

## Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 21 March 2018 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), 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: <a href="#">Apologies received from Cllrs Johnson and Spofforth</a>	
2	Declarations of interest: <a href="#">Cllr SS declared an interest in item 7a.</a>	
3	To confirm the minutes of the meeting held on 21st February 2018. <a href="#">Agreed by all present.</a>	Cllr BH
4	Planning	Chair
	1) To agree consultation responses to the planning proposals received. <a href="#">None received</a>	
	2) Notices received. <a href="#">None</a>	
5	Finances	Clerk
a	Authorised payments since last meeting:	
	1. Clerks SO salary payment	
b	<b>Current Account</b>	
	Current Account as Statement to 28 February 2018	£5389.58
	Previous Balance	£6714.12
	Cash received	£00.00
	Cheques issued and cleared	£1324.54
	Cheques not cleared	£565.00
	Cash available when all cheques cleared	£4824.58
c	<b>Yorkshire Bank Savings Account</b>	
	Savings Account balance after January 2018 interest	£113,107.17
d	<b>Skipton BS Account</b>	
	Account balance	£70,000.00
e	<b>Future Commitments / Income</b>	
	Liabilities as set out in Balance Sheet schedule	(-) £8861.85
	Creditors	(+) £3612.71
	Total Commitments (-) / Income (+)	(-) £5249.14
f	<b>Cash Book</b>	
	Cash Book Balance at 15 March 2018	£4824.58
g	<b>Current Account / Cash Book Reconciliation</b>	
	<a href="#">The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (f above)</a>	
h	<b>Expenditure / Budget comparison</b>	
	<a href="#">The comparative expenditure through to the end of February was £32625.74 against a</a>	

forecast of £25,450.

i **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 three faulty street lights have been repaired. **Noted**

b Request to NYCC for approval of the fountain planters has been submitted. **Noted**

c Enquiry to NYCC has been made re adoption of Church Lane footpath. **Noted**

d NYCC has requested more detailed reasoning behind the request for the imposition of restrictions on parking in 'The Square'. **Noted. Reasoning to be based on congestion and safety. Clerk to respond accordingly** Clerk

e Preparation for GDPR compliance has commenced. **Noted**

f Npower have informed the PC that its electricity tariff will end on 18 May. Enquiries are being made about availability of alternative suppliers for comparative quotations. **Noted**

g Further discussions have been held with the owner of 126 Main Street regarding the PC's adjacent plot. **In principal the owner is still interested in purchasing the plot on the basis of an independent valuation. Clerk to discuss with The Knotweed Co. what information should be included in any potential sale to inform any prospective purchaser about the implications arising from the presence of the weed on the site.** Clerk

h With the new financial year approaching consideration should be given to the action required against the budgetary provision for upgrading the lighting stock and providing additional bus shelters. **Noted**

7 Resolutions

a To make payments in accordance with payments schedule (issued under separate cover). **Proposed by Cllr BH. Seconded by Cllr SW. Agreed in the absence of Cllr SS's participation.**

b To hold the Annual Parish Meeting on Thursday 12th April 2018 in the Church Hall commencing at 8pm. **Proposed by Cllr BH. Seconded by Cllr RC. Agreed**

c To agree the Agenda for the Annual Parish Meeting (issued under separate cover). **Cllr BH proposed that the agenda circulated should be accepted with the omission of Item 2 (agreement of previous minutes) as they had already been agreed at the 21 June 2017 PC meeting. Seconded by Cllr RC. Agreed**

d To nominate the Church Hall, the Community Centre and other appropriate properties as assets of community value under the Localism Act 2011 'right to bid' legislation. **Proposed by Cllr BH. Seconded for discussion by Cllr AA. Following debate the other appropriate properties identified for inclusion in the motion were the Post Office, the Stove Shop and The Crown. Motion agreed accordingly**

e To adopt a policy of appointing a chairman for each and any PC 'working parties'. **Proposed by Cllr BH. Seconded by Cllr SS. Agreed. Chairmen to be proposed at the next meeting for the Christmas Lighting, Planting and Footpath working parties.**

- f To appoint a contractor for the next 3 year term for grass cutting and associated services (two tenders have been invited and the returned tenders will be opened at the meeting). Only one tender returned. Proposed by Cllr BH that the tender submitted by S G Parkin Landscapes should be accepted. Seconded by Cllr AA. Agreed. Clerk to prepare comparative analysis with the last term tender agreement.
- g To identify any items requiring repair and / or maintenance and to agree action. Proposed by Cllr BH. Seconded by Cllr SS. Agreed to contact NYCC to a) remove the redundant brown sign on the A63 at the end of Austhorpe Lane b) clear litter from alongside the A63 from the railway bridge to Battersby's roundabout and c) clear the footpath over and beyond the railway bridge.
- h To agree location and deployment of surplus planters / plants and budget to fill. Proposed by Cllr BH that the planters are deployed as follows. Two at Malverm Mews, four to replace the boxes next to the bench by The Meadows and four by the bench near Battersby's roundabout with commensurate expenditure on planting and water retaining compost to be set against the £600 budget. The retrieved plants to be planted together as a group on Chestnut Green. Seconded by Cllr SS. Agreed.
- i To receive and accept finalised village plan. Proposed by Cllr BH. Seconded by Cllr SW. Agreed
- j To agree spend on village plan printing of up to £150 (limited full copies and fliers). Proposed by Cllr BH. Seconded by Cllr SS. Agreed.
- k To agree link on website for village plan. Proposed by Cllr BH. Seconded by Cllr AA. Agreed
- l To agree distribution of village plan fliers. Proposed by Cllr BH that leaflets are distributed informing of the internet links to the document, placing a copy on the PC's website and the availability of a hard copy by appointment with the Clerk. Seconded by Cllr RC. Agreed to also include posting same on Facebook
- m Agree to part fund the planting of the village sign at Mill Close with Hillam PC. Deferred pending clarification of the requirement from Hillam PC.

## 8 Discussion Items

- a Final version of Highway Report. Now to hand. Clerk to circulate
- b Highway Report - ensuing action. To be subject to a motion at the next meeting
- c Would council support 'brown tourist sign' in Monk Fryston for the Cross Keys (request from Hillam PC via liaison group). The consensus view was that a brown sign would be inappropriate in the circumstances because the Cross Keys didn't satisfy the criteria for a tourist destination and given its location in the centre of Hillam it wasn't a place that should be otherwise difficult to find.
- d Consultation response regarding Ferrybridge 'D'. Having been discussed at the February meeting no additional comment was thought necessary.

## 9 Updates

- a Burial Committee. The next meeting has been put back until the end of May.

Item		Action
b	Community Association. <a href="#">Nothing further</a>	
c	A63 Traffic Calming. <a href="#">Nothing further</a>	
d	Planting. <a href="#">Nothing further</a>	
e	MFPC/HPC liaison group. <a href="#">Nothing further</a>	
f	New bank accounts. <a href="#">Nothing further</a>	
g	Lumby Lane cycle / footway initiative. <a href="#">Nothing further</a>	
h	Footpath adjacent to Community Centre. <a href="#">Nothing further</a>	
i	NYCC meeting re Battersby's roundabout alterations. <a href="#">Nothing further</a> . <a href="#">Chairman to contact Cllr Pearson</a>	Cllr BH
j	Footpath working party. <a href="#">Nothing further</a>	
k	Christmas lights working party. <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 10th April for next meeting on 18 <sup>th</sup> April. <a href="#">Noted</a>	All

The meeting closed at 9.02pm