

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 11th March 2014 at the Community Centre Old Vicarage Lane

Present: Cllrs Bill Holmes (BH), Nigel Spofforth (NS), Susan Woodhall (SW), Mark Johnson (MJ),
Mr John Mackman (District Councillor), Mrs Carol Mackman (District Councillor),
Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

Cllrs J and C Mackman left the meeting at 8.18pm.

A request from the District Councillor for items 10c, d, k, l, m and 11k to be brought forward on the agenda to allow their participation was accepted by the Chairman.

Item		Action
1	Apologies for absence: Reasons for absence were accepted from Cllrs Mountain, Brook and McWhirter.	
2	Declarations of interest; None declared	
3	To confirm the minutes of the meeting held on 11th February 2014: Agreed by Cllrs Woodhall and Johnson. Minutes to be signed by the Vice Chairman, Cllr Mountain.	Cllr JM
4	To receive District Councillor(s) update	
	The Bishopwood windfarm application public inquiry is still postponed. The Secretary of State is to decide on the Byram and Hillam travellers site applications. The single turbine application at Lumby will probably be determined in April. SDC has now formally refused the Towton travellers site application. There has been an unauthorised travellers set up on as site at Carlton against which injunctions have been taken out to prevent further incursions. Work on the new Leisure Centre is underway with completion scheduled for early Spring 2015. Evaluation of an accompanying leisure village is ongoing.	
5	Planning	Chair
	<ul style="list-style-type: none"> a Application for change of part of double garage to a dog grooming workshop, Old Tythe Barn, Fryston Common Lane, Monk Fryston. Agreed no comments b Application for first floor extension over existing ground floor garage to form a self contained annex to provide ancillary accommodation, Kingfisher Farm, Fryston Common Lane, Monk Fryston. Agreed no comments c The Planning Department has not replied to two enquiries from the Clerk asking if the highway widening proposals have been submitted and approved in accordance with the timescale set out in the notice of approval for the change of use at Oak Tree Farm. Clerk to write again to seek reply. Impact of subsequently changed permitted development rights to also be queried d Application for a detached biomass boiler plant etc at Monk Fryston Hall Hotel has been approved. Noted 	Clerk
6	Finances	Clerk

Item		Action
	<p>a Authorised payments since last meeting: 1. Clerks SO salary payment</p> <p>b Current Account Current Account as Statement to 18 February 2014 £9377.43 Previous Balance £10117.63 Cash received £0.00 Cheques issued and cleared £740.20 Cheques not cleared £219.00 Cash available when all cheques cleared £9158.43</p> <p>c Savings Account Savings Account balance after January 2014 interest £3182.48</p> <p>d Future Commitments / Income Liabilities as set out in Balance Sheet schedule (-) £3566.20 Reclaimable VAT / grass cutting refund due (+) £474 Total Commitments (-) / Income (+) (-) £3092.20</p> <p>e Cash Book Cash Book Balance at 2 March 2014 £9159.43</p> <p>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) to within £1</p> <p>g Expenditure / Budget comparison The comparative expenditure through to the end of February was £14,126.55 against a forecast of £19,219.01</p> <p>h 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</p>	
7	Clerks Update	
	<p>a SDC have agreed a reduced support grant of £684.50 towards the precept for 2014/2015 meaning that there will be an increase of circa £1.15 on the Band D Equivalent levy per household for the coming financial year.</p> <p>b the £5250 licence payment has been made by Network Rail. This has been deposited in the savings account pending instructions from the PC. The PC's associated legal and knotweed inspection fees have been paid direct by Network Rail.</p> <p>c the work to the railings on the Mount has been completed.</p> <p>d responsibility for repairing wind damaged fencing bordering land maintained by the PC at Chestnut Green is being investigated following a report of same from a resident.</p>	Clerk
8	Resolutions	
	<p>a to make payments in accordance with payments schedule Proposed by Cllr BH, seconded by Cllr MJ. Agreed</p> <p>b to agree that the grass cutting for the Community Centre should be considered as a grant.</p>	

Item		Action
	<p>And make provision for £275 in the grants budget. Proposed by Cllr BH, seconded by Cllr SW. Agreed</p> <p>c to agree the deposit of the following into the savings account:-</p> <ul style="list-style-type: none"> i) money received for the rental of the quarry land. Proposed by Cllr BH, seconded by Cllr SW. Agreed ii) the lighting monies not invoiced (£2.1k). Proposed by Cllr BH, seconded by Cllr NS. Agreed iii) The 1st half lighting budget from 2014/2015 precept (when received). Proposed by Cllr BH, seconded by Cllr MJ. Agreed <p>d to hold a meeting with residents of Abbeystone Way to discuss their concerns over the PC quarry land. Motion withdrawn agreed. Clerk to notify residents of option for attending PC pre-meeting surgeries.</p> <p>e to carry out appropriate legal searches up to a value of £200 with a view to establishing the ownership of the land that the PC maintains (other than that already established). Proposed by Cllr BH seconded by Cllr SW. Agreed</p> <p>f to agree the format and content of the first Newsletter (A4 as circulated), the cost of printing, (up to £120), the required number of copies (450) and the means of its distribution (by hand). Proposed by Cllr SW, seconded by Cllr NS. Agreed</p> <p>g to agree the format and content of the 'Council Surgery' notice (A5 as circulated but with reverse side advertising Annual Parish Meeting), the cost of printing, (up to £100), the required number of copies (450) and the means of its distribution (along with the newsletter). Proposed by Cllr BH, seconded by Cllr NS. Agreed. Cllr BH to prepare reverse side content – for Annual Parish Meeting notice.</p> <p>h to commit to providing a grant of £140 towards the cost associated with the reintroduction of a Sunday bus service running from Selby to Leeds and back 5 times in the day subject to agreement with the bus operator. Proposed by Cllr BH, seconded by Cllr MJ. Agreed</p> <p>i to delegate responsibility for the selection and appointment of the internal auditor for 2013/2014 to the Clerk and Cllr Holmes. Proposed by Cllr BH, seconded by Cllr MJ. Agreed</p> <p>j following the Clerks annual employment review to agree the Clerks pay scale from 1st April 2013 and incremental increase (confidential paper as circulated). Proposed by Cllr NS, seconded by Cllr SW. Agreed</p> <p>k To accept the offer received for the quarry land (confidential paper (letter) as circulated). Amended motion proposed by Cllr BH to agree to expenditure up to £300 for further expenditure associated with any sale of the land. Seconded by Cllr SW. Agreed</p>	
9	Discussion Items	
	<p>a the date of this year's AGM. Preference was expressed for both the AGM and the May ordinary meeting to be held on May 7 to facilitate attendance by the Clerk. Motion at April meeting clerk to check venue.</p>	

Item		Action
	<p>b action pertinent to the Annual Parish Meeting scheduled for 22 April 2014. Suggestions include to advertise via Neighbourhood Watch, with Newsletter distribution as agreed and on Notice Board. Grants recipients to also be invited to make presentations.</p> <p>c nuisance arising from train spotters using Lumby Lane railway bridge. To be subject to a motion at the next meeting</p> <p>d a procedure for producing, approving, printing and distributing future copies of the quarterly Newsletter. Deferred to next meeting</p>	
10	Updates	
	<p>a Burial Board. Nothing further</p> <p>b Community Association. Nothing further, next meeting 12 March</p> <p>c A63 Traffic Calming. NYCC Area 7 verbally informed of PC's requirement that NYCC proceed with remainder of agreed proposals (Clerk requested to confirm in writing)</p> <p>d Aero club noise and disturbance. Nothing further</p> <p>e A63/ Quarry land. Nothing further</p> <p>f Street Lighting Working Party. Update deferred to next meeting</p> <p>g Planting Working Party. Update deferred to next meeting</p> <p>h MFPC/HPC liaison group. HPC informed regarding intention to put CA grass cutting on a grant basis.</p> <p>i Repairs to rails on the Mount and the steps. Completed</p> <p>j Parking issues around school. Nothing further</p> <p>k Long Heads Lane. SDC representative has visited site to assess situation. Clerk to make contact to obtain update</p> <p>l Gascoigne Wood tyre fire. Now agreed with Cllr Packham that list of PC's issues will be provided for consideration at meeting on 25th March with relevant bodies and District Councillors. District councillors requested to provide feed back to PC meeting.</p> <p>m Status of Lumby Lane when re-opened. NYCC have confirmed that the road will be subject to a 7.5t weight limit with Access Only, from the A63 to the A162 By-pass. Buses will be exempt from the restriction</p>	Clerk
11	Correspondence	
	<p>a ab agri: letter re intended planning application for The Maltings. Individual Councillors will be attending applicants exhibition in South Milford on 19 March with findings subject to discussion at next PC meeting</p>	
	<p>b There were no other aspects arising from previously circulated schedule of post received and issued since the last meeting.</p>	
12	Items For Next Meeting	All
	<p>a Items to be with Clerk before 1st April for next meeting on 8th April</p>	

The meeting closed at 9.59pm