

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

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

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

Clerk: Philip Scott and 1 resident

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. None 2) To receive apologies for absence given in advance of the meeting. Received from Cllr Shaw 3) To consider the approval of reasons given for absence. Accepted	
2	Declarations of interest: None declared	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 15 February 2022. Confirmed b To confirm the Minutes of the Extra Ordinary Meeting held on 22 February 2022. Confirmed	
4	Residents Issues (15 mins)	
	1) Pathway rectification request (email 7 March issued under separate cover refers). It was thought that the problem was primarily a consequence of a faulty drain. Clerk to take the matter up with Yorkshire Water.	
5	Updates on actions from previous meetings	
	a Improvement of Abbeystone Way access. Awaiting information from NYCC Highways b Repair of the table at Chestnut Green. Clerk attempting to engage a contractor c Shredding of confidential waste. Subject waste to be collected tomorrow d Internet banking. Application submitted and being processed by Unity Trust Bank e Purchase of 20's Plenty banners and stickers. A quotation has been provide for purchase of the goods at a cost of £200. Cheque to be issued f Purchase of dog fouling signs. Purchased g Starter pack for new member. Work in progress	
5	Planning	
	1 To agree consultation responses to the following planning proposals: a Two storey side extension and single story rear extension, 24 Hillside Close, Hillam, Selby. No comments or observations b Change of use to place canteen/cafe cabin onto existing car wash site (retrospective), Fryston Service Station, Main Street, Monk Fryston. Comments were raised on the reference to only 4m² of space being applied for when the cabin was much bigger, the fact that there were no meaningful elevations, the lack of anything specific about the location of the parking for the new facility and the extent of the site being subject to the change of use. Concern was also expressed about the pressure on the access the change of use might bring given that at times waiting cars for the car wash could not be contained within the site. c Lawful development certificate for existing use of land for standing of 27 residential caravans, use of land for standing of 27 vehicles, use of land for standing of 10 portalooos and use of land for storage of hardcore, road scalping and gravel, Land at A63-A1	Chair

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	<p>Junction 42, Selby Road, Monk Fryston. With no information being available about why the applicant considered that the development was lawful it was not possible to make any meaningful comment. A response from SDC was awaited on a request for an extension of time until this information was to hand.</p> <p>2 Decision notices received</p> <p>a None received. Noted</p>																											
6	Finances	Clerk																										
	<p>a Authorised payments since last meeting:</p> <p>1 Clerks SO salary payment (£290). Noted</p> <p>b Current Account</p> <table data-bbox="263 622 1334 891"> <tr> <td>Current Account as Statement to 2 March 2022</td> <td style="text-align: right;">£13,061.95</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£13,907.95</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£846.00</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£147.74</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£12,914.20</td> </tr> </table> <p>c Savings Accounts</p> <table data-bbox="263 952 1334 1086"> <tr> <td>Yorkshire Bank (before January interest)</td> <td style="text-align: right;">£19,113.00</td> </tr> <tr> <td>Skipton BS</td> <td style="text-align: right;">£73,723.75</td> </tr> <tr> <td>Nationwide BS</td> <td style="text-align: right;">£70,322.32</td> </tr> </table> <p>d Future Commitments / Income</p> <table data-bbox="263 1146 1334 1272"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £5047.24</td> </tr> <tr> <td>Creditors</td> <td style="text-align: right;">(+) £1518.00</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £3529.24</td> </tr> </table> <p>e Cash Book</p> <table data-bbox="263 1332 1334 1366"> <tr> <td>Cash Book Balance at 7 March 2022</td> <td style="text-align: right;">£12,914.20</td> </tr> </table> <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 February was £34,496.20 against a forecast of £21022.85. 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>	Current Account as Statement to 2 March 2022	£13,061.95	Previous Balance	£13,907.95	Cash received	£00.00	Cheques issued and cleared	£846.00	Cheques not cleared	£147.74	Cash available when all cheques cleared	£12,914.20	Yorkshire Bank (before January interest)	£19,113.00	Skipton BS	£73,723.75	Nationwide BS	£70,322.32	Liabilities as set out in Balance Sheet schedule	(-) £5047.24	Creditors	(+) £1518.00	Total Commitments (-) / Income (+)	(-) £3529.24	Cash Book Balance at 7 March 2022	£12,914.20	
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7	Clerks Update																											
	<p>a Parish Council elections have now been called for 5 May 2022. The deadline for Receipt of Nominations is 4:00pm on Tuesday 5 April 2022. Noted</p> <p>b Members attention is drawn to the code of recommended practice on local authority publicity during the period up to the election. (Nalc Practice Note L01-22 Code of Recommended Practice on Local Authority Publicity (England issued under separate cover refers). Noted</p> <p>c The storage unit for the Football Club has been delivered. Noted</p>																											

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8	Resolutions	
	<p>a To make payments in accordance with payments schedule. Agreed</p> <p>b To retire the 'IT Support Officer' role agreed at the February 2021 meeting (minute 8e) and to incorporate the following functions into the remit of the Communications group</p> <ul style="list-style-type: none"> • Administration of Office365. Agreed • Website management and maintenance. Agreed • Social media management and maintenance. Agreed <p>c To pay costs for the Jubilee celebrations:-</p> <ol style="list-style-type: none"> i. band £700. Agreed ii. packed lunches £700. Agreed <p>d To agree to the planting by a third party of a 'free issue' chestnut tree on Chestnut Green as part of the Jubilee celebrations and, if approved, to decide upon a location. Agreed with the location being decided by the Jubilee group</p> <p>e To agree the process to be adopted for considering and resolving on received tenders for the Summer and Winter planting. Agreed to be deferred to an extraordinary PC meeting</p> <p>f To consider the request by the appointed contractors to carry out the work to the trees at Chestnut Green on 21 April 2022. (Contractors email 3 March 2022 refers). Agreed that the work should not be carried out at that time but deferred until the end of the bird nesting season</p> <p>g To consider the agenda for the Annual Parish Meeting previously agree to be held on 14 April. (Draft Agenda issued under separate cover refers). Agreed</p> <p>h To review the PC's Financial Strategy Statement and to consider appropriate action. (strategy issued under separate cover). The strategy is required under section 15(1)(a) of the Local Government Act 2003. Agreed to amend the strategy for Band B) short term ready access to circa £15K</p> <p>i To appoint two additional Councillors to the mandate for the Skipton Building Society account. Agreed to appoint Cllrs Woodhall and Burton</p> <p>j To extend the landscape maintenance requirement to include weed spraying the path adjacent to the Community Centre on a three times yearly basis. Not agreed</p> <p>k To consider signature by the Clerk of the Declaration sent by NYCC in connection with the lease for the Triangle relating to the lack of security of tenure provisions under the lease. Declaration issued under separate cover. Agreed</p> <p>l To consider any items requiring repair and / or maintenance. Agreed that 1) a quotation to be obtained for spraying the weeds on the footpath adjacent to the Community Centre. 2) the damaged bus stop on Water Lane needs to be notified to the relevant authority 3) the tree adjacent to 1 Chestnut Green is becoming unweildy – check to be made on the requirement under the PC's tree maintenance schedule plan. 4) the adhoc vegetation growth in the Square and on the A63 railway bridge needs to be brought to the attention of the relevant authorities.</p>	
9	Discussion Items	
	<p>a Residents issues received under item 4</p> <p>b Resurfacing the public footpaths in the village. The consensus view was that they were natural paths and should be left as such with the matter of 'accessibility' being the more pertinent issue</p> <p>c Timetable for considering reviewed policies and procedures (draft issued under separate cover). Suggestions were made about prioritising some aspects of the timetable. Amended timetable to be drafted.</p>	
10	Updates	
	<p>a Burial Committee. The water has been cut off by Yorkshire Water with alternative sources for bona fide users being considered</p>	Cllr SW

Item		Action
	b Planting Group. Tender returns awaited c Projects Working Party Group. Nothing further d Highways and Footpaths Group. Residents who had expressed concerns about the fencing being erected along the path connecting Water Lane and Austfield Lane have been given an explanation of the background to why it was being erected. e Comms Group. Nothing further other than the analysis just issued to members f Jubilee Celebrations. To be the subject of a motion at an extraordinary meeting	Cllr SW Cllr SW Cllr SW Cllrs SE, MB Cllrs SW, AS
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 11th April for next meeting on 19th April. Noted	All

The meeting closed at 10.10pm

SCHEDULE OF PAYMENTS			Meeting	15 March 2022	
Payee	Invoice No	Amount	Vat	Item	Cheque
P Scott	n/a	7.92	n/a	12 2nd class stamps	1311
P Scott	n/a	21.98	incl	SS hard drive	1311
P Scott	n/a	7.92	n/a	12 2nd class stamps	1311
P Scott	n/a	11.99	incl	HDMI to VGA 4.5m cable	1311
P Scott	n/a	492.48	incl	Microsoft online services	1311
P Scott	68327	77.98	incl	Shredding of confidential waste	1311
P Scott	n/a	10.99	incl	batteries for Christmas lights	1312
P Scott	n/a	10.99	incl	batteries for Christmas lights	1312
P Scott	n/a	32.72	incl	dog urination signs	1313
MF and H Community Association	22029	30.00	n/a	room hire	1314
Elmhirst Parker LLP	101717	420.00	incl	legal services re cemetery deed	1315
TigerPrint	93839	148.00	n/a	printing of newsletter	1316
Total		£1,272.97			

