

# Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 8<sup>th</sup> April 2015 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Nigel Spofforth (NS), Susan Woodhall (SW) Shona McWhirter (SM)

Clerk; Philip Scott

Cllr Spofforth was elected chair for the meeting. The meeting was opened by the chair at 7.30pm

Item	Action
1	Apologies for absence: Reason for absence was accepted for Cllrs Mountain and Johnson
2	Declarations of interest: None declared
3	To confirm the minutes of the meeting held on 11th March 2015. Agreed by all present
4	Planning <span style="float: right;">Chair</span>
1	To agree consultation responses to the following planning proposals:
a	Form two storey extension to rear of house, 106 Main Street, Monk Fryston, Leeds. Agreed no comments or observations
b	Resubmission of proposed erection of a 2 storey 4 bedroom detached house in garden, Orchard Haven, 122 Main Street, Monk Fryston. Agreed to resubmit the comments and observations made in connection with the original application.
5	Finances <span style="float: right;">Clerk</span>
a	Authorised payments since last meeting:
1.	Clerks SO salary payment
2.	Clerks year end balancing payment - £148.67 (cheque 918)
3.	HMRC paye tax payment - £164.80 (cheque 919)
b	<b>Current Account</b>
	Current Account as Statement to 18 March 2015 <span style="float: right;">£9,849.88</span>
	Previous Balance <span style="float: right;">£10,093.88</span>
	Cash received <span style="float: right;">£00.00</span>
	Cheques issued and cleared <span style="float: right;">£244.00</span>
	Cheques not cleared <span style="float: right;">£2141.44</span>
	Cash available when all cheques cleared <span style="float: right;">£7708.44</span>
c	<b>Savings Account</b>
	Savings Account balance before January 2015 interest <span style="float: right;">£18286.36</span>
d	<b>Future Commitments / Income</b>
	Liabilities as set out in Balance Sheet schedule <span style="float: right;">(-) £11,287.37</span>
	Reclaimable VAT due and grass cutting costs <span style="float: right;">(+) £888.63</span>
	Total Commitments (-) / Income (+) <span style="float: right;">(-) £10398.74</span>
e	<b>Cash Book</b>
	Cash Book Balance at 2 March 2015 <span style="float: right;">£7,708.44</span>
f	<b>Current Account / Cash Book Reconciliation</b>

The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)

**g Expenditure / Budget comparison**

The comparative expenditure through to the end of March was £19,057.92 against a forecast of £22,906.00

**h Audit Control**

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**

**6 Clerks Update**

a Discussions are continuing with NYCC to clarify its proposals concerning its grass cutting services in the parish.

b Grant application forms have been sent out to three organisations following requests from them for same

c Installation of the six street lights ordered for replacement is in progress

**7 Resolutions**

a the date and venue of the next meeting will be 7.30pm on Wednesday 13<sup>th</sup> May at the Church Hall. **Proposed by Cllr BH. Seconded by Cllr SM. Agreed**

b the date and venue of the Annual Parish Council Meeting will be 7.00pm on Wednesday 13<sup>th</sup> May at the Church Hall. **Proposed by Cllr BH. Seconded by Cllr SM. Agreed**

**8 Discussion Items**

a The format of the Annual Parish Meeting. Previous recipients of grants have been invited to present on display boards. This will be accompanied by a rolling presentation of the existing village plan. Discussion will then be invited on how the plan can be developed and updated. Cllr BH to circulate a full draft agenda for comment.

Cllr BH

**9 Updates**

a Burial Board. The letter has been sent to SDC regarding the requirement for an extension to the cemetery

b CEF. It is expected that the CEF will require a representative from the PC to be formally appointed to the forum. Enquiring organisations should be made aware that the CEF has grant money available for distribution

c Community Association. No update

d A63 Traffic Calming. Informed by NYCC that the works should be completed by the end of May

e Aero club noise and disturbance. Nothing further

f A63/ Quarry land. Awaiting the prospective purchasers conclusion of agreements with the other parties

g Street Lighting Working Party. Nothing further

h Planting Working Party. Barrels and compost have been purchased. Final locations of barrels to be advised.

i MFPC/HPC liaison group. Nothing further

Item	Action
j A63 school crossing patrol. <a href="#">Nothing further</a>	
k Oak Tree Farm. <a href="#">Nothing further</a>	
10 Correspondence	
a Schedule of post received and issued since the last meeting. <a href="#">No aspects raised</a>	
11 Items For Next Meeting	
a Items to be with Clerk before 6 <sup>th</sup> May for next meeting on 13 May. <a href="#">Noted</a>	All

The meeting closed at 8.30pm