

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 16 September 2020 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 10th September 2020**

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 Meeting held on 19 August 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 None received 2) Decision notices received a Application for consent to draw in over extended branches by 1-1.5m and crown lift by 2m to 1no Chestnut tree (T1) covered by TPO 12/1998 26 Chestnut Green, Monk Fryston, Selby - authorised	
6	Finances	Clerk
	a Authorised payments since last meeting: 1 Clerks SO salary payment (£290) 2 Sherburn Community Trust grant payment (£241.50 - cheque1206) b Current Account Current Account as Statement to 1 September 2020 £10916.67 Previous Balance £11276.67 Cash received £00.00 Cheques issued and cleared £360.00 Cheques not cleared £3932.44	

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Item		Lead
	<p>Cash available when all cheques cleared £6984.23</p> <p>c Savings Accounts</p> <p>Yorkshire Bank £43,113.00</p> <p>Skipton BS (now matured 3 year bond) £73,191.56</p> <p>Nationwide BS £70,322.32</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £9597.44</p> <p>Creditors (+) £1224.42</p> <p>Total Commitments (-) / Income (+) (-) £8373.02</p> <p>e Cash Book</p> <p>Cash Book Balance at 8 September 2020 £6984.23</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 August was £10853.90 against a forecast of £9795.</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>	
7	Clerks Update	
	<p>a The Clerk sat in on a SDC presentation about the Local Government review for York and North Yorkshire and the plans for a better bid proposal being considered by SDC in conjunction with other council's in the area (letter 14.08.20 issued under separate cover refers).</p> <p>b The bin and litter signs for Chestnut Green have been ordered</p> <p>c SDC have issued a "First Notification" relating to the removal of the telephone box at The Crown (email 3.9.20 issued under separate cover refers)</p> <p>d The process of selecting a consultant for the Chestnut Green appraisal has commenced.</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 accept and agree to act on the recommendation from the Clerks to Monk Fryston, Hillam and Burton Salmon Parish Councils as a means of addressing the requirements of the Guide to Proper Practices for Governance and Accountability for Smaller Authorities in England insofar as it affects the Joint Burial Committee.</i> Recommendation issued under separate cover.</p> <p>c <i>To instruct Road Data Services to carry out a two week traffic survey for the sum of £590 plus vat and to agree timing for same (email issued under</i></p>	<p>Clerk</p> <p>Cllr BH</p> <p>Cllr BH</p>

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Item		Lead
	<i>separate cover refers)</i>	
	d To re-invest the matured Skipton Building Society funds into a new 3 year fixed rate bond with the same provider providing an interest rate of 0.7% AER	Cllr BH
	e To agree action following complaints about flying practices of Sherburn Aero Club	Cllr BH
	f To temporarily remove the table set from the Southern end of Chestnut Green	Cllr BH
	g To repair the fence post on the Southern boundary at Chestnut Green	Cllr NS
	h To purchase two 'use the litter bin' signs for the tables at Chestnut Green	Cllr BH
	i To identify any items requiring repair and / or maintenance	Cllr BH
9	Discussion Items	
	a Residents issues received under item 4	Cllr BH
	b Entrance to Brecks Farm (email 24.08.20 refers)	Cllr BH
	c The complete refurbishment or matching replacement of the metal fencing in front of The Mount and the posts and railings to the side of The Crown.	Cllr SS
10	Updates	Various
	a Burial Committee.	Cllr SS
	b Safer Roads Partnership	Cllr RB
	c Village Decoration	Cllr SS
	d Lumby Lane cycle / footway initiative	Cllr BH
	e Footpath adjacent to Community Centre.	Cllr BH
	f Projects Working Party	Cllr BH
	g Registered Footpaths	Cllr SW
	h Mount possessory title	Clerk
11	Correspondence	
	POST IN	
	a Skipton BS notification of account maturity	
	b Royal British Legion: information about activities	
	c Skipton BS re account maturity options	
	POST OUT	
	a Sherburn Community Trust payment	
	b Clearvision Window Cleaning Services payment	
	c S G Parkin Landscapes payment	
	d Information Commissioner payment	
12	Items For Next Meeting	All
	a Items to be with Clerk before 13th October for next meeting on 21st October	

SCHEDULE OF PAYMENTS		Meeting 16 September 2020			
Payee	Invoice No	Amount	Vat	Item	Cheque
MF, H & BS Joint Burial Committee	254	1405.02	n/a	2020/21 precept	1207
Elmhirst Parker LLP	20/303	640.00	incl	Adverse possession fee	1208
Total		£2,045.02			

Recommendation to Monk Fryston, Hillam and Burton Salmon Parish Councils as a means of addressing the requirements of the Guide to Proper Practices for Governance and Accountability for Smaller Authorities in England (Appendix A below refers) insofar as it affects the Joint Burial Committee

This recommendation has been prepared by the clerks of Monk Fryston, Hillam and Burton Salmon Parish Councils. This is in response to the requirement of the Guide to Proper Practices for Governance and Accountability for Smaller Authorities in England issued by the Joint Panel on Accountability and Governance (Accounting for joint arrangements) in which paragraph 5.136 states that joint arrangements (such as the Joint Burial Committee) are not bodies corporate and may not own assets, hold bank accounts in their own name, have employees or enter into any form of contract.

The recommendation is that:

- 1) Monk Fryston Parish Council (MFPC) should be made the authority for the joint arrangement. The rationale behind this being that a) the cemetery is in Monk Fryston and 2) it is the largest financial precept contributor to the JBC. (2019. 2020: Monk Fryston number of Band D properties 439.42, Hillam 337.07, Burton Salmon 186.62)
- 2) The (new) clerk to the JBC should be employed by MFPC
- 3) The bank account for the JBC should be closed and the balance transferred to a new account held by MFPC
- 4) All assets of the JBC should be transferred to MFPC
- 5) All contracts to which the JCB is a party should be transferred to MFPC
- 6) The JBC should retain responsibility for administering the contracts and associated payments and other ancillary financial necessities under delegated authority from MFPC
- 7) The JBC should retain responsibility for preparing year end accounting statements for submission to MFPC in accordance with accepted legislation, proper practices including all supporting information if required.
- 8) MFPC would have a responsibility to provide information to Hillam and Burton Salmon Parish Councils setting out how the income, expenditure, assets and liabilities are to be owned and accounted for in each participating body's Annual Governance and Accountability Return based upon each Councils base (ie current) precept proportion contribution with this proportion being reviewed every 5 years. Mathematically percentage-wise this currently works out at 45.62:35.00:19.38.

APPENDIX A

The pertinent requirement of the guide is set out below

5.133. Authorities that operate joint committees, boards or other joint arrangements should make sure that the appropriate shares of income, expenditure, assets and liabilities (including any year-end balances) are included within their own accounts. Merely accounting for net contributions to joint arrangements is not acceptable. Such contributions need to be "grossed up" to reflect the actual share of

income and expenditure (or receipts and payments if applicable) of the joint arrangements operations. Additionally, the authority's share of any separately identifiable bank/cash balances at the year end should be included within Line 8, matched (with the necessary reconciliation for specific Debtors, Stock and Creditors) by a share of earmarked reserves in Line 7.

5.134. Separate, published accounting statements for joint arrangements are no longer required under legislation and so the proper practices, supporting information and examples contained in this guide do not apply to joint arrangements.

5.135. Authorities should, however, understand the risks associated with how their share of the assets and liabilities is used by any joint arrangement in which they participate, as well as their share of income and expenditure (or receipts and payments) employed in delivering the service managed by a joint arrangement.

5.136. Joint arrangements are not bodies corporate and may not own assets, hold bank accounts in their own name, have employees or enter into any form of contract.

5.137. All authorities in a joint arrangement need to communicate with one another. If an original formation document cannot be found, the constituent bodies need to make and record proper decisions about how the arrangement is set up and how the income, expenditure, assets and liabilities are owned and accounted for in each participating body's Annual Governance and Accountability Return.

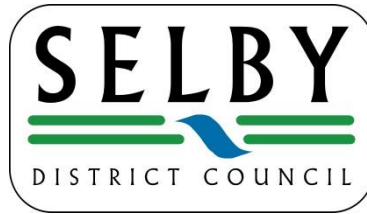
5.138. Where one authority is officially the accountable authority for the joint arrangement, balances held on behalf of other participants should be accounted for as liabilities at the year end, having been appropriately eliminated from the accountable authority's reserves.

Philip Scott: Clerk to Monk Fryston Parish Council

Jovina Janik: Clerk to Hillam Parish Council

Debi Meir: Clerk to Burton Salmon Parish Council

21 August 2020



Please ask for: Councillor Mark Crane
Direct Dial No: 01757 292001

Your Ref:
Our Ref: MC/LVN

14 August 2020

Mr Philip Scott
2 Malvern Mews
Monk Fryston
LS25 5DX

Dear Mr Scott,

I'm writing to encourage you to make your voice heard on the subject of local government reform.

In my last letter to you, I informed you that the government has signalled its determination to change the structure of local government in York and North Yorkshire. In effect this means that the existing districts, boroughs and county council will cease to exist and new structures will be formed.

The county council is working on a proposal for reorganisation based on creating one mega-sized council – the biggest in England – to cover the whole of North Yorkshire. This would represent 600,000 people and 3,000 square miles. This would be paired with the City of York unitary council, a minnow by comparison, covering 200,000 people and 100 square miles.

Alongside every other district and borough council Leader in North Yorkshire, I have severe misgivings about a mega council, running everything from Northallerton. That is why we Leaders have come together to develop plans for a better bid, which we think would enable us to have local government which is truly local. You can find out more about our approach at our website www.get-change-right.com and in the leaflet attached.

In my last letter to you I pledged to listen to your views. This is a major difference between what we as district and borough councils are doing, and the approach our colleagues at North Yorkshire County Council are taking. We want to listen to our communities, voluntary groups and businesses to build something new and better than what we have. That is why we are reaching out again.


On the back of my last letter, many of you have taken the time to contact me, and I am very grateful for that. The running theme through the majority of those emails and phone calls is that in any new council, towns and parishes want a forum where their voices can be heard and acted upon. We are taking all of your feedback into account in our work to build a local government structure that will work for communities, businesses and the economy.

We are working to a very tight government deadline, but we are determined that we will involve town and parish colleagues all the way. So if you haven't yet done so, I would urge you to share your thoughts on this important change so we can get it right. You can do this in several ways:

- Via our online feedback form using the following link:
<https://survey.sogosurvey.com/r/LGRconsult>
- By emailing me directly at mcrane@selby.gov.uk

I look forward to hearing from you.

Yours sincerely



Councillor Mark Crane

Leader of the Council