions agreed at previous meetings (PC's Action Tracker refers)	
	a All outstanding actions were reviewed and the action list updated	
11	Committee and Group Updates	
	<p>a Burial Committee. Nothing further</p> <p>b Planting Group. Winter planting to organise</p> <p>c Road Safety Working Party. There has been a meeting between Cllrs NS and RG with Cllr Keane Duncan, NYC's Executive Member for Highways and Transportation to discuss the pedestrian crossing during which C/Cllr Duncan expressed support for the proposal.</p> <p>d Highways and Footpaths Group. Nothing further</p> <p>e Comms Group. Commentary issued</p>	<p>Cllr NS</p> <p>Cllr AS</p> <p>Cllr MB</p> <p>Cllr MB</p>
12	Correspondence	
	a Schedule of post received and issued since the last meeting. No aspects raised	
13	Items For Next Meeting	All
	a Items to be with Clerk before 7 October for next meeting on 17 October. Noted	

The meeting closed at 9.42pm