

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 16th May 2018 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Susan Scott (SS), Robert Croft (RC), Susan Woodhall (SW),
Mr John Mackman (District Councillor).

Clerk: Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.55pm

The District Councillor left the meeting at 8.22pm.

Item		Action
1	Apologies for absence: Apologies were received from Cllrs Aldred, Johnson and Spofforth.	
2	Declarations of interest: None declared	
3	To confirm the minutes of the meeting held on 18th April 2018. Confirmed by Cllr BH, seconded by Cllr SS. Confirmed	Cllr BH
4	To receive District Councillor update	
	<p>Forty six new sites were submitted for the pool of sites consultation, involving 5 changes to the initial list. Re-consultation on the new list is now on-going with the aim of having a formal draft site allocations local plan consultation in October 2018. The Economic Development Framework to 2022 and beyond is aimed at helping to support business and housing growth with emphasis on development of larger sites in the district. SDC is a statutory consultee for the nationally significant infrastructure Eggborough natural gas turbine project, the aim of which is to replace the capacity of the original coal facility. The independent inspector's recommendation for this is expected in September 2018. Energy generating proposals for the former Knottingley chemicals site are not proceeding because of capacity market bid issues. SDC is a statutory consultee for nationally significant infrastructure project at Drax power station where the aim is to convert the two remaining coal fired generators to natural gas to accompany the 4 biomass generators. Progress is being made in planning terms towards a development consent being granted by The Secretary of State. Further economic development capacity is being progressed at the Sherburn2 site, Gascoigne Wood interchange, Church Fenton airfield, Kellingley Colliery and Olympia Park for which there has been a successful bid to secure £8.9M of central government funding for the purpose of unlocking development. Devolution talks are continuing with the relevant authorities for an 'all Yorkshire' devolved region.</p>	
5	Planning	Chair
	<p>1 To agree consultation responses to the following planning proposals:</p> <p>a Proposed ground floor and part first floor garage extension and external / internal alterations to create additional living accommodation, White House, 35 Lumby Hill, Monk Fryston. Agreed that the blue brick proposed for the extension is out of keeping with the surroundings.</p>	

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	<p>b Proposed erection of detached two storey dwelling house, Margyl Cottage, 40 Main Street, Monk Fryston. Agreed to draw attention to the regular flooding of the site during periods of heavy and / or prolonged rainfall.</p>																									
6	Finances	Clerk																								
	<p>a Authorised payments since last meeting: 1 Clerks SO salary payment 2 Grant purchase for CA (cheque 1072 - £3024.41)</p> <p>b Current Account</p> <table data-bbox="264 595 1334 864"> <tr> <td>Current Account as Statement to 1 May 2018</td> <td style="text-align: right;">£13828.74</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£4579.58</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£10080.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£830.84</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£6725.99</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£7102.75</td> </tr> </table> <p>c Yorkshire Bank Savings Account</p> <table data-bbox="264 931 1334 965"> <tr> <td>Savings Account balance after January 2018 interest</td> <td style="text-align: right;">£113,107.17</td> </tr> </table> <p>d Skipton BS Account</p> <table data-bbox="264 1032 1334 1066"> <tr> <td>Account balance</td> <td style="text-align: right;">£70,000.00</td> </tr> </table> <p>e Future Commitments / Income</p> <table data-bbox="264 1133 1334 1256"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £3668.14</td> </tr> <tr> <td>Creditors</td> <td style="text-align: right;">(+) £3612.71</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £55.43</td> </tr> </table> <p>f Cash Book</p> <table data-bbox="264 1323 1334 1357"> <tr> <td>Cash Book Balance at 8 May 2018</td> <td style="text-align: right;">£7102.35</td> </tr> </table> <p>g Current Account / Cash Book Reconciliation</p> <p>The 'Cash available when all cheques cleared' (b above) differs from the 'Cash Book balance when all cheques cleared' (e above) by 40p due to an underpayment on cheque 1065. To be corrected on the next payment to the recipient.</p> <p>h Expenditure / Budget comparison</p> <p>The comparative expenditure through to the end of December was £16,456.71 against a forecast of £17,889.00.</p> <p>i Capital and Revenue Account</p> <p>A financial analysis (issued under separate cover) has established that out of the PC's available funds of £182,500 at the start of the financial year £144,547 is restricted to capital expenditure. This is after allowing for reserves for budgeted proposals for 2018/19.</p> <p>j Audit Control</p> <p>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</p>	Current Account as Statement to 1 May 2018	£13828.74	Previous Balance	£4579.58	Cash received	£10080.00	Cheques issued and cleared	£830.84	Cheques not cleared	£6725.99	Cash available when all cheques cleared	£7102.75	Savings Account balance after January 2018 interest	£113,107.17	Account balance	£70,000.00	Liabilities as set out in Balance Sheet schedule	(-) £3668.14	Creditors	(+) £3612.71	Total Commitments (-) / Income (+)	(-) £55.43	Cash Book Balance at 8 May 2018	£7102.35	
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7	Clerks Update																									

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	<p>a NYCC has informed the PC that it will not adopt the Church Lane footpath. Noted</p> <p>b The lock has been attached to the gate chain at the Triangle. NYCC has been informed of the code. Noted</p> <p>c Eight salvaged planters have been put in place and filled with compost and the salvaged plants relocated to Chestnut Green. Noted</p> <p>d The electricity bill received from Npower has been disputed. However it has now been established that it is correct. The PC's electricity supply will be 25% more expensive than originally estimated because of an error on the PC's original unmetered supplies certificate. Payment will now be made by the Clerk under delegated powers. Noted</p> <p>e The draft licence for the fountain planters has been received from NYCC and returned with a request for a minor adjustment associated with the planter in the Square. Noted</p> <p>f Following attendance at the YLCA GDPR seminar an action plan has been prepared for compliance over the coming weeks. A draft Privacy Notice has been prepared along with other notices etc and these will be presented to the PC for endorsement at the June and July meetings. Noted</p> <p>g Instructions have been issued for the repair of the fencing around the Christmas tree in Chestnut Green. Noted</p> <p>h NYCC have rejected the PC's request for time limited parking restrictions in the Square on cost grounds. Noted</p> <p>i The Valuer has been instructed regarding valuation of the plot adjacent to 126 Main Street. An inspection is to take place on 17 May with the report following shortly thereafter. Noted</p> <p>j Hillam PC is going to upgrade its village entry signs other than the one at Mill Close. When completed the PC will be able to take a view on any action to the one at Mill Close. Noted</p> <p>k The Clerks annual review has been completed. No issues have been raised. The NALC salary recommendation for 2018.2019 will be considered at the next meeting. Noted</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule as amended schedule tabled at meeting. Proposed by Cllr BH. Seconded by Cllr SW. Agreed</p> <p>b To consider the Internal Auditors report and agree any action arising from it (issued under separate cover). Proposed by Cllr BH that the content of the report is noted and acted upon as suggested. Seconded by Cllr SS. Agreed.</p> <p>c To approve the Annual Return Governance Statement. Considered that Statements 1 to 8 are to be answered 'yes'. Proposed by Cllr BH. Seconded by Cllr RC. Agreed</p> <p>d To consider and approve the Bank Reconciliation Statement, the Annual Return Accounting Statement and the commensurate Explanation of Variances (all issued under separate cover). Proposed to approve by Cllr BH. Seconded by Cllr RC. Agreed</p> <p>e To appoint chairmen to the 1) Christmas lights, 2) Planting and 3) Footpaths working parties. Cllr BH proposed by Cllr SW for 2). Seconded by Cllr SS. Agreed. Cllr MJ</p>	

Item		Action
	<p>proposed by Cllr BH for 3) (MF to SM). Seconded by Cllr RC. Agreed. Cllr NS proposed by Cllr BH for 3) (Rights of Way Act). Seconded by Cllr SS. Agreed.</p> <p>f To transfer £10,000 from the Yorkshire Bank savings account to the Current Account to assist with cash flow. Proposed by Cllr BH. Seconded by Cllr SW. Agreed</p> <p>g To spend up to £300 on summer planting and compost. Proposed by Cllr SW. Seconded by Cllr BH. Agreed</p> <p>h To agree the insurance provider for the forthcoming year (two quotations have been received). Proposed by Cllr BH to accept the Clerk's value engineered recommendation and place the order with BHIB Ltd. The cover to be for a single year with additional GDPR cover for an overall cost of £425.51. Seconded by Cllr RC. Agreed</p> <p>i To replace the remaining 5 concrete posted streetlights in Water Lane with 6m steel posts and led lanterns at an estimated cost of £6000 with £3300 coming from the revenue account and the remainder from the capital account. Proposed by Cllr BH. Seconded by Cllr SW. Agreed</p> <p>j To spend up to £750 (excl vat) to commemorate the centenary celebrations of the ending of the Great War by purchasing and installing a six foot aluminium 'Tommy' statue (details issued under separate cover) and to agree a location for its situation. Proposed by Cllr SW that the statue is purchased with the location being subject to agreement at the next meeting following further consultations. Seconded by Cllr BH. Agreed</p> <p>k To clear central area on Chestnut Green of bulbs to ensure a clear area for activity. Agree to spending of up to £50 to allow for removal of bulbs. Proposed by Cllr BH. Seconded by Cllr SS. Agreed</p> <p>l To employ a local contractor on a time and materials basis to receive delivery of and erect on site the fountain and rail planters once ordered. Proposed by Cllr BH subject to a ceiling cost of £250. Seconded by Cllr SS. Agreed</p> <p>m To identify any items requiring tidying up, repair and / or maintenance and to agree action. Proposed by Cllr BH that clarification is sought from the SDC on 1) the status of the sign erected at Battersby's roundabout and 2) the status of the banner on the railings at the car wash. Seconded by Cllr SS. Agreed.</p>	
9	Discussion Items	
	<p>a Action following statement from NYCC re Church Lane footpath. Obtaining an estimate for the cost of repair should be the next step. Clerk to arrange.</p> <p>b Watering planting. The 12 planters with reservoirs require 21 litres each (252 litres) to fill and it is estimated that the 12 standard planters that will need 5 litres each (60 litres) on a regular basis. Further efforts are to be made to find practical methods for providing water both for the initial fill and for ongoing purposes.</p>	
10	Updates	
	<p>a Burial Committee. Nothing further</p> <p>b Community Association. Nothing further</p>	<p>Cllr SS</p> <p>Cllr NS</p>

Item		Action
	c A63 Traffic Calming. Nothing further d Planting. Nothing further e MFPC/HPC liaison group. Nothing further f New bank accounts. Nothing further g Lumby Lane cycle / footway initiative. Nothing further h Footpath adjacent to Community Centre. Nothing further i NYCC meeting re Battersby's roundabout alterations. Nothing further j Footpath working party. Nothing further k Christmas lights working party. Nothing further	Cllr BH Cllr SS Cllr SS Cllr BH Cllr MJ Clerk Clerk
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 12th June for next meeting on 20th June. Noted	All

The meeting closed at 9.50pm