

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 at the Church Hall, Church Lane on Wednesday 21 October 2015 at 7.30pm

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 12th October 2015

AGENDA

Item		Lead
1	To receive apologies for absence	
2	To receive declarations of interest	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Ordinary Meeting held on 16th September 2015	
4	To receive District Councillor(s) update	-
5	Planning	Chair
	1) To agree a consultation response to the following planning proposal: a Retrospective application for garden shed/buttress at 55 The Stables, Main Street Monk Fryston. 2) An approval notice has been received for: the erection of a single-storey 4 vehicle garage block to rear of existing farmhouse at Oak Tree Farmhouse, Fryston Common Lane, Monk Fryston	
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment	
	b Current Account Current Account as Statement to 1 October 2015 £16,573.59 Previous Balance £9,475.34 Cash received £9,050.59 Cheques issued and cleared £1,952.34 Cheques not cleared £00.00 Cash available when all cheques cleared £16,573.59	
	c Savings Account Savings Account balance after July 2015 interest £20,809.21	
	d Future Commitments / Income Liabilities as set out in Balance Sheet schedule (-) £17,859.25	

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Item		Lead
	<p style="text-align: right;">Creditors (+) £642.97</p> <p style="text-align: right;">Total Commitments (-) / Income (+) (-) £17,216.28</p> <p>e Cash Book</p> <p style="text-align: right;">Cash Book Balance at 7 October 2015 £16,573.59</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 comparative expenditure through to the end of September was £9959.86 against a forecast of £8475.00. Expenditure includes a £2500 transfer to savings account.</p> <p>h 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> <p>i Annual Return</p> <p>The Annual Return has been deemed by the external auditor to be in accordance with proper practices. They have asked for one matter relating to the timing of the submission to them to be drawn to the attention of the Council. (copy of certificate issued under separate cover).</p> <p>j Mid Year Financial Review</p> <p>A review of spending against budget has been prepared for information (issued under separate cover) and item 9a has been included below for discussion purposes</p>	
7	Clerks Update	Clerk
	<p>a Following his co-option at the last meeting Cllr Mountain's declaration of acceptance of office and written undertaking to observe the Code of Conduct has been received.</p> <p>b Next month's agenda will include an item for agreement of the budget for 2015/2016 and item 9b below has been included for discussion of potential aspects for incorporation.</p> <p>c The Luncheon Club at the Community Centre has been disbanded. Thanks have been expressed on behalf of the organisers for the support given by the PC over the years.</p> <p>d Correspondence continues to be exchanged with Npower about its issue of inappropriate invoices associated with the electricity they describe as for 'Christmas lights' at an address that does not exist.</p> <p>e Correspondence has been sent to NYCC about matters associated with the extent of the land associated with the 'Triangle' licence. The matters will be subject to consideration by the PC after a response has been received.</p>	

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Item		Lead
8	Motions (<i>in bold italic</i>)	Various
	a <i>To make payments in accordance with payments schedule</i> (issued under separate cover)	Clerk
	b <i>To co-opt a member to fill the vacant seat on the Council.</i>	
	c <i>To agree the draft of the contract to be used for the sale of the quarry land and to appoint two Councillors to sign the resulting contract for exchange on behalf of the Council</i> (draft of contract to be issued under separate cover)	
	d <i>To agree expenditure for Autumn planting.</i> (approx. £150 left in the budget)	Cllr BH
	e <i>To replace Church Lane, col 1 lantern with the PC's LED lantern in accordance with NYCC's estimate of £120.07 + vat and when complete to offer all the lights in Church Lane for adoption by NYCC</i>	Cllr BH
	f <i>To spend up to £305 to replace the damaged litter bin in the lay-by adjacent to Battersby's roundabout with a new lidded bin</i> (NYCC's quotation email 28.9.15 refers)	Cllr BH
	g <i>To request from the Joint Burial Committee a copy of the contract of employment forming the basis for the employment of new clerk.</i>	Cllr BH
	h <i>To apply for a grant for the purchase of a laptop for the administration of the requirements of the Transparency Code for Smaller Councils.</i> The Government has created a Smaller Authorities Transparency Fund to which authorities can apply for funding to cover some of the costs of becoming compliant with the Code.	Cllr BH
	i <i>To use one of the two ownership signs on the quarry land to replace the missing one from the A63 plot.</i>	Cllr BH
	j <i>To transfer an equivalent sum of money from the savings account to the current account to cover the previously referred to invoiced cost from NYCC for street light replacement</i>	Cllr BH
	k <i>To proceed with the NYCC vehicle activated sign initiative at a cost of £4K (excl vat) over four years paid for in instalments.</i> This would include two sockets, one for each end of the village on the A63 so that three six week rotations each year can be deployed in either location. (NYCC email 25.09.15 refers)	Cllr BH
9	Discussion Items	
	a Consideration of the mid year financial review	Cllr BH
	b Proposals for inclusion in the budget for the 2015/2016 financial year	Cllr BH
	c HGV matters identified since last meeting	Cllr SW
	d The proposal for the forecourt storage unit at The Stove Shop (Stove Shop email 9.10.15 refers).	Cllr SW
	e Providing a PC post box adjacent to the Notice Board	Cllr SW
10	Updates	Various
	a Burial Committee	Cllr MJ
	b CEF	Cllr BH
	c Community Association.	Cllr NS

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Item		Lead
	d A63 Traffic Calming.	Cllr BH
	e A63/ Quarry land.	Clerk
	f Street Lighting Working Party.	Cllr BH
	g Planting Working Party.	Cllr SW
	h MFPC/HPC liaison group.	Cllr BH
	i A63 school crossing patrol.	Clerk
	j Oak Tree Farm	Clerk
11	Correspondence	
	<p style="text-align: center;">POST IN</p> <p>a Yorkshire Bank statement</p> <p>b SDC notice of overdue account</p> <p>c NYCC invoice for street light replacement</p> <p>d PKF Littlejohn: Annual Return return and invoice</p> <p>e Selby Town Council letter of thanks (Xscape bus donation) and usage data</p> <p>f Royal British Legion request for donation</p> <p>g Selby Dial receipt and letter of thanks</p> <p>h SDC Precept remittance advice</p> <p>i Burial Committee: precept invoice</p> <p>j Yorkshire Bank statement</p> <p>k NYCC invoice payment reminder</p> <p>l Planning consultation re 55 Main Street, Monk Fryston.</p> <p style="text-align: center;">POST OUT</p> <p>a Ms Booth re grass cutting play area Deer Park Court.</p> <p>b Knotweed Co.</p> <p>c S G Parkin Landscapes payment</p> <p>d SDC payment re election cost</p> <p>e Selby Dial grant payment</p> <p>f Npower re Christmas lights</p>	
12	Items For Next Meeting	
	a Items to be with Clerk before 12th November for next meeting on 19th November	All