

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 5th March 2013 at the Community Centre Old Vicarage Lane

Present: Cllrs Bill Holmes (BH), John Mountain (JM), Nigel Spofforth (NS), Susan Woodhall (SW), Shona McWhirter (SM), Mr John Mackman (District Councillor), Clerk; Philip Scott. Rev'd John Hetherington representing the Education Foundation.

The Chairman Cllr Holmes opened the meeting at 7.30pm

Rev'd John Hetherington left the meeting at 8.15pm after delivering his update

Cllr J Mackman left the meeting after giving his report.

Cllr J Mackman gave an update on the status of the respective planning circumstances. The Core Strategy has been examined by the Inspector. A draft report is expected mid-April with a final one late April early May. Woodlane windfarm may be considered in April or May. The Lowfields Road site is subjected to removal of accumulated rubbish by the owners. The design for the new Abbey Leisure Centre has commenced. At Burn airfield ongoing preparations are continuing for the extended traveller's accommodation. SDC council tax has been frozen for the new financial year and no charges are to be levied for green waste collection. SDC has set up a housing trust to provide affordable housing outside that provided through current arrangements.

Action

- 1 Apologies for absence: [Reasons for absence were offered and accepted for Cllrs Brook and Johnson](#)
- 2 Declarations of interest. [None declared](#)
- 3 To confirm the Minutes of previous meeting held on 5th February 2013. [Agreement proposed by Cllr BH, seconded by Cllr SW and confirmed by those present \(minutes to be signed by Cllr Holmes\)](#)
- 4 An update was given by Rev'd John Hetherington on Monk Fryston Education Foundation Trusts position regarding the Foundation Field
[Monk Fryston Education Foundation's historical origin arose from the bequeath of a schoolmaster, its remit covers three villages and in 1987 it was established as a charitable trust. The trust is under the control of 7 trustee members, the Rector who is ex-officio by nature of his office, one nominated by the Monk Fryston School Governing Body, one from each of the three PC's, the Methodist Church and St Wifrid's PCC. The trust holds investments, including land, income from which is used for the spiritual, moral, academic and physical development of children from within the Ecclesiastical Parish \(the villages of Monk Fryston, Hillam and Burton Salmon\). All assets of the Trust must be utilised in a way that maximises its potential in accordance with the remit of the](#)

Cllr BH

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Trust. The current situation is that the Trust has registered an interest in relation to its piece of land (commonly known as the Foundation Field) with SDC's current strategic plan on the basis that it has a willingness to work together with the two adjacent landowners. Currently the Trust has no plans either in place or under development affecting its future.

5 Planning

- a Consultation re erection of 3 storey extension to create additional accommodation with amendments to approval 2012/0798/HPA (8/56/237/PA) for rear garage/ access steps, turning area and retaining walls, Westgarth, 33 Lumby Hill, Monk Fryston. [Agreed delegated to Clerk and Cllr BH to prepare appropriate response recording concerns about the extent and effect of the proposed retaining walls](#)

6 Finances

a **Authorised payments since last meeting:**

1 Clerks SO salary payment

b **Current Account**

Current Account as Statement to 18 February 2013	£6,009.58
Previous Balance	£8,013.90
Cash received	£0.00
Cheques issued and cleared	£2,004.32
Cheques not cleared	£248.88

Cash available when all cheques cleared £5,760.70

c **Savings Account**

Savings Account balance after January 2013 interest £3,179.30

d **Future Commitments / Income**

Liabilities as set out in Balance Sheet schedule	£2568.00 (-)
Reclaimable VAT due	£580.82 (+)
Total Commitments (-) / Income (+)	£1987.18 (-)

e **Cash Book**

Cash Book Balance at 24 February 2013 £5,760.70

f **Current Account / Cash Book Reconciliation**

The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)

- g 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](#)

- h A payment is to hand from Hillam PC in the sum of 263.56 for its share of the CC grass cutting

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- i Another (i.e. third) tonne bag of grit salt has been purchased
 - j The Norton internet security for the laptop has been renewed
- 7 Clerks Update
- a The external auditors have confirmed that the PC only has a statutory requirement to produce an income and expenditure account and does not necessarily need to produce a profit and loss account. To avoid unnecessary expenditure the internal audit is therefore to be restricted to the former and the latter is to be prepared for councillors on a 'for information only' basis.
- 8 Resolutions
- a To amend the Standing Orders to include provision for District Councillors to speak and participate in PC meetings. [Proposed by Cllr BH, seconded by Cllr NS. Agreed](#) Cllr BH
 - b To make payments in accordance with the payments schedule. [Proposed by Cllr BH, seconded by Cllr SM. Agreed](#) Clerk
 - c To delegate discussions for the DPPO to Clerk and a nominated councillor. Nominated councillor to be put forward and agreed at the meeting. [Proposed by Cllr BH, seconded by Cllr NS. Agreed. Nominated Cllr BH. agreed](#) Cllr BH, Clerk
 - d To endeavour that appropriate Terms of Reference, Standing Orders Financial Regulations and code of conduct are established for the Joint Burial Committee. [Proposed by Cllr NS, seconded by Cllr JM. Agreed](#) Cllr BH, Cllr SW
 - e To increase the grant awarded to the Art Club on 6/11/12 by £25. [Proposed by Cllr BH, seconded by Cllr SW. Agreed](#)
 - f To make contact with the adjoining land owners to obtain the understanding of their aspirations for jointly moving forward with the development potential of the Parish Council quarry land. Nominated representative(s) to make the contact to be put forward and agreed at the meeting. [Motion postponed to next meeting.](#)
- 9 Discussion Items
- a How should the PC disseminate Information received that is applicable to wider audiences? [After discussion it was concluded that guidelines should be drawn up by Cllr BH and Clerk for review at the next meeting](#) Cllr BH, Clerk
 - b Reports of smells allegedly coming from the Malting's at South Milford. [Residents reporting smells should be encouraged to make representations to the Environment Agency](#)
 - c Are there any specific arrangements that Council would like the Clerk to make for the Annual Insurance Renewal in June? [To be renewed in normal way](#) Clerk
 - d What further actions would council consider regarding the steps outside St Wilfrids that were recently cleaned of soil and debris. [Clerk to obtain quotes for restoration of top step. Quotes to include restoration of adjacent post](#) Clerk

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- e The general level of maintenance and appearance of the villages' natural environment. [Clerk to obtain from SDC their policy for cleaning in the village. Issue also to be considered by Planting Committee](#) Clerk
- f The state of Common Lane, the heavy vehicle activity there, its use and the impact upon the road structure and the A63. [Cllr SW to write to county highways about the problems being created.](#) Cllr SW
- g The request from a resident to re-instate bollards on the grassed area adjacent to Stove Shop to prevent churning of grass. [Clerk to contact NYCC highways to obtain the extent of any involvement they may have in any solution.](#) Clerk
- h The date of the May meeting. [The May meeting is to be held on 7 May, the day after the Bank Holiday on the 6th.](#)
- i The factual correctness of SDC's Open Space Audit of the village. [Clerk to write to correct Community Centre description.](#) Clerk
- j To what extent does the PC want to be involved in the development of NYCC's North Yorkshire Minerals and Waste Development Framework? [PC to continue with involvement as in past.](#)
- k Problems arising from casual parking on the A63 east of the Health Centre. [Clerk to discuss options with NYCC Highways](#) Clerk
- 10 Updates
- a Burial Board. [Covered above](#) Cllr SW
- b A63 Traffic Calming. [Nothing further](#) Clerk
- c Aero club noise and disturbance. [Nothing further](#) Clerk
- d A63/ Quarry land. [Nothing further](#)
- e Purchase of street light spares [Nothing further](#)
- f Cost of reconnecting street light near Community Centre. [On-going](#) Clerk
- g Repair of Street Lighting Update. [Awaiting confirmation that all complete](#) Clerk
- h Street Lighting Committee. [To be subject to advancement in June](#) Cllr BH
- i Planting Committee. [Meeting to be convened for 14 May](#) Cllr BH
- j MFPC/HPC liaison group. [Discussions about DPPO held](#) Cllr BH
- k DPPO Order. [Covered above](#) Clerk
- 11 Correspondence
- a There were no aspects arising from previously circulated schedule of post received and issued since the last meeting other than the letter requesting support for dyke clearing workers in the dispute with drainage board
- 12 Items For Next Meeting
- Items to be with Clerk before 2 April for next meeting on 9 April All

The meeting closed at 10.02pm