

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 20th May 2020 held remotely in Microsoft Teams

Present: Cllrs Bill Holmes (BH), Nigel Spofforth (NS), Susan Scott (SS), Susan Woodhall (SW),
Robert Blowman (RB), Suzanne Young (SY), Amanda Shaw (AS)

Clerk: Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.55pm

Item		Action
1	Apologies for absence: There were no absentees	
2	Declarations of interest: None declared	
3	To confirm the minutes of the meeting held on 18 March 2020. Agreed by all present at that meeting. Chairman to sign	Cllr BH
4	Residents Issues. No residents presented	
5	Planning	Chair
	1 To agree consultation responses to the following planning proposals: a Proposed erection of a 2 storey rear extension to provide a larger kitchen, new bedroom with en-suite, 18 Hillcrest, Monk Fryston, Leeds. Agreed no comments or observations	
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment (£411.40 for March and £290 for April)	
	b Current Account Current Account as Statement to 1 May 2020 £13554.22 Previous Balance £4171.82 Cash received £10100.00 Cheques issued and cleared £717.60 Cheques not cleared £557.50 Cash available when all cheques cleared £12996.72	
	c Savings Accounts Yorkshire Bank balance after January 2020 interest £43,113.00 Skipton BS (2019 annual statement) £72,109.91	
	d Nationwide BS (2020 annual statement) £70,322.32	
	e Future Commitments / Income Liabilities as set out in Balance Sheet schedule (-) £4333.00 Creditors (+) £2808.71	

Item		Action
	<p>Total Commitments (-) / Income (+) (-) £1524.29</p> <p>f Cash Book</p> <p>Cash Book Balance at 12 May 2020 £12996.72</p> <p>g 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' (f above)</p> <p>h Expenditure / Budget comparison</p> <p>The end of year Receipts and Payments and Debtors and Creditors statements (issued under separate cover) set out the PC's financial position at the financial year end. The comparative expenditure through to the end of April was £290 against a forecast of £498.00.</p> <p>i The Nationwide BS Saver Account. The interest rate has been reduced to 0.4%</p> <p>j 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 damage to the PC's bus shelter has been notified to the insurance company and a quotation for repair obtained from the installation contractor. It has also been given a police crime number and they have identified the owner of the vehicle from the cctv stills provided by the Post Office. Noted</p> <p>b The Precept payment (first tranche) has been made by SDC. Noted</p> <p>c Invoices have been received from Npower for streetlight electricity consumed since the contract with them was terminated. A dialogue is ongoing with Npower to resolve the situation. Noted</p> <p>d The majority of the planters have been taken away for sterilising and replanting. The expectation is that they will be returned around the middle of June. This is later than expected due to staff shortages caused by the pandemic. Noted</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule (issued under separate cover). Proposed by Cllr BH with additions for NYCC (£780.34) and Malcolm Walton (£99.10). Agreed.</p> <p>b To agree the end of year Receipts and Payments and Debtors and Creditors statements (issued under separate cover) setting out the PC's financial position at the financial year end. Proposed by Cllr BH. Seconded by Cllr SS. Agreed</p> <p>c To create a SharePoint account and email for the burial committee clerk at a cost of £45 per annum to be funded by MFPC under its operating costs. The purpose of this is to have an archive store for documents and more consistent practice for administration. Proposed by Cllr BH for a period of one year. Seconded by Cllr SW. Agreed</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 9th June for next meeting on 17th June. Noted	All

The meeting closed at 9.04pm