

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19 August 2020 held remotely in Microsoft Teams

Present: Cllrs Bill Holmes (BH), Robert Blowman (RB), Susan Scott (SS),
Susan Woodhall (SW), Suzanne Young (SY)

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

Item		Action										
1	Apologies for absence: Received from Cllr Shaw											
2	Declarations of interest: None declared											
3	<p>a To confirm the minutes of the meeting held on 15 July 2020. Agreed by all present at that meeting.</p> <p>b To confirm the Minutes of the Village Decoration Committee Meeting held on 5 August 2020. Agreed by all present at that meeting.</p>											
4	Residents Issues											
	<p>a) Reports of anti social behaviour on Chestnut Green have been received. Noted</p> <p>b) Two suggestions to improve some aspects of the village street scene have been made by a resident (email 6.08.20 issued under separate cover refers). Noted</p> <p>c) A request has been received from the Pre School to display a banner on the railings in front of the Church. Noted</p>											
5	Planning	Chair										
	<p>1 To agree consultation responses to the following planning proposals:</p> <p>a Erection of two storey extension, The Old Granary, 4 Croft Court, Monk Fryston. Agreed no comments or observations but to reserve an option to review in the light of the challenge to the ownership of the land included in the application site and which the extension immediately overlooks</p> <p>2 Decision notices received</p> <p>a Erection of single storey rear extension, 12A Deer Park Court, Monk Fryston, Leeds – granted. Noted</p> <p>b Erection of a single storey room to rear of property, 11 The Meadows, Monk Fryston – granted. Noted</p>											
6	Finances	Clerk										
	<p>a Authorised payments since last meeting:</p> <p>1. Clerks SO salary payment (£290)</p> <p>b Current Account</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account as Statement to 31 July 2020</td> <td style="text-align: right; width: 20%;">£11276.67</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£14747.67</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£3471.00</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£2588.00</td> </tr> </table> <p>c Savings Accounts</p>	Current Account as Statement to 31 July 2020	£11276.67	Previous Balance	£14747.67	Cash received	£00.00	Cheques issued and cleared	£3471.00	Cheques not cleared	£2588.00	
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	<p>Yorkshire Bank £43113.00</p> <p>Skipton BS £72109.91</p> <p>Nationwide BS £70322.32</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £6418.00</p> <p>Creditors (+) 1124.42</p> <p>Total Commitments (-) / Income (+) (-) £5293.58</p> <p>e Cash Book</p> <p>Cash Book Balance at 12 August 2020 £8688.67</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 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (e above)</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. Confirmed</p>	
7	Clerks Update	
	<p>a A recent court case has highlighted the need for risk assessments to be in place for council assets. The implications of the court case, Cavanagh v Witley Parish Council, are discussed in the paper issued under separate cover. The case in point involves trees and to this particular end motion 8e has specifically been included on the agenda. It is the Clerk's view that the PC should consider employing a competent person to review and assess the risks associated with all of it's other assets. Noted</p> <p>b The barrier planters in front of the church have been removed following safety concerns. The planters are to be relocated elsewhere. Noted</p> <p>c Reports of anti-social behaviour at Chestnut Green have been made to NYCC Police and the PC has been requested to consider a series of actions to assist in alleviating the problems being encountered. (it's email 11.08.20 issued under separate cover refers). Motions below have been included 8e, g, h and j have been included accordingly. Noted</p> <p>d Clerk to clerk discussions about the changes needed to the practices of the Burial Committee's accounting arrangements are ongoing between the three respective clerks. Noted</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule (issued under separate cover). Proposed by Cllr BH. Seconded by Cllr SS. Agreed</p> <p>b To agree a response to the consultation from SDC concerning the proposal by BT to remove the red telephone box adjacent to The Crown. SDC email 10.07.20 issued under separate cover refers. The Time Team have made representations (email 06.08.20 refers). Proposed by several Councillors that the response should be to keep the telephone box. Agreed</p> <p>c To electrically disconnect the mains supply to the cabinet at Chestnut Green at an estimated cost of £565 + VAT (NYCC email 22.06.20 refers) and when disconnected request Npower to remove the redundant equipment. Proposed by Cllr BH. Seconded by Cllr SY. Agreed</p> <p>d To determine any action pertinent to SDC's Conservation Area Appraisal. SDC's email 10.07.20 issued under separate cover refers Proposed by Cllr that the response should</p>	

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	<p>be that the PC wanted to see the Conservation Area in Monk Fryston maintained and enhanced to prevent any future over development. Seconded by Cllr SS. Agreed</p> <p>e 1) To agree the appointment of a consultant to assess the condition and to make recommendations for on-going inspection and maintenance of the trees and vegetation at Chestnut Green and to recommend action pertinent to the cutting back of the shrubs and vegetation requested by NYCC Police. 2) To authorise the Clerk to appoint a consultant subject to an expenditure limit of £1000. Proposed by Cllr BH. Seconded by Cllr SW. Agreed</p> <p>f To approach Openreach to obtain details of the extent of availability of high speed broadband to properties in the village. Proposed by Cllr BH. Seconded by Cllr SY. Agreed</p> <p>g To purchase and install a second litter bin at Chestnut Green to be positioned close to the gate at the South end. Proposed by Cllr BH to expend up to £250 net and to delegate responsibility for purchase to the Clerk . Seconded by Cllr SS. Agreed</p> <p>h To purchase and install at Chestnut Green two litter related notices as recommended by NYCC Police. Proposed by Cllr BH to expend up to £200 net and to delegate responsibility for purchase to the Clerk. Seconded by Cllr SS. Agreed</p> <p>i To engage consultants to carry out an updated traffic count survey in order to be able to make comparisons with the 2017 data. Proposed by Cllr SY to expend up to £500 net and to delegate responsibility for implementation to the Clerk . Seconded by Cllr BH. Agreed as a S137 purchase</p> <p>j To carry out a leaflet drop to residents around Chestnut Green explaining the applicability of the DPPO legislation in force in the village. Proposed by Cllr BH. Seconded by Cllr RB. Agreed</p> <p>k To identify any items requiring repair and / or maintenance. Nothing further</p>	
9	Discussion Items	
	<p>a Residents issues received under item 4</p> <p>4a Minutes 8e, g, h and j have been agreed. Further suggestions include removal of the table at the South end, locking of the gates, sending of letters to residents and involving Neighbourhood Watch</p> <p>4b) Minute 8e has been agreed</p> <p>4c) A suggestion should be made to Pre School to apply for permission to display a banner at the Triangle</p> <p>b Putting a bid in for AJ1 funding for a school crossing patrol officer. The Safer Roads Partnership was intending to submit an application for two years funding for the patrol</p>	
10	Updates	
	<p>a Burial Committee. Nothing further</p> <p>b Safer Roads Partnership. Two Community Speedwatch exercises have been carried out and discussions have been held with a company about deployment of average speed cameras. Efforts on other fronts to address traffic issues are ongoing.</p> <p>c Village Decoration. The planters have been refurbished and Winter planting has been arranged for commencement in October</p> <p>d Lumby Lane cycle / footway initiative. Nothing further</p> <p>e Footpath adjacent to Community Centre. NYCC is persisting with the view that it has no responsibility for the footpath. Next steps are being considered</p> <p>f Projects Working Party. Nothing further</p> <p>g Registered Footpaths. The three paths of concern remain under review</p> <p>h Mount possessory title. Confirmation is awaited from the solicitor that the application has</p>	<p>Cllr SS</p> <p>Cllr RB</p> <p>Cllr SS</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr SW</p> <p>Clerk</p>

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	<p>been lodged</p> <p>i The Crown community asset application. No grounds for furthering the application have been established</p> <p>j AJ1 funding application. An application has been made for funding for two signs. It includes £1000 match funding from the PC which is equivalent to the current rental charge</p>	<p>Cllr BH</p> <p>Cllr BH</p>
11	Correspondence	
	a Schedule of post received and issued since the last meeting. No aspects raised	
12	Items For Next Meeting	
	a Items to be with Clerk before 8th September for next meeting on 16th September. Noted	All

The meeting closed at 9.14pm