

Monk Fryston Parish Council

**DRAFT subject to agreement at next meeting**

Minutes of Meeting held 4<sup>th</sup> June 2013 at the Community Centre Old Vicarage Lane

Present: Cllrs Bill Holmes (BH), Susan Woodhall (SW), Shona McWhirter (SM), Mark Johnson (MJ), Philip Brook (PB), Nigel Spofforth (NS), Mr John Mackman (District Councillor), Clerk; Philip Scott.

The Chairman Cllr Holmes opened the meeting at 7.30pm

A request from the District Councillor for items 8e, 8g, 8j, 8m, 10b, 10c and 10h to be brought forward on the agenda to allow his participation was accepted by the Chairman.

Item	Action
1	Apologies for absence: <a href="#">Reasons for absence were offered and accepted for Cllr Mountain</a>
2	Declarations of interest: <a href="#">None declared</a>
3	Confirmation of Minutes
a	To confirm the Minutes of the previous Ordinary Meeting held on 7th May 2013. <a href="#">Confirmed by Cllr MJ. Agreed</a>
b	To confirm the Minutes of the Annual Parish Council Meeting held on 7th May 2013. <a href="#">Confirmed by Cllr MJ. Agreed</a>
c	To confirm the Minutes of the Annual Parish Meeting held on 23rd April 2013. <a href="#">Confirmed by Cllr SM. Agreed</a>
4	District Councillor(s) Update <a href="#">A replacement for the retiring SDC CEO is being sought. The new post would be part time with the Chief Executive at SDC being also Assistant Chief Executive at NYCC on a respective 3days/2days per week basis. Responsibility for parking enforcement in SDC was now being carried out by representatives of Harrogate BC. Under the Localism Act there was a duty on the local authority to provide a list of community valued property nominated by local communities. SDC's tenancy policy was being reviewed. The Boundary Commission was reviewing the number of councillors required for each district. Consent for single storey rear extensions was now the subject of permitted development rights subject to neighbour consultation. The inspectors report on the SDC Core Plan was still awaited.</a>
5	Planning
a	<a href="#">Approval granted for extension and refurbishment of Siddle House Farm to create a gated site entrance, new boundary treatments, secure garaging, kitchen extension and ensuite facilities to the master bedroom at Siddle Farm, Selby Road, Monk Fryston</a>
6	Finances
a	<b>Authorised payments since last meeting:</b> <a href="#">1 Clerks SO salary payment</a>
b	<b>Current Account</b> <a href="#">Current Account as Statement to 17 May 2013</a> <span style="float: right;"><a href="#">£12,143.35</a></span>

## Monk Fryston Parish Council

	Previous Balance	£4,097.01
	Cash received	£9,073.60
	Cheques issued and cleared	£1,027.26
	Cheques not cleared	£1,625.51
	Cash available when all cheques cleared	£10,517.84
<b>c</b>	<b>Savings Account</b>	
	Savings Account balance after January 2013 interest	£3,179.30
<b>d</b>	<b>Future Commitments / Income</b>	
	Liabilities as set out in Balance Sheet schedule	£2659.19(-)
	Reclaimable VAT due	£812.28 (+)
	Total Commitments (-) / Income (+)	£1846.91(-)
<b>e</b>	<b>Cash Book</b>	
	Cash Book Balance at 26 May 2013	£10,517.84
<b>f</b>	<b>Current Account / Cash Book Reconciliation</b>	
	The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)	
<b>g</b>	<b>Expenditure / Budget comparison</b>	
	Not quantified	
<b>h</b>	<b>Audit Control</b>	
	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. <b>Confirmed</b>	
<b>7</b>	<b>Clerks Update</b>	
	a The annual audit has been completed by the internal auditor and his report has been received. Comments and/or agreement on the audit findings is sought as appropriate. <b>No comments were recorded against the findings</b>	
	b The Annual Return has been completed and signed by the internal auditor.	
	c NYCC have been informed about the water emerging from the carriageway in Water Lane. <b>Cllr NS thought that the water was from the foul sewer</b>	
<b>8</b>	<b>Resolutions</b>	
	a to make payments in accordance with payments schedule. <b>Proposed by Cllr SM. Seconded by Cllr SW. Agreed</b>	
	b to approve the annual governance statement forming part of the Annual Return. <b>Proposed by Cllr BH. Seconded by Cllr PB. Agreed</b>	
	c to agree the policy on communication of information (pcdoc010). <b>Proposed by Cllr BH. Seconded by Cllr NS. Agreed</b>	
	d to agree the Budget phasing. <b>Proposed by Cllr BH. Seconded by Cllr SM. Agreed</b>	
	e to change the day on which ordinary Council meetings are held from the first to the second Tuesday of the month commencing with the August meeting (subject to room availability). <b>Proposed by Cllr BH. Seconded by Cllr SM. Agreed</b>	

Clerk

## Monk Fryston Parish Council

- f to spend up to £300 to purchase a lidded bin for the layby on the A63. [Proposed by Cllr BH. Seconded by Cllr PB. Agreed.](#)
- g to send another letter to MF surgery regarding their closed car park as it continues to impact on parking at the post office (clerk to be delegated with authority to draft the letter). [Proposed by Cllr MJ. Seconded by Cllr SW. Agreed](#) Clerk
- h to provide a letter supporting the Community Association's endeavours to further develop the Community Centre facilities to enable the creation of a village Youth Club and Scout Group. [Proposed by Cllr BH. Seconded by Cllr NS. Agreed. Cllr BH to circulate draft letter.](#) Cllr BH
- i to rescind the proposed provision in the budget of up to £1500 for statutory grants and to increase the provision for S137 grants by an equivalent amount. [Proposed by Cllr BH. Seconded by Cllr NS. Agreed](#)
- j to delegate to Cllr SW the authority to present the PC 's observations to the Planning Committee when it sits to consider the retrospective application for change of use from agricultural to storage and distribution, Oak Tree Farm Fryston Common Lane Monk Fryston. [Proposed by Cllr BH. Seconded by Cllr PB. Agreed. It was noted that the outcome of this application may be affected by the new permitted development rights.](#) Cllr SW
- k to delegate to the clerk the authority to authorise the purchase of plants, planting materials and half barrels up to a sum not exceeding £1100. [Proposed by Cllr SM. Seconded by Cllr PB. Agreed](#) Clerk
- l to make a donation of £50 to Selby Town Council towards the cost of the summer bus to Exscape. [Proposed by Cllr BH. Seconded by Cllr NS. Agreed](#)
- m to allow a member from Hillam PC to attend and participate in district councillors update at all Parish Council Ordinary meetings until further notice. [Motion withdrawn](#)
- n to delegate the weed clearing of the footpath running behind the school to the 'Brick Pond' in Hillam to the MFPC Clerk and member of HPC. Costs associated with clearing to be borne on a 50/50 basis. Clerk to be authorised to spend up to £100. [Proposed by Cllr BH. Seconded by Cllr SM. Agreed](#) Clerk
- 9 Discussion Items
- a Weed spraying of paths. [After discussion it was agreed that a motion would be tabled at the next meeting](#)
- b Lumby Lane railway bridge closure. [Clerk to obtain further details from Network Rail concerning their request to use the quarry land for site cabins etc associated with the reconstruction of the bridge](#)
- 10 Updates
- a Burial Board. [Terms of Reference under consideration. Notice Board to be installed at cemetery. Thefts of water have occurred from the cemetery tap.](#)

## Monk Fryston Parish Council

- b A63 Traffic Calming. A meeting has taken place with officers from NYCC at which the PC's proposals were discussed. Confirmation of NYCC's proposals is now awaited for consideration at the July PC meeting.
  - c Aero club noise and disturbance. Nothing further
  - d A63/ Quarry land. The meeting with the adjoining land owners had taken place. A motion arising out of the discussions is to be tabled at the next meeting.
  - e Street Lighting Working Party. To meet before the next PC meeting. The Clerk reported that NYCC had advised that the replacement street lighting was complete
  - f Planting Committee. Planting was to take place this coming weekend
  - g MFPC/HPC liaison group. Nothing further
  - h DPPO Order. It was thought that the earliest that the application would be considered would be at the September Licensing Committee meeting.
  - i Street cleaning. Cllr SW advised that SDC carry out their mobile operative visits each Thursday.
- 11 Correspondence
- a The YCC/NYCC Minerals and Waste long term plan initiative was noted
- 12 Items For Next Meeting
- a Items to be with Clerk before 25th June for next meeting on 2nd July
- All

Cllr Johnson left the meeting at 8.32. District Councillor Mackman left the meeting at 8.35  
The meeting closed at 9.36pm