

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

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

Present: Cllrs Susan Woodhall (SW), Ashley Kaye (AK), Amanda Shaw (AS), Matt Burton (MB), Bill Holmes (BH)

Clerk: Philip Scott

The Chairman Cllr Woodhall opened the meeting at 7.30pm

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 Spofforth 3) 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. Received from Cllr SW in relation to Item 8b	
3	Confirmation of Minutes	
	a) To confirm the Minutes of the Meeting held on 21 February 2023. Confirmed	
4	Residents Issues (15 mins)	
	Raised issues deferred to Item 9a	
5	Planning	
	1) To agree consultation responses to the following planning proposals: Single storey extension to garage and construction of a garden room to replace a UPVC conservatory (retrospective), The Old Granary, 58 Lumby Hill, Monk Fryston. Agreed no comments or observations 2) Decision notices received a) None received. Noted	Chair
6	Finances	Clerk
	a) Authorised payments since last meeting: Bank Statement to 28 February refers (issued under separate cover). Noted Clerk salary payment (£312.57). Noted JBC Clerk salary payment (£103.70). Noted	
	b) Current Account as Statement to 28 February	
	Previous Balance	£25,039.02
	Current Account as Statement to 28 February	£24,935.62
	Cash received	£00.00
	Payments issued and cleared	£103.40
	Payments not cleared	£546.27
	Cash available when all cheques cleared	£24,389.35
	c) Savings Accounts	

Item		Action
	<p>Yorkshire Bank £19,213.33</p> <p>Skipton BS £74,239.82</p> <p>Nationwide BS £70,918.04</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £5963.00</p> <p>Creditors (+) £1599.75</p> <p>Total Commitments (-) / Income (+) (-) £4363.25</p> <p>e Cash Book</p> <p>Cash Book Balance at 7 March 2023 £24,389.35</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 June was £16,924.20 against a forecast of £21,113.35. Noted</p> <p>h Capital Reserves Statement to 1 March 2023</p> <p>Amount ring-fenced for capital expenditure is £147,682. Noted</p> <p>Amount ring-fenced for CIL expenditure is £5,128. Noted with a suggestion that this should be discussed at next meeting</p> <p>Remaining reserve for non-capital expenditure is £19,990. 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 Clerk attended the YLCA Risk Assessment training webinar on 22 February. In the light of the information obtained it is recommended that the PC carries out a comprehensive review it's risk assessment policy. Noted</p> <p>b The YLCA advice about a donation to the Emergency Disaster Committee for aid to Syria and Turkey is that the legislation stipulates that the PC does not have the power to make such a donation. Noted</p> <p>c A projector has been purchased at a cost of £159.99 with a 3 year warranty. Noted</p> <p>d The PC's Virgin Bank Savings Account is paying an interest rate of only 0.1%. By comparison the Unity Trust Bank equivalent account pays 2.01% AER. Noted. Clerk to research current market rates</p> <p>e The planned maintenance work to the trees on Chestnut Green has been completed. There are a few remaining logs still to be removed by the contractors. Noted</p> <p>f The month end salary payments to the Clerk and JBC Clerk will include balancing payments for the 2022.23 agreed salary increase. Noted</p> <p>g The Clerk has enrolled for a YLCA webinar on 22 March on the topic of 'Co-option and Vacancies'. Noted</p>	

Item		Action
8	Resolutions	
	<p>a To make payments in accordance with payments schedule (schedule and invoices issued under separate cover). Agreed</p> <p>b Tabled amended motion: To approve the co-option of an eligible candidate for the vacant seat on the Council. Resolved that Mr Ryan Geldard be co-opted as parish councillor to Monk Fryston Parish Council.</p> <p>c To agree the agenda for the Annual Parish Meeting to be held on 8 April. Draft Agenda issued under separate cover refers. Agenda agreed as drafted</p> <p>d Council shall identify a person or persons for any resolved motion where follow up is required. This shall be recorded in the minutes. The council also agrees that standing orders to be updated to reflect this requirement. Motion not moved</p> <p>e 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. Strategy agreed for 2023 as issued</p> <p>f To receive the report from the Football Club describing how the grants given to it have been used and the benefits arising from them. Report accepted</p> <p>g To nominate a member to the Joint Burial Committee. Cllr Holmes nominated</p> <p>h To approve the following new policies and procedures a. Crime and disorder policy. Agreed b. Disciplinary Procedure. Agreed c. Biodiversity policy. Agreed Documents issued under separate cover</p> <p>i 1) To approve the formation of a council Road Safety Working Party to assess the traffic situation on the A63 and Water Lane. Approved a) To approve the terms of Reference of the Working Party. Document issued under separate cover. Approved subject to amendment to remove the stipulated abilities for delegated powers. Cllr BH voting against such approval. b) To appoint three Councillors to the Working Party. Cllrs SW and MB appointed with a third nomination deferred</p> <p>j To dissolve the Projects Working Party Group. Agreed</p> <p>k To approve the Terms of Reference for the Communications Group. Document issued under separate cover. Agreed subject to the correction of the references to the group being a committee</p> <p>l To identify any items requiring repair and / or maintenance and to agree action. Nothing recorded.</p>	
9	Discussion Items	
	<p>a Residents issues received under item 4</p> <p>Complaint about parking obstructing the footpath opposite The Crown. The consensus view was that the complainant should be advised to make a complaint to the police via 101</p> <p>Complaint about the presence of the container at the Community Centre. Clerk to enquire with SDC about its status from a 'planning' aspect</p> <p>Complaint about late night anti social behaviour on the green at Chestnut Green. The consensus view was that the complainant should be advised to make a complaint at the time to the police via 101 making it clear that the Designated Public Places Order that covers village gives power to the police to act decisively in such circumstances.</p> <p>b Review of the PC's risk assessment policy. To be subject to discussion between Chairman, Clerk and Cllr BH.</p>	<p>Cllr SW</p> <p>Clerk</p> <p>Cllr SW</p> <p>Clerk , Cllrs SW and BH</p>

Item		Action
	<p>c New PC notice board (clerks email 09.03.23 refers). Clerk to obtain further costings specifically for aluminium and wooden 3 bay units.</p> <p>d Painting of the railings on the Mount. Clerk to obtain costings</p> <p>e To discuss action tracker. Tracker to be subject to a motion at the next meeting</p> <p>f To discuss annual calendar. The discussions were inconclusive</p> <p>g Criteria supplied by NYCC for A63 crossing (NYCC email 14.03.23 issued under separate cover refers). The criteria to be considered by the Road Safety Working Party</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr BH</p> <p>Cllrs SW and MB</p>
10	Updates on actions agreed at previous meetings	
	<p>a Payments as authorised. All paid</p> <p>b The request for a loan from the Cricket Club. Nothing further</p> <p>c Footpath to Church Lane submissions.</p> <p>d Fryston Common Lane resurfacing request. Nothing further</p> <p>e Lack of dropped kerb on Water Lane. Nothing further</p> <p>f Bridge falling debris incident. Nothing further</p> <p>g The adhoc vegetation growth on the A63 railway bridge. Nothing further</p> <p>h Skipton Building Society account. Credentials now deposited at Selby branch</p> <p>i PC Debit card application. Being progressed by Lloyds, the card provider</p> <p>j TRO for Fryston Common Lane. Nothing further from NYCC</p> <p>k Involving the school in a design for a new 'coat of arms'</p> <p>l Planning application for MUGA. Nothing further</p> <p>m Printing and distribution of the Newsletter. Completed</p> <p>n Street lighting cost saving measures. Awaiting NYCC response</p> <p>o Removal of the debris at the A63 Lumby Lane junction. Awaiting NYCC action</p> <p>p Purchase of projector. Completed</p> <p>q Sharepoint Action List. Completed</p> <p>r Parish residents survey. Completed</p> <p>s Footpath along the side of the Foundation Field. Nothing further</p> <p>t Plaque for Jubilee tree. Completed</p> <p>u Tree adjacent to 1 Chestnut Green. Intended work completed</p> <p>v Cost assessment for repair of bench at Battersby's roundabout. Nothing further</p> <p>w Request to NYCC for criteria for A63 crossing. Information received from NYCC</p> <p>x Damage to path alongside Community Centre. Letter written. Response awaited</p> <p>y Overhanging branches on trees on the A63 footpath West of the village. NYCC notified</p> <p>z Insurance claim for planter damage. In progress</p>	<p>Clerk</p> <p>Cllr NS</p> <p>Cllr SW</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr NS</p> <p>Cllr AS</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr SW</p> <p>Cllr NS</p> <p>Cllr SW</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr BH</p> <p>Cllr MB</p> <p>Cll SW</p> <p>Cllr SW</p> <p>Cllr NS</p> <p>Clerk</p> <p>Cllr NS</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
11	Committee and Group Updates	
	<p>a Burial Committee. The JBC Clerk attended a YLCA training webinar for new clerks</p> <p>b Planting Group. Nothing further</p> <p>c Projects Working Party Group. Now disbanded</p> <p>d Highways and Footpaths Group. Nothing further</p>	<p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SW</p> <p>Cllr SW</p>

Item		Action
	e Comms Group. Analysis of usage circulated	Cllr MB
	f Quality Council Foundation Status Update. Nothing further	Cllr BH
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 April for next meeting on 18th April. Noted	All

The meeting closed at 9.29pm