

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 17 August 2021 held at the Community Centre, Old Vicarage Lane

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

Clerk: Philip Scott

The Chairman Cllr Woodhall opened the meeting at 8pm

Item		Action
1	1) To receive apologies for absence given in advance of the meeting. All present 2) To consider the approval of reasons given for absence. N/A	
2	Declarations of interest: Cllr NS declared an interest in Item 2a	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 20 July 2021. Agreed b To confirm the minutes of the Village Decoration Committee held on 28 July 2021. Agreed	
4	Residents Issues (15 mins)	
	Parking issues on Church Lane. Email from resident 11.08.21 refers. Council noted the concerns expressed. The PC was aware of parking issues throughout the village and was trying to address the problem.	
5	Planning	
	1 To agree consultation responses to the following planning proposals: a Erection of detached two storey dwelling with associated detached garage, Margyl Cottage, 40 Main Street, Monk Fryston. Agreed no comments or observations b The Selby District Local Plan – Additional Sites consultation. Email 29.7.21 issued under separate cover refers. Agreed no comments or observations c Demolition of existing dwelling and new build 5 bed dwelling with renovation works to garage, Beam House, 2 The Quarry, Lumby Lane. Agreed concerns about larger footprint, the proximity to quarry face and impact of steep roof on the setting of the adjacent property 2 Decision notices received a Lawful development certificate for existing storage of building equipment and materials associated with business to the east of 7 Orchard Close – refused. Noted b Single storey garden room/conservatory, log store and spiral staircase from first floor annex over farm house garage, Kingfisher Farm, Fryston	Chair

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	Common Lane, Monk Fryston – granted. Noted																											
6	Finances	Clerk																										
	<p>a Authorised payments since last meeting:</p> <p>1 Clerks SO salary payment (£290). Noted</p> <p>2 JBC Clerks salary payment (cheque 1268 - £57.78). Noted</p> <p>3 HMRC paye payment (cheques 1267 and 1269 - £270.40 in total). Noted</p> <p>b Current Account</p> <table data-bbox="263 645 1334 943"> <tr> <td>Current Account as Statement to 31 July 2021</td> <td style="text-align: right;">£12989.55</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£16951.04</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£1367.20</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£5328.69</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£1212.50</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£11777.05</td> </tr> </table> <p>c Savings Accounts</p> <table data-bbox="263 1010 1334 1160"> <tr> <td>Yorkshire Bank</td> <td style="text-align: right;">£43,156.24</td> </tr> <tr> <td>Skipton BS</td> <td style="text-align: right;">£73,191.56</td> </tr> <tr> <td>Nationwide BS</td> <td style="text-align: right;">£70,618.44</td> </tr> </table> <p>d Future Commitments / Income</p> <table data-bbox="263 1234 1334 1480"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £15,402.09</td> </tr> <tr> <td>Creditors</td> <td style="text-align: right;">(+) £3914.65</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £11,487.44</td> </tr> </table> <p>e Cash Book</p> <table data-bbox="263 1547 1334 1585"> <tr> <td>Cash Book Balance at 8 August 2021</td> <td style="text-align: right;">£11,777.05</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 July was £6580.59 against a forecast of £7569.80. 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 31 July 2021	£12989.55	Previous Balance	£16951.04	Cash received	£1367.20	Cheques issued and cleared	£5328.69	Cheques not cleared	£1212.50	Cash available when all cheques cleared	£11777.05	Yorkshire Bank	£43,156.24	Skipton BS	£73,191.56	Nationwide BS	£70,618.44	Liabilities as set out in Balance Sheet schedule	(-) £15,402.09	Creditors	(+) £3914.65	Total Commitments (-) / Income (+)	(-) £11,487.44	Cash Book Balance at 8 August 2021	£11,777.05	
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7	Clerks Update	
	<ul style="list-style-type: none"> a The JBC bank mandate documentation is now with the bank pending authorisation. Noted b The deed for the transfer of the cemetery is awaiting signature by the remaining signatories. Noted c The work to Church Lane footpath is scheduled to be carried out w/c 23 August Completion is anticipated within 3 /4 days. Noted d SDC are acting on the unauthorised development adjacent to the A63 / A1M. The PC has been informed that the site is now subject to a High Court Order, a Stop Notice and two enforcement notices all aimed at stopping any further development and having the site returned to it's former state. It is understood that a number of planning applications have been submitted and they are currently in the process of being validated by the District Council. Noted 	
8	Resolutions	
	<ul style="list-style-type: none"> a To make payments in accordance with payments schedule (issued under separate cover). Agreed b To transfer £10,000 from the savings account to the current account pending the opening of the JBC account and to authorise transfer of the amount held in trust for the JBC once opened. Agreed c To accept the offer of a grant from the Community Association, given for the benefit of all the people of the area who use the footpath between Church Lane and Old Vicarage Lane, of up to £4600 as a contribution towards the cost it's repair. Email 2.8.21 issued under separate cover refers. Agreed d To authorise the display of a banner by the Art Club on the gate at the Triangle. Email 6.8.21 issued under separate cover refers. Agreed e To consider the retention of the table set at the southern end of Chestnut Green following a report of noise disturbance from a resident. Email 30.07.21 refers. Agreed to retain the tableset and bolt it down f To appoint a member to manage the protocol for the two vas signs and process the data gathered. Agreed that Cllr MB would fulfil the role g To appoint two members to be the PC's representatives to the village's Queens Jubilee celebration organisation group. Agreed that Cllrs AS and SW would fulfil the role h To pay the mandatory GDPR annual data protection fee of £40. Agreed i To appoint two members to review the PC's asset register and assets. Agreed that Cllrs NS and SE would fulfil the role j To appoint three members to be mandated to the PC's two Virgin Money accounts. Agreed that Cllrs MB, SE and SW would fulfil the role. k To appoint two members to be mandated to the Skipton Building Society account. Agreed that Cllrs NS and MR would fulfil the role 	

Item		Action
	<p>l To appoint two members to be mandated to the Nationwide account. Agreed that Cllrs SW and SE would fulfil the role</p> <p>m To agree the Terms of Reference for the Planning Applications Review Group. Document issued under separate cover refers. Agreed</p> <p>n To agree the Terms of Reference for the Highways and Footpaths Group. Document issued under separate cover refers. Agreed</p> <p>o To agree the Terms of Reference for the Capital Projects Group. Document issued under separate cover refers. Agreed but on the basis that it meets 'as necessary' as opposed to the specified number of times currently stipulated.</p> <p>p To agree the PC's External Comms Strategy and implementation using funding from savings this financial year and from the precept thereafter. Document issued under separate cover refers. Agreed</p> <p>q To agree the response to the SDC questionnaire regarding the Statement of Community Involvement Review 2021. Email 28.7.21 issued under separate cover refers. The answers to the five questions were agreed with the retention of the neighbour notification protocol for planning applications being urged. Cllr SW to submit the full response</p> <p>r To pay the fee for Cllr Woodhall attending YLCA's Broadening your Planning Knowledge Webinar Session (£22.50). Agreed</p> <p>s To identify any items requiring repair and / or maintenance and to agree action. Nothing identified</p>	
9	Discussion Items	
	a Residents issues received under item 4. Nothing further	
10	Updates	
	<p>a Burial Committee. Painting of the railings is the subject of a quotation</p> <p>b Village Decoration. Meeting minutes under item 3b above refer</p> <p>c Projects Working Party Group. Nothing further</p> <p>d Highways and Footpaths Group. Nothing further</p> <p>e Social Media Group. The PC's internal strategy is in the process of being developed</p> <p>f Yorkshire Green proposal for Rawfield Lane. The PC's comments have been lodged</p>	<p>Cllr SS</p> <p>Cllr SS</p> <p>Cllr NS</p> <p>Cllr SW</p> <p>Cllr SE</p> <p>Cllr SW</p>
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 13 September for next meeting on 21 September. Noted	All

The meeting closed at 9.40pm