

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 20th June 2018 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Mark Johnson (MJ), Susan Scott (SS), Robert Croft (RC),
Susan Woodhall (SW), Adam Aldred (AA)

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

Item	Action	
1	Apologies for absence: None received	
2	Declarations of interest: Cllr BH declared a non-pecuniary interest in Item 4a	
3	a To confirm the Minutes of the Annual Parish Council Meeting held on 16th May 2018. Confirmed	Cllr BH
	b To confirm the Minutes of the Ordinary Meeting held on 16th May 2018. Confirmed	
4	Planning	Chair
	1 To agree consultation responses to the following planning proposals:	
	a Retrospective application for erection of garden wall, 1 Youngs Court, Monk Fryston, Selby. Agreed no comments or observations	
	b Partial demolition of existing bungalow and erection of 3no detached dwellings The Bungalow, 31 Lumby Hill, Monk Fryston. Agreed no comments or observations.	
	2) The roof and walling materials for the retrospective development application at The Stables, 55 Main Street, MF have been approved by SDC. Noted	
5	Finances	Clerk
	a Authorised payments since last meeting:	
	1 Clerks SO salary payment	
	2 Npower (cheque 1078 for £640.14)	
	3 BHIB Insurance (cheque 1079 for £425.51)	
	b Current Account	
	Current Account as Statement to 1 June 2018	£19019.58
	Previous Balance	£13828.74
	Cash received	£13792.71
	Cheques issued and cleared	£8601.87
	Cheques not cleared	£1115.65
	Cash available when all cheques cleared	£17903.93
	c Yorkshire Bank Savings Account	
	Savings Account balance after January 2018 interest	£103107.17
	d Skipton BS Account	
	Account balance	£70000.00
	d Future Commitments / Income	
	Liabilities as set out in Balance Sheet schedule	(-) £11018.14

Creditors (+) £00.00
 Total Commitments (-) / Income (+) (-) £11018.14

e Cash Book

Cash Book Balance at 9 January 2017. £180,611.34

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). [Noted](#)

g Expenditure / Budget comparison

The comparative expenditure through to the end of June was £5953.62 against a forecast of £2920. The expenditure includes the allowance for the street light replacement order £3300. [Noted](#)

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 The Annual Return has been submitted to the external auditors
- b A GDPR 'Summary of Requirement' note has been prepared for Councillors information and issued under separate cover.
- c The website has been extended to include a GDPR section and updated to include year-end accounting information.
- d The date for public inspection of the accounting records for the last financial year has been set for 18 June to 27 July
- e The insurance cover has been placed with the new provider
- f The fountain and barrier planters have been ordered
- g The fence around the tree at Chestnut Green has been repaired.
- h The dispute with Npower about its charge for the street lighting electricity has been resolved and the bill paid as invoiced.

7 Resolutions

- a To make payments in accordance with payments schedule (issued under separate cover). [Proposed by Cllr BH. Seconded by Cllr AA. Agreed](#)
- b To appoint a GDPR Data Controller lead Councillor. [Cllr BH proposed to appoint Cllr MJ. Seconded by Cllr MJ. Agreed](#)
- c Following the annual appraisal the personnel committee recommend to increase clerks salary from point 24 (£11.643/hr) to point 25 (£12.012/hr)' on the NALC pay scale. This also includes a 2% annual increase from the 1st April 2018. Increase to be effective from 1st April 2018. [Proposed by Cllr BH. Seconded by Cllr AA. Agreed](#)
- d To agree in principle to accept the offer from Mr and Mrs Lodge to purchase, subject to contract, the PC's land next to 126 Main Street for the price stipulated in the Valuation

Report by Stepsons' and to appoint solicitors to effect the sale. Sale to include an overage condition as recommended therein. (Valuation issued under separate cover).
Proposed by Cllr BH with a £1K budget to appoint Elmhursts to effect the sale. Seconded by Cllr AA. Agreed

- e To adopt monkfrystonparishcouncil.net domain based email addresses for all Parish councillor's council business in place of personal email addresses. Proposed by Cllr BH. Seconded by Cllr AA. Agreed
- f To carry out inspections of the land owned by the PC on a monthly basis for insurance purposes. Inspections to be completed by the Clerk as an additional duty with an increase in the Clerks basic hours of one hour. Proposed by Cllr BH. Seconded by Cllr RC. Agreed
- g To clear the footpath vegetation outside the gate and along the wall of the Foundation Field and up to the junction with Hillcrest. Proposed by Cllr BH. Seconded by Cllr SW. Agreed
- h To agree a colour for the A63 streetlight posts (NYCC email issued under separate cover refers). Charcoal grey proposed by Cllr BH. Seconded by Cllr MJ. Agreed
- i To weed and spray the footpaths around The Square and along the wall / footpath junction along Fryston Common Lane from the gates of the Hall to the gates of Deer Park Grange. Proposed by Cllr SW. Seconded by Cllr MJ. Agreed
- j To agree action in response to the further and better particulars from Sandersons regarding its fee for the service provided (letter issued under separate cover). Cllr BH proposed that the explanation was acceptable and the fee should be paid. Seconded by Cllr SS. Agreed
- k To identify any items requiring tidying up, repair and / or maintenance and to agree action. Agreed to 1) arrange for the grass to be cut for 10m in front of the two village signs on the western approaches 2) tidy up the surfacing around the bench on The Mount and 3) request NYCC to trim the trees at the entrance to Deer Park Court

8 Discussion Items

- a The use and refurbishment of the red telephone box at The Crown. Clerk to request BT to carry out refurbishment work.
- b The requirements for the design, specification and location of the two bus shelters for which a financial provision has been made in the budget. Cllr RC to request Shelter Solutions to prepare feasibility proposals for a new shelter in front of the Hall similar to the one by the Post Office and one opposite and matching the one at Fryston Forge.
- c Location(s) for the display of the 'Tommy' statue. The idea that it should be located adjacent to the school entrance with the school to be approached to see if there is interest in involving pupils in a commemorative initiative was favoured. A similar

Item		Action
	<p>approach to Burton Salmon school should also be explored. Cllr SW to further.</p> <p>d The GDPR requirement of the PC. Nothing further.</p> <p>e The PC's intentions following NYCC Highways recent responses to parking issues in The Square. The consensus view was that if the PC is to further the matter there should be wider consultation on any changes to the existing arrangement.</p> <p>f The status of the Playground within The Crescent. Clerk to attempt to make enquiry to SDC about details of any arrangement for the maintenance of the playground specified in the original planning consent.</p>	
9	Updates	
	<p>a Burial Committee. Minutes of its annual and ordinary meetings have been distributed. Provision for the future remains a primary issue and investigations into remaining capacity and covenant release are ongoing</p> <p>b Community Association. Nothing further.</p> <p>c A63 Traffic Calming. Nothing further.</p> <p>d Planting. Nothing further</p> <p>e MFPC/HPC liaison group. Nothing further.</p> <p>f New bank accounts. Nothing further.</p> <p>g Lumby Lane cycle / footway initiative. Following the PC making representations to Selby and Ainsty Area Constituency Committee NYCC has agreed to a meeting to discuss the initiative.</p> <p>h Footpath adjacent to Community Centre. A preliminary meeting with a contractor is to be held next week</p> <p>i NYCC meeting re Battersby's roundabout alterations. Following the PC making representations to Selby and Ainsty Area Constituency Committee NYCC has agreed to a meeting to discuss the PC's concerns.</p> <p>j Footpath working party. Work on the requirement has just commenced</p> <p>k Christmas lights working party. Outline proposals are under development</p>	<p>Clerk</p> <p>Cllr SW</p> <p>Cllr AA</p>
10	Correspondence	
	<p>a Schedule of post received and issued since the last meeting. No aspects raised</p>	
11	Items For Next Meeting	
	<p>a Items to be with Clerk before 10 July for next meeting on 18th July. Noted</p>	All

The meeting closed at 9.29pm