

## Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 10<sup>th</sup> June 2015 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Mark Johnson (MJ) Susan Woodhall (SW), Carol Mackman (CM)

Sandra Danby (SD)

Mr John Mackman (District Councillor),

The Chairman Cllr Holmes opened the meeting at 7.30pm

Item		Action
1	Apologies for absence: <a href="#">Reasons for absence were accepted for Cllr Spofforth and Clerk Philip Scott</a>	
2	Declarations of interest: <a href="#">None declared</a>	
3	To confirm the minutes of:- Annual PC Meeting held on 13th May 2015. <a href="#">Proposed SW Seconded CM – agreed</a> Ordinary Meeting held on 13th May 2015 <a href="#">Proposed SW Seconded CM – agreed</a> Annual Parish Meeting held on 23th April 2015 <a href="#">Deferred due to insufficient Parish Councillor attendees</a>	Cllr BH
4	To receive District Councillor(s) update <a href="#">District Councillor John Mackman gave an update on the Local Plan - Plan Selby and the site allocations document. The PC should be receiving a letter regarding a summit / workshop for designated service villages of which Monk Fryston and Hillam are one. The meeting is on the 6th July. Cllr SW agreed to attend.</a>	
5	Planning	Chair
1	To agree consultation responses to the following planning proposals:	
a	Supplementary information received pursuant to proposed development, Orchard Haven, 122 Main Street, Monk Fryston. <a href="#">Agreed previous submitted comments apply.</a>	
b	Listed Building Consent for the replacement of existing render with lime render, Prebendal House, 4 Prebendal Close, Monk Fryston. <a href="#">Agreed no comments or observations</a> <a href="#">Agreed no comments or observations</a>	
6	Finances	Clerk
a	<b>Authorised payments since last meeting:</b>	
1	Clerks SO salary payment	
2	Selby Town Council (Xscape bus) - £50 (cheque 927)	
3	Aon insurance - £412.72 (cheque 928)	
4	OrangeTek (led lights) - £1224 (cheque 929)	
5	Age UK - £50 (cheque 930)	

b **Current Account**

Current Account as Statement to 18 May 2015	£14162.73
Previous Balance	£ 5208.44
Cash received	£ 9344.09
Cheques issued and cleared	£389.80
Cheques not cleared	£ 00.00
Cash available when all cheques cleared	£14162.73

c **Savings Account**

Savings Account balance	£20794.59
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d **Future Commitments / Income**

Liabilities as set out in Balance Sheet schedule	(-) £15021.67
Reclaimable VAT due	(+) £595.13
Total Commitments (-) / Income (+)	(-) £14426.54

e **Cash Book**

Cash Book Balance at 1 June 2015	£14162.73
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f **Current Account / Cash Book Reconciliation**

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 May was £3390.60 against a forecast of £4020.00. However the expenditure figure includes the £2500 transfer to the savings account.

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](#)

## 7 Clerks Update

- NYCC have begun the legal process to establish waiting restrictions (double yellow lines) on Lumby Lane between Deer Park Court and the A63
- Confirmation is sought from Members that they have submitted both their Register of Interest Forms and Candidate Expenses Forms as required by law.
- The contractor has been instructed to attend to two street lights on Water Lane reported as faulty.
- A letter of complaint has been written to Npower about their inability to address the continuing issue of inappropriate invoices associated with electricity they describe as for 'Christmas lights' at an address that does not exist.
- The vat to 31 March 2015 refund has been received from HMRC

## 8 Resolutions

- To make payments in accordance with payments schedule (issued under separate cover) [Proposed Cllr BH Seconded by Cllr MJ all agreed](#)
- To review the Internal Auditors Report (issued under separate cover - the Internal Auditor

has no comments to make regarding the financial records and accounts presented for audit and that the Receipts and Payments Accounts give a true and fair view of the finances of the PC for the Year ending 31 March 2015). [Proposed Cllr BH Seconded by Cllr CM all agreed](#)

- c To agree the Annual Return for 2014 / 2015 (draft completed form for agreement issued under separate cover). [Proposed Cllr BH Seconded by Cllr MJ all agreed](#)
- d To agree the Bank Reconciliation Statement and Annual Return Explanation of Variances (issued under separate cover). [Proposed Cllr BH Seconded by Cllr CM all agreed](#)
- e To hold future ordinary meetings on the third Wednesday of the month at 7.30pm in the Church Hall. Hall to be booked from 7.00pm. [Cllrs agreed to change in motion from first to third Wednesday. Proposed Cllr BH Seconded by Cllr MJ all agreed](#)
- f To obtain a new bank mandate to include all Members as authorised signatories. [Proposed Cllr BH Seconded by Cllr CM all agreed](#)
- g To approve the draft of the Newsletter and expenditure of up to £100 on printing (draft Newsletter issued under separate cover). [Cllrs agreed minor additions to include village plan meeting date, note from District Councillor, Summer bus to Xscape, PC meeting date. Proposed Cllr BH Seconded by Cllr SW all agreed](#)
- h To replace the three concrete street lighting posts on Church Lane with led lights and 6m steel columns at an estimated cost of £3000. [Proposed Cllr BH Seconded by Cllr SW all agreed.](#)
- i To agree the Parish Council Logo (details issued under separate cover). [Cllrs agreed to defer pending clarifications from the college of arms](#)
- j To agree expenditure for summer planting of existing planters (there is £300 in the budget for summer plants and planters). [Proposed Cllr BH Seconded by Cllr SD all agreed](#)
- k To agree locations and planting for new planters (budgeted for as above). [Cllrs agreed to defer pending further discussions by the planting working party.](#)

## 9 Discussion Items

- a Suitable locations for new litter bins (the Council has budgeted for two this year) [Discussed replacing the bin at the Cemetery with a lidded one. And to look at larger bins at the laybys to the West of the village.](#)
- b To discuss and prioritise any potential capital projects for action in the event that appropriate funds become available in the future. [A number of ideas came up but no further action was discussed.](#)

## 10 Updates

- a Burial Committee. [Committee is progressing the inclusion of a Cemetery extension in the District Local Plan / Site allocations document](#)
- b CEF. [The last CEF meeting was a forum the focus was on volunteering with workshops and information. Unfortunately our councillors were unable to attend](#)
- c Community Association. [Currently working to put on the summer fayre on the 14th June](#)
- d A63 Traffic Calming. [Work is still ongoing and not finalised yet. District Cllr Mackman reported that the VAS sign adjacent to the Hall is obstructed by trees and the one to the](#)

Item

Action

East of the post office is not working correctly. This needs to be followed up with NY Highways.

- e Aero club noise and disturbance. Nothing further
- f A63/ Quarry land. Negotiations ongoing current situation to be clarified with MJ/Clerk
- g Street Lighting Working Party. Covered previously in resolutions
- h Planting Working Party. Covered previously in resolutions
- i MFPC/HPC liaison group. Cllr BH gave an update from meeting held on 20th May
- j A63 school crossing patrol. Waiting for report / update on foot fall
- k Oak Tree Farm. Nothing further

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 8<sup>th</sup> July for next meeting on 15th July. Noted

All

The meeting closed at 9.25pm