

Monk Fryston Parish Council

NOTICE OF MEETING

I hereby give notice that a meeting of the Parish Council of the above named Parish will be held remotely via Microsoft Teams on Wednesday 20 May 2020 immediately following the Annual Parish Council Meeting.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. Dated this 14th May 2020

Residents wishing to observe the meeting remotely to contact the clerk with e-mail and or telephone details

AGENDA

Item		Lead
1	To receive apologies for absence and note any remote non councillor attendees	
2	To receive declarations of interest	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 18 March 2020	
4	Residents Issues (15mins allocated to receive residents representations to the Council)	
5	Planning	Chair
	1) To agree consultation responses to the following planning proposals: a Proposed erection of a 2 storey rear extension to provide a larger kitchen, new bedroom with en-suite, 18 Hillcrest, Monk Fryston, Leeds	
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment (£411.40 for March and £290 for April)	
	b Current Account Current Account as Statement to 1 May 2020 £13554.22 Previous Balance £4171.82 Cash received £10100.00 Cheques issued and cleared £717.60 Cheques not cleared £557.50 Cash available when all cheques cleared £12996.72	
	c Savings Accounts Yorkshire Bank balance after January 2020 interest £43,113.00	

Monk Fryston Parish Council

Item		Lead
	<p>Skipton BS (2019 annual statement) £72,109.91</p> <p>Nationwide BS (2020 annual statement) £70,322.32</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £4333.00</p> <p>Creditors (+) £2808.71</p> <p>Total Commitments (-) / Income (+) (-) £1524.29</p> <p>e Cash Book</p> <p>Cash Book Balance at 12 May 2020 £12996.72</p> <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)</p> <p>g Expenditure / Budget comparison</p> <p>The end of year Receipts and Payments and Debtors and Creditors statements (issued under separate cover) sets out the PC's financial position at the financial year end.</p> <p>The comparative expenditure through to the end of April was £290 against a forecast of £498.00.</p> <p>h The Nationwide BS Saver Account interest has been reduced to 0.4%</p> <p>i 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.</p>	
7	Clerks Update	Clerk
	<p>a The damage to the PC's bus shelter has been notified to the insurance company and a quotation for repair requested from the installation contractor</p> <p>b The Precept payment (first tranche) has been made by SDC</p> <p>c Invoices have been received from Npower for streetlight electricity consumed since the contract with them was terminated. A dialogue is ongoing with Npower to resolve the situation.</p> <p>d The majority of the planters have been taken away for sterilising and replanting. The expectation is that they will be returned around the beginning of June</p>	
8	Motions (<i>in bold italic</i>)	Various
	<p>a <i>To make payments in accordance with payments schedule</i> (issued under separate cover)</p> <p>b <i>To agree the end of year Receipts and Payments and Debtors and Creditors statements (issued under separate cover) setting out the PC's financial position at the financial year end.</i></p> <p>c <i>To create a SharePoint account and email for the burial committee clerk at a cost of £45 per annum to be funded by MFPC under its operating costs.</i> The purpose of this is to have an archive store for documents and more consistent practice for administration.</p>	<p style="text-align: center;">Cllr BH</p> <p style="text-align: center;">Cllr BH</p> <p style="text-align: center;">Cllr BH</p>

Monk Fryston Parish Council

Item		Lead
	<p>d <i>Appointments to the burial committee to run from the time when first appointed until the end of the term of office on the Parish Council. Unless the councillor decides to step down from the appointment prior to the end of the term of office.</i></p> <p>e <i>To agree action regarding car sales being carried out from the property at 4 Lumby Lane, Monk Fryston.</i></p> <p>f <i>To agree the Community Association Grant Process as discussed with CA Chairman</i></p> <p>g <i>To identify any items requiring repair and / or maintenance</i></p>	<p>Cllr BH</p> <p>Cllr SS</p> <p>Cllr BH</p> <p>Cllr BH</p>
9	Discussion Items	
	<p>a Residents issues received under item 4</p> <p>b Housing allocation for council property to local person(s)</p> <p>c Bus shelter at the Post Office</p> <p>d How to ensure that important dates such as the VE Day celebrations are not overlooked in the future</p> <p>e Parish Council document review (list issued under separate cover)</p>	<p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr SS</p> <p>Cllr BH</p>
10	Updates	Various
	<p>a Burial Committee.</p> <p>b Safer Roads Partnership</p> <p>c Village Decoration</p> <p>d Lumby Lane cycle / footway initiative</p> <p>e Footpath adjacent to Community Centre.</p> <p>f Projects Working Party</p> <p>g Covid 19 support group</p> <p>h Community food bank Collections</p> <p>i Community Asset application for The Crown</p> <p>j Update on Possessory title for The Mount</p> <p>k Update on status of Foundation field for use</p>	<p>Cllr SS</p> <p>Cllr RB</p> <p>Cllr SS</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p>
11	Correspondence	
	<p>POST IN</p> <p>a Royal British Legion VE Celebration literature</p> <p>b Nationwide BS notice of rate change</p> <p>c Npower Invoices (x2)</p> <p>d Npower notice of increase in credit</p> <p>e Npower Invoices (x2)</p> <p>f Npower balance overdue notices (x2)</p> <p>g SDC remittance advice for precept</p>	

Monk Fryston Parish Council

Item		Lead
	h Npower account in default notices (x2) i Yorkshire Bank Statement j S G Parkin Invoices (x2) k Npower notice of disconnection (x2) POST OUT a MF & H Community Association grant payment b Clearvision Window Cleaning Services payment c NYCC payment d HMRC payment	
12	Items For Next Meeting	All
	a Items to be with Clerk before 9th June for next meeting on 17th June	

Receipts and Payment Account
For the year ended on 31 March, 2020

RECEIPTS	2018.19	2019.20	PAYMENTS	2018.19	2019.20
Current Account	£	£	Current Account	£33,602.87	£98,655.90
Balance at 01/04/19	4,025.74	4,596.65	Account Transfer		70,000.00
Precept	20,020.00	19,809.00	Asset Purchase	9,295.38	137.68
VAT Reclaim	3,612.71	3,702.78	Audit`	335.00	335.00
NYCC for grass cutting	291.07		Burial Committee Precept	1,335.42	1,406.14
Transfer from YB Savings Account	10,000.00	70,000.00	Christmas Decorations	155.00	119.99
Refund for Christmas decoration purchase		69.99	Clerks Salary	3,829.85	4,531.28
SDC planning fee refund		231.00	Cllr Expenses (Church Lane footpath research)	15.60	43.20
Third party payment for valuation	180.00		Community Asset application sundries		34.20
Hillam PC	70.00	150.00	Consultancy / Professional Seives	3,412.87	
Refund of bus shelter repair cost		3,283.20	Council News Letter	167.50	199.92
Yorkshire Bank Savings Account			Electricity	640.14	633.65
Balance at 01/04/19	113,107.17	113,015.30	Grounds Maintenance	3,005.08	3,333.00
Proceeds from sale of Quarry Land	9,800.00		Insurance	425.51	425.52
Interest	108.13	97.70	Landscaping and Planting	1,771.93	1,318.32
Skipton BS Account			Planning Application Fee		231.00
Balance at 01/04/19	70,000.00	71,044.25	Replacement, Repairs and Maintenance	673.06	3,563.20
Interest	1,044.25	1,065.66	Room Hire	100.00	200.00
Nationwide BS Account			Running Expenses	532.98	860.78
Payment from Current Account		70,000.00	S137 Grants and Payments	1,153.29	110.00
Interest		322.32	Sale of Land	1,269.00	
			Statutory Grants	3,748.31	1,922.80
			Street Lighting	86.41	89.60
			Subscriptions	387.00	395.00
			Traffic Management	1,200.00	1,200.00
			Training	63.54	96.00
			ReplACEMENT of street lights		7,469.62
			Balance at 31/03/20	4,596.65	3,186.72
			Yorkshire Bank Savings Account		
			Transfer to current account	10,000.00	70,000.00
			Closing Balance at 31/03/20	113,015.30	43,113.00
			Skipton BS Account		
			Closing Balance at 31/03/20	71,044.25	72,109.91
			Nationwide BS Account		
			Closing Balance at 31/03/20		70,322.32
TOTAL	£232,259.07	£357,387.85	TOTAL	£232,259.07	£357,387.85

Signed as properly presenting
the PC's receipts and payments

Signed

FROM BREAKDOWN SHEET

	actual expenditure (net) to end Dec
Burial Board	£1,128.40
Clerks Salary	£2,276.80
Clerk National Insurance	
Council News Letter	
Clerk Use of Facilities	
Councillor expenses	£10.42
DPPO costs	£232.00
Electricity for lighting	£475.92
Grants	£2,794.00
Grass Cutting	£2,580.00
Income	£0.00
Internal and external Audits	£156.00
Knotweed Treatment	£272.00
Lighting repairs	£108.33
Office Running Expenses	£135.72
Op Costs for C A	
Plants	£561.67
Quarry Planning application	
Renewal of street lights	
Repair and paint fencing at the triangle	
Rights of way footpath leaflet	
Room Hire	£176.00
Statutory Insurance	£433.51
Training and Prof Memberships	£382.00
Xmas Trees	£140.00
Unplanned	£564.47
Total	£12,427.24

FROM BUDGET SHEET

original 'budget' to end Dec	underspend to end Dec
£1,200.00	71.60
£2,439.00	162.20
£0.00	0.00
£140.00	140.00
£270.00	270.00
£180.00	169.58
£400.00	168.00
£600.00	124.08
£1,612.50	-1,181.50
£2,988.00	408.00
£0.00	0.00
£290.00	134.00
£272.00	0.00
£940.00	831.67
£135.00	-0.72
£1,500.00	1,500.00
£1,200.00	638.33
£500.00	500.00
£5,000.00	5,000.00
£100.00	100.00
£75.00	75.00
£135.00	-41.00
£450.00	16.49
£200.00	-182.00
£100.00	-40.00
	-564.47
£20,726.50	8,299.26

Currently projected end of year spend	£17,420.24
Originally expected spending	£21,792.00
Potential underspend	£4,371.76
Quarry Land windfall Income	£5,250

**'current'
remaining in
budget**

£0
£813
£0
£200
£90
£0
£0
£0
£430
£0
-£300
£0
£0
£0
£45
£0
£0
£500
£2,100
£0
£75
£45
£0
£100
£75
£820

4,993.00

grit salt

DEBTORS AND CREDITORS 31st MARCH 2020

CURRENT ACCOUNT				2018.19	2019.20	LIABILITIES				2018.19	2019.20	
Current account statement 31 March 2020		£11,349.89			£11,641.44	unpresented cheque no 1123	£35.64	unpresented cheque no 1177			£100.00	
						unpresented cheque no 1126	£6,717.60	unpresented cheque no 1179			£7,469.62	
						month12 paye payment	£192.20	unpresented cheque no 1182			£557.50	
						vat overpayment	£18.83	unpresented cheque no 1183			£121.40	
YORKSHIRE BANK SAVINGS ACCOUNT						Unbilled room hire	£62.50	unpresented cheque no 1184			£206.20	
Savings account statement 31 March 2020		£113,015.30			£43,113.00	Street light repairs	£200.00	5 led street light lantern replacements			£1,255.00	
						lock	£15.00	legal advice for footpath			£500.00	
						Replacement street lights	£6,000.00	legals for mount possessory title			£500.00	
SKIPTON BUILDING SOCIETY ACCOUNT						provision for electricity supplied	£600.00	provision for electricity supplied			£600.00	
Savings account statement 31 March 2020		£71,044.25			£72,109.91	bench floor improvements	£100.00	street light repairs			£200.00	
						initial registration of Parish Council land.	£154.00	chestnut green cable re-direction			£300.00	
						banner planning applications	£250.00	cable connector for triangle			£18.00	
NATIONWIDE BUILDING SOCIETY ACCOUNT						encryption	£50.00	new planters (2)			£200.00	
Savings account statement 31 March 2020					£70,322.32	replacement planter	£150.00	unbilled room hire			£37.50	
						planter removal	£50.00	encryption			£50.00	
						newsletter	£200.00	lock			£15.00	
CREDITORS						hardstanding for police	£1,000.00	bench floor improvements			£100.00	
Income -vat	£3,702.78		£2,496.65			time capsule tree	£50.00					
Hillam PC path clearing refund	£70.00			£291.07		yellow lining	£1,850.00					
NYCC grass cutting refund												
Total	£3,772.78	£3,772.78	£2,787.72	£2,787.72								
Total	£199,182.22		£199,974.39				£17,695.77				£12,230.22	

COMMITMENTS (RESOLUTIONS etc)	
HISTORICAL	
village plan	£200.00
girl guides grant	£191.25
bench floor improvements	£100.00
Total	£491.25
THIS FINANCIAL YEAR	
mill close light repair	£188.23
electrical test	£543.51
litter bin	£350.00
cleaning of bench	£20.00
CA grass cutting grant	£387.50
repair to sign	£20.00
CA statutory grant	#####
spring planting	£250.00
planning consult. Shelters	£50.00
grit bin mill close	
lighting	#####
st wilfrids floodlighting	
Total	#####

CREDITOR (ACTUAL)	
Unbilled room hire	£37.50
initial registration of	£154.00
Total	£191.50
Total liabilities	£7,694.99
Total creditors	2,471.37
Commitments	5,223.62
Debtor	Value
vat	£2,527.94

Receipts	27572	35126
Payments	33240	33602
Liquid Assets	187687	195409
Debtors	3682	3773
Fixed Assets	56805	62141
	248174	261323
Liabilities	9480	

SCHEDULE OF PAYMENTS		Meeting 20 May 2020			
Payee	Invoice No	Amount	Vat	Item	Cheque
P Scott	n/a	4.00	incl	White A4 paper and post it stickers	1185
P Scott	n/a	15.99	incl	Printer ink 4 pack	1185
P Scott	incl	13.20	incl	Location plan	1185
P Scott	tbc	2.50	tbc	cardboard box for accounts post	1185
P Scott	n/a	6.57	n/a	postage for accounts	1185
P Scott	incl	255.00	incl	Purchase of planters (2no)	1186
P Scott	incl	17.82	incl	Masterplug electric box	1187
William Holmes	incl	349.00	incl	Laptop and AV software	1188
William Holmes	incl	40.80	incl	Historic OS village maps from Scottish Library	1188
npower	LGWBZGN4	12.40	incl	Electricity bill	1189
npower	LGWBZGN3	227.04	incl	Electricity bill	1189
S G Parkin Landscapes	2351	150.00	n/a	Grass cutting etc	1190
S G Parkin Landscapes	2352	250.00	n/a	Grass cutting etc	1190
Total		£1,344.32			

Provision of Parish Council funding towards the Community Association

Under legislation the Parish Council (PC) has the power to provide the following two functions amongst others

1. Community Centres, Conference Centres, Halls, Public Buildings
2. Recreation – provision of recreation grounds, public walkways, pleasure grounds, open spaces, village greens, gymnasiums, playing fields, holiday camps and boating ponds.

Since 2011 the PC has provided the Community Association (CA) with nearly £18000 of grants. These grants have been given in order to assist the CA with its developments and improvements to the Centre. This was at a time when the utilisation was low or in the process of being improved.

The CA has been very successful in improving its utilisation to such an extent that it has a very healthy bank balance. With that in mind the is of the view that support for the centre should continue but not in its previous format.

The PC would like to continue to support the CA for the benefit of the community and to fulfil part of its powers under legislation. The PC also recognises the assertion from the CA that it is an independent body.

Whilst the CA gives some grants to organisations this is usually limited to start up and for a limited time only. There is no process for ongoing grants to the local community. The PC also notes that the Centre is has users from outside the community. It is not appropriate (or legal) for these users to benefit from funding given by the Parish Council.

Moving forward the PC will provide funding in the form of 'hours' purchased and will gift those hours, as it sees fit, to local charitable organisations for their benefit. The PC may decide to use the hours purchased themselves for PC Business.

Appendix A details the process on how this will work.

Appendix A

1. Stage 1

- a. At the start of the financial year the PC will agree a value of hours to be purchased at a PC Meeting. This will probably be the May meeting after the precept has been deposited.
- b. The clerk will raise an order to the CA detailing the value of the hours to be purchased.
- c. The CA will raise an invoice to cover the value of the hours purchased.
- d. The Clerk will raise a cheque for payment to the Community Association.
- e. The Clerk and the Treasurer will maintain a ledger of the credit and debits against the Parish Council's account.

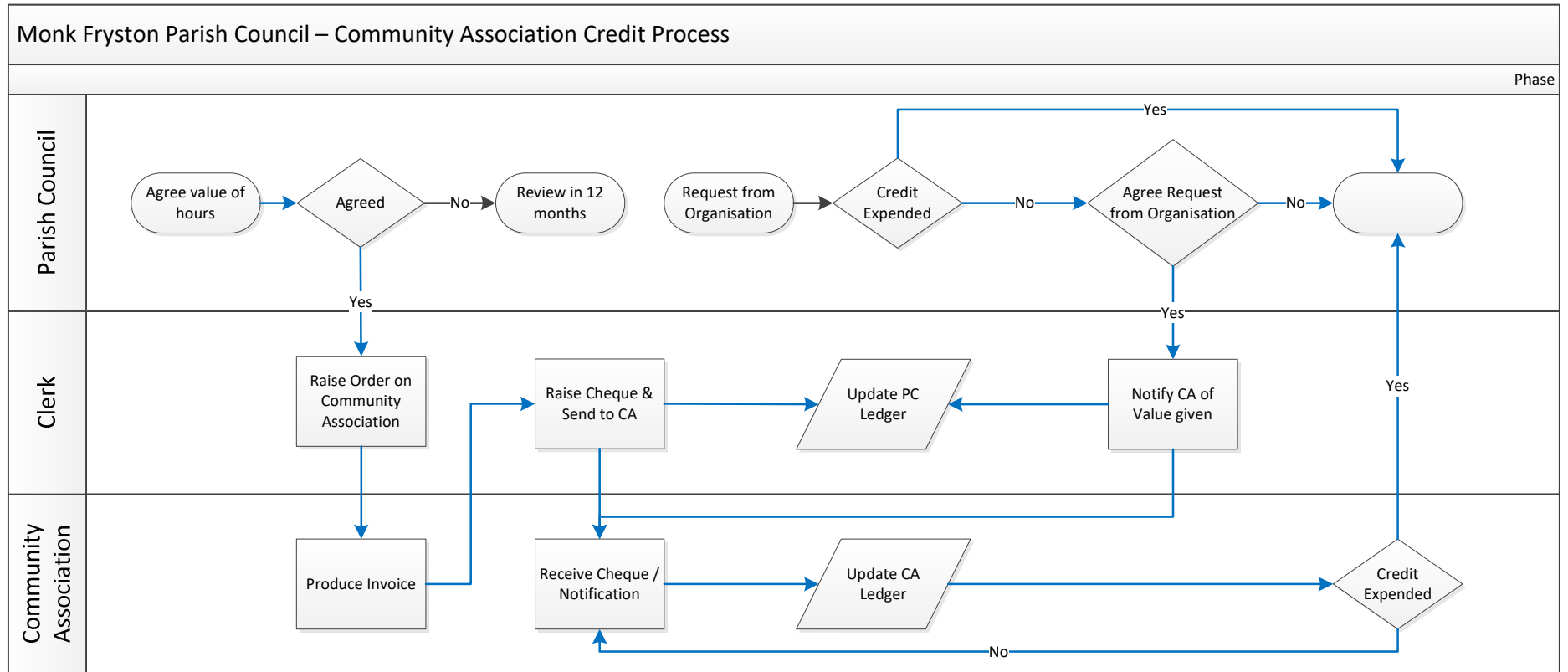
2. Stage 2

- a. The PC will take requests from local charitable organisations to support hours to be provided by the Parish Council.
- b. The PC will consider the request at a PC Monthly meeting
- c. If agreed the PC will notify the CA that the PC has given hours to the organisation in the form of a cash value.
- d. The Clerk and CA Treasurer will debit the Parish Councils account and credit the organisations account accordingly.

3. Stage 3

- a. If by the time the next years credit is given the existing credit hasn't been expended, then the credit shall be set to zero. This date shall be the date of the Parish Council meeting where the credit was agreed.

Appendix B Process Flow Diagram



Elmhirst Parker Solicitors
The Cross
Kirkgate
Sherburn in Elmet
North Yorkshire
LS25 6BH

Barry Khan, Solicitor

Assistant Chief Executive (Legal and Democratic Services)
County Hall, Northallerton, North Yorkshire, DL7 8AD

Contact: Frances Maxwell

Tel: 01609 533136

E-mail: frances.maxwell@northyorks.gov.uk

Web: www.northyorks.gov.uk

Our ref: 116629/FAM

22 April 2020

Your ref: 33861/4/JCC/LTB

Dear Sirs

SECTION 56 NOTICE - CHURCH LANE AND OLD VICARAGE MONK FRYSTON

Thank you for your letter of 17th February. We have considered the position in relation to the history of the Church Lane Footpath and the Statutory provisions as well as addressing the points you raise in your letter.

History of the locality

There is no attempt to avoid responsibility for a highway as you state. We understand the position is that the Authority has not historically taken any responsibility for the Church Lane footpath. Any works undertaken in the past have been at the request of Selby District Council and costs incurred have been reimbursed to the Highway Authority by them. We consider that a Court would give significant weight to this evidential fact. We refer to the specific statutory provisions and history relating to Church Lane footpath below. The Highway Authority is not aware that there has been any historical dedication of the footpath.

Maps and Plans

With respect, the information submitted by your client may be biased in that assumptions were drawn by marking up the Inclosure Award map on which they wish to rely, and which in our view is incorrectly interpreted. The Authority's Senior Technical Officer can only rely on the Award and map as held by the Authority which does not specifically refer to the Church Lane footpath by direct reference or otherwise, and is not annotated or coloured in the way your client has illustrated. The plan prepared by your client cannot be relied upon as being reflective of the position as it is your client's interpretation and one which we cannot agree on our interpretation of the Award and map.

In relation to point 1 in your letter, the Award refers as follows:

1. to Public Roads being "public high roads and ways in over and upon the Lands and grounds..." and which are then referred to specifically by name, all being of a breadth of at least 40 feet or more;

2. Private Roads being “private roads and ways as well in over and upon the Lands and Grounds...” and which are then referred to specifically by name, all being of a breadth of at least 18 feet or more;
3. The award states that other private roads and ways not hereinbefore otherwise directed by the Surveyors shall be forever repaired and maintained.

I note that this is accepted by your client.

The Award then refers to Footways being “Footways and roads in through over and upon the several places Lands and Grounds...hereinafter *particularly mentioned...*” (my emphasis). Footways is a closed list. The point we make therefore is that as a footway being no more than 5 feet in breadth, Church Lane footpath is not within the description of other public or private roads or ways in the land or Ground of Monk Fryston, and is not in the closed list of Footways.

Point 2

We note that you refer to an 1850 Map, we presume this to be the 1853 Map submitted within the document to which you refer to as “Monk Fryston Parish Council Contends that the footpath between Church Lane and Old Vicarage Lane is a highway maintainable at public expense”. You state that it can be seen from this map that the whole length of Church Lane is of comparable width. We are not sure to what you refer being a “reduction in width” which you say occurred when the properties were constructed. We cannot identify a reduction in width. The housing was developed by Selby District Council and Church Lane comprising the development is not subject to the Section 56 Notice.

On close inspection of the Award Map you will note that it does not show a clear route to the main road, this was only constructed when the houses were built by Selby District Council. See also the Plan at Fig 2 which you submitted which does not show the footpath being connected to the Church Lane housing or Vicarage Lane. It is not clear how you reconcile the footpath with the road constructed for the housing development by Selby District Council. If there were any intention to adopt the footpath it would have surely been undertaken at that time, and in any event it would not be adopted unless it were made up to the required standard by the developer by agreement. If we have misunderstood the point you make in relation to the appropriate statutory process being completed, please let us know.

Point 3

We are not with you on this point as clearly the footpath was not formally adopted at the time the housing development was constructed. See the Statutory provision section below.

Additional Points made by you in your letter:

In relation to ownership of the lane, from the information we have it is not clear who owns the lane, it may be owned by adjoining properties. We do not have any information in relation to points 2 relating to assignment to an adjoining property. I am not sure what is meant by Point 3 that “it can’t be maintainable is because it is not wide enough”. That last point appears to be a misunderstanding of the position taken by the Highway Authority that there is insubstantial evidence on the information you have supplied and the interpretation you have given to the Award to include a footpath, when it clearly relates to roads and ways of substantial width and is not classed as a Footway within the award.

Section 36 Highways Act 1980:

In relation to Section 36 of the Highways Act 1980, we are of the view that for the reasons given you have not provided any evidence that the footpath was a highway before 31st August 1835 to satisfy section 36(5)(a). We don’t have any evidence to suggest that the alternative at section 36(b) is relevant either, see below in relation to the statutory provisions post 1835.

Evidence requested in respect of the Highways Act 1950 s50 and Highways Act 1980 s47, and the Highways and Locomotive (Amendment) Act 1878

In respect of your request for hard evidence, with respect, Section 50 of the Highways Act 1950 cannot not apply as under the provisions of subsection (2) no order can be made relating to a footpath. Similarly, section 47 of the Highways Act 1980 cannot apply either as it also does not relate to footpaths (section 47(2)). See below in respect of the Highways and Locomotive (Amendment) Act 1878 which is also not relevant to a footpath.

Statutory Provisions:

As we cannot agree that Church Lane Footpath is included in the Inclosure Award on the interpretation of the section relating to Monk Fryston we have further considered the history and specific legislation relating to the designation of highways as being publically maintained.

Under the Highways Act 1555 parishes and inhabitants had responsibility for maintaining highways and this was largely unchanged until the implementation of the 1835 Highways Act – pre-existing highways continued to be maintained at public expense, any established afterwards had to show they had been adopted.

The Highways Act 1862 allowed parishes to combine into Highway Districts under Highway Boards, and the Highways and Locomotive (Amendment) Act 1878 allowed Highway authorities to apply to the County authority (Quarter Sessions) for an order to declare highways as main roads – the Local Government Act 1888 introduced elected County Councils who took over main roads. Under the Local Government Act 1894 new urban and rural district councils took over all other roads. Responsibility was given for these to the County Councils in 1929. The Highways and Locomotive (Amendment) Act 1878 therefore relates to main roads and with respect is not relevant to the Church Lane footpath.

Since 1925 under the Public Health Act there has been a requirement for urban authorities to publish a list of Streets, showing which were maintainable by the inhabitants at large. We are not aware that you have evidence of the footpath on this list. In addition, under the Highways Act 1959 every borough and urban district were required to keep a list of highways maintainable at public expense, which have now been taken over by the County Council under the Highways Act 1980 as Highway Authority. We are not aware of the footpath being included in any list of streets, which has been a statutory requirement since 1925. If there were evidence, this would have been a strong indication of the footpath being a public highway maintainable at public expense. If you are holding any evidence we shall be happy to consider it.

Conclusion

We are of the view that on examination of the Inclosure Award, map, plan and history of the locality as well as the statutory provisions for evidence of it being a highway maintainable at public expense no such evidence is available and on that basis our position in respect of the Church Lane footpath is that it is not a highway maintainable at public expense.

Yours faithfully

Frances Maxwell
Solicitor (Business & Environmental Services)
for Assistant Chief Executive (Legal and Democratic Services)

Title	Name	Doc Reference
Document Template	pcdoc001 Parish Council Documents.doc	PCDOC001
Standing Orders	Standing orders.doc	PCDOC002
Document Template	pcdoc002 standing orders approved 050313.doc	PCDOC002
Financial Regulations	pcdoc003 Financial regulations.docx	PCDOC003
Grants Procedure	pcdoc004 grants procedure.doc	PCDOC004
Document Template	pcdoc005 code of conduct.doc	PCDOC005
Planting terms of reference	pcdoc006 planting terms of reference.docx	PCDOC006
Village Decorations Committee	pcdoc006.docx	PCDOC006
Land Between A63 and Lumby Lane	pcdoc008 Land between A63 and Lumby Lane.docx	PCDOC008
Document Template	pcdoc010 communications policy.doc	PCDOC010
Residents Issues	pcdoc011 residents issues policy.doc	PCDOC011
Street Lighting	pcdoc012 Street Lighting policy.doc	PCDOC012
News Letter	pcdoc013 Council News Letter policy.doc	PCDOC013
Capital and Projects Working Group	pcdoc014 Capital and Projects Working Group.doc	PCDOC014
GDPR Consent Form	pcdoc015 GDPR Consent Form.docx	PCDOC014
GDPR Privacy Policy	pcdoc014 GDPR Privacy Policy.docx	PCDOC015
GDPR General Privacy Notice	pcdoc016 GDPR GENERAL PRIVACY NOTICE.docx	PCDOC016
Document Template	pcdoc017 GDPRGDPR Privacy Notice for Staff, Councillors and Role Holders.docx	PCDOC017
GDPR GENERAL PRIVACY NOTICE	pcdoc017 GDPR GENERAL PRIVACY NOTICE.docx	PCDOC017
Data Retention Policy	pcdoc018 Data Retention Policy.docx	PCDOC018
Holding remote meetings	pcdoc019 Holding Remote Meetings.docx	PCDOC019