

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 21st June 2017 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Adam Aldred (AA) Susan Scott (SS), Robert Croft (RC)

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

Item		Action
1	Apologies for absence: Reasons for absence were accepted for Cllr Johnson	
2	Declarations of interest: None declared	
3	Confirmation of minutes	Cllr BH
	<p>a) To confirm the Minutes of the Annual Parish Council Meeting held on 17th May 2017. Agreed</p> <p>b) To confirm the Minutes of the ordinary Meeting held on 17th May 2017. Agreed</p> <p>c) To confirm the Minutes of the Annual Parish Meeting held on 13th April 2017. Agreed</p>	
4	To receive a presentation from Hillam and Monk Fryston Community Sports Association. Presented by Steve Sadler and Emma Lowe on behalf of the Association.	
	<p>It was explained that the Association had been established to over-arch both existing and future sports and socially inclusive activities in Hillam and Monk Fryston. The objective being to reap the benefits from cross fertilisation of ideas from and intentions of any participating organisations in addition to attracting funding opportunities aimed at multi-sports organisations. CEF have provided initial funding of £5k to help with the now set up Community Interest Company (CIC) and the website which is currently under development. The shareholders are the Football and Cricket Clubs, having equal shareholding. The governance of the CIC is otherwise independent from the ownership. A Project Manager and an advisor from SDC are assisting with both identifying and following through funding opportunities. Hillam and Monk Fryston Community Sports Association is in essence the trading name of the organisation. Expansion to cover a more diverse range of sports and wider 'inclusive' (eg young and old) activities is intended and the establishment of an indoor multi-sports area is another aspiration. Gaining support and broadening awareness by making this presentation to Monk Fryston Parish Council was part of the process of the development of this initiative and thanks were given for today's opportunity to do this.</p>	
5	Planning	Chair
	<p>1 To agree consultation responses to the following planning proposals:</p> <p>a Proposed single storey rear extension and two storey side extension, 2 Church Lane, Monk Fryston. Agreed no comments or observations</p> <p>b Outline application with all matters reserved for erection of 3 dwellings to rear of existing dwelling, Ashville, Main Street, Monk Fryston. Agreed that access and egress to the development from Main Street should be within a 30mph zone. The creation of a new</p>	

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	<p>access onto Main Street would mean three accesses (the other ones being the Car Wash and Austfield Lane) very close together onto a 40mph zone with bend. The request is that the whole of the current 40mph zone should be changed to 30mph before this development is allowed to proceed.</p> <p>c Proposed erection of an agricultural building (Resubmission), Catnaps, Green Lane, Monk Fryston. Agreed no comments or observations</p> <p>d Proposed erection of stables and storage room, Land West of Lowfield Road, Hillam. Agreed no comments or observations</p> <p>e Erection of first floor extension over existing single storey side extension, 11 The Crescent, Monk Fryston, Leeds. Agreed that the extension should be constructed from wall and roofing materials matching those of the existing building.</p> <p>2 The application for the demolition of existing conservatory and erection of single storey rear extension at Chartes House 12 Orchard Close, Monk Fryston has been withdrawn. Noted</p>																							
6	Finances	Clerk																						
	<p>a Authorised payments since last meeting:</p> <p>1. Clerks SO salary payment</p> <p>b Current Account</p> <table border="0" style="width: 100%;"> <tr> <td>Current Account as Statement to 1 June 2017</td> <td style="text-align: right;">£190261.27</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£189248.67</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£7776.05</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£6863.45</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£270.00</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£189991.27</td> </tr> </table> <p>c Savings Account</p> <table border="0" style="width: 100%;"> <tr> <td>Savings Account balance after January 2017 interest</td> <td style="text-align: right;">£13051.65</td> </tr> </table> <p>d Future Commitments / Income</p> <table border="0" style="width: 100%;"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £13178.99</td> </tr> <tr> <td>Creditors</td> <td style="text-align: right;">(+) £976.16</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £12202.83</td> </tr> </table> <p>e Cash Book</p> <table border="0" style="width: 100%;"> <tr> <td>Cash Book Balance at 10 June 2017</td> <td style="text-align: right;">£189991.27</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 May was £6568.23 against a forecast of £3890.00. The difference being primarily due to the early order for the street lighting replacement (£3600).</p> <p>h Audit Control</p>	Current Account as Statement to 1 June 2017	£190261.27	Previous Balance	£189248.67	Cash received	£7776.05	Cheques issued and cleared	£6863.45	Cheques not cleared	£270.00	Cash available when all cheques cleared	£189991.27	Savings Account balance after January 2017 interest	£13051.65	Liabilities as set out in Balance Sheet schedule	(-) £13178.99	Creditors	(+) £976.16	Total Commitments (-) / Income (+)	(-) £12202.83	Cash Book Balance at 10 June 2017	£189991.27	
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	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	
	<ul style="list-style-type: none"> a The completed Annual Return has been sent to the external auditors b A report of graffiti vandalism has been received. It concerns the railway bridge on Lumby Lane, an adjacent property and the village sign. Network Rail and the Police have been informed. c No response has been received from SDC to the letter re adopting Church Lane. d The Clerk and the Chairman have arranged to attend SDC's Briefings on Standards and the Code of Conduct seminar on 31 July. 	
8	Resolutions	
	<ul style="list-style-type: none"> a To make payments in accordance with payments schedule (issued under separate cover). Proposed by Cllr BH. Seconded by Cllr SS. Agreed b To co-opt member(s) to fill vacant seats on the Council. Deferred to next meeting c To appoint a second Council representative to the Joint Burial Committee. Agreed that Cllr BH appointed. d To appoint a Council representative to the Community Association. Deferred to next meeting e To consider the Internal Auditors report and agree any action arising from it (issued under separate cover). Auditors comments noted with proposal by Cllr BH that no specific action required and matters left to Clerk's discretion. Seconded by Cllr SS. Agreed f To open a Skipton Building Society Community Saver Issue 2 Account (3 year fixed rate bond) account with an initial deposit of £70,000 and to nominate four account holders and signatories to the account with any two required to authorise any transactions or instructions etc. Proposed by Cllr BH that the account is opened with Cllrs BH, RC and SS appointed along with the Clerk (for administrative purposes) nominated with two (other than the Clerk) to authorise any transactions etc. Seconded by Cllr SS. Agreed g To donate the 1908 OS map of the village to the Time Team based on the proposal it has put forward about public display in the email 29.05.17. Email issued under separate cover. Proposed by Cllr BH. Seconded by Cllr AA. Agreed h To register a place (£69 + VAT fee) for the Clerk to attend the SLCC 'Ensure your Council is compliant in 2017 and beyond' Regional Training Seminar on Wednesday 16 August 2017 in Barnsley. Proposed by Cllr BH. Seconded by Cllr AA. Agreed i To request The Knotweed Company to complete another treatment / inspection of the quarry land /plot this year at a cost of £180 plus vat. Their email 16.05.17 issued under separate cover refers. Proposed by Cllr BH. Seconded by Cllr RC. Agreed 	
9	Discussion Items	
	a None tabled	
10	Updates	

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	<p>a Burial Committee. Mrs Collinson re-appointed as Chairman. Routine business actioned</p> <p>b Community Association. A spring clean had been actioned. Arrangements are progressing for planned forthcoming events.</p> <p>c A63 Traffic Calming. Consultant brief under formulation. A mobile police speed camera had been in operation by the Post office. Efforts to be made to obtain outcome.</p> <p>d Planting. Nothing further</p> <p>e MFPC/HPC liaison group. Nothing further</p> <p>f Oak Tree Farm. Nothing further</p> <p>g Bus shelters. Licence clearance from NYCC highways now awaited following meeting and consequential exchange of information</p> <p>h New bank accounts. Nothing further</p> <p>i Heritage boards working party. Nothing further</p> <p>j Repair and maintenance. Debris in highway adjacent to Lumby Lane bridge and graffiti spray requires removal.</p> <p>k Lumby Lane cycle / footway initiative. Nothing further</p>	<p>Cllr SS</p> <p>Cllr NS</p> <p>Cllr BH</p> <p>Cllr SS</p> <p>Cllr SS</p> <p>Clerk</p> <p>Cllr RC</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>All</p> <p>Cllr MJ</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 10th July for next meeting on 19th July. Noted	All

The meeting closed at 8.47pm