

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 18th April 2018 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Nigel Spofforth (NS), Susan Scott (SS),

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.40pm

Item	Action	
1	Apologies for absence: Received from Cllrs Johnson, Croft, Woodhall and Aldred.	
2	Declarations of interest: None declared	
3	To confirm the minutes of the meeting held on 21 st March 2018. Agreed. Chairman to sign.	Cllr BH
4	Planning	Chair
	1) Decision notices received	
	a Partial demolition of existing bungalow and erection of 4 No 3 bedroom semi-detached and 1 No 4 bedroom detached houses at The Bungalow, 31 Lumby Hill, Monk Fryston – Refused. Noted	
	b Proposed loft conversion to form 2 additional bedrooms at Siddle Farm, Selby Road, Monk Fryston – Granted. Noted	
	Erection of a ground floor extension to the side of Glenside Cottage, 2 Lumby Lane, Monk Fryston – Granted. Noted	
5	Finances	Clerk
	a Authorised payments since last meeting:	
	1 Clerks SO salary payment	
	2 HMRC paye payment £173.80 (cheque 1066)	
	b Current Account	
	Current Account as Statement to 29 March 2018	£4579.58
	Previous Balance	£5389.58
	Cash received	£00.00
	Cheques issued and cleared	£810.00
	Cheques not cleared	£554.24
	Cash available when all cheques cleared	£4025.34
	c Yorkshire Bank Savings Account	
	Savings Account balance after January 2018 interest	£113,107.17
	d Skipton BS Account	
	Account balance	£70,000.00
	e Future Commitments / Income	
	Liabilities as set out in Balance Sheet schedule	(-) £9480.28
	Creditors	(+) £3682.71
	Total Commitments (-) / Income (+)	(-) £5797.57

f **Cash Book**

Cash Book Balance at 10 April 2018 £4,025.34

g **Current Account / Cash Book Reconciliation**

The 'Cash available when all cheques cleared' (b above) reconciles with the 'Cash Book balance when all cheques cleared' (f above). [Noted](#)

h **Expenditure / Budget comparison**

The end of year Receipts and Payments and Debtors and Creditors statements (issued under separate cover) set out the PC's financial position at the financial year end. The Receipts and Payment Account shows receipts of £27,515.12 and payments of £33,240.45 (against a forecast of £25,450). The Debtors and Creditors Account shows credits of £191,369.46 and liabilities of £9480.20. [Noted](#)

i **Audit Control**

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](#)

6 Clerks Update

- a The end of year internal audit submission has been completed and is awaiting collection by the internal auditor. [Noted](#)
- b The vat refund application has been made. [Noted](#)
- c All the purchases have been made for the grant to the Pre-school and they have been handed to them. [Noted](#)
- d Npower have confirmed that the 2 year fixed price contract entered into in 2017 is to remain effective contrary to the recently received letter stating that it was ending in 60 day's time. [Noted](#)
- e An alternative quotation has been received for the PC's insurance. The renewal quotation is not yet to hand. [Noted](#)

7 Resolutions

- a To make payments in accordance with the payments schedule issued under separate cover but amended to include payments against the subsequent expenditure on the Pre School grant purchases. [Proposed by Cllr NS. Seconded by Cllr BH. Agreed](#)
- b To appoint chairmen to the Christmas lights, Planting and Footpaths working parties. [Deferred to subsequent meeting](#)
- c To authorise the Clerk to attend the YLCA GDPR seminar on 10 May at a cost of to the PC of £45 plus travelling expenses and to report back to the May meeting. [Proposed by Cllr BH. Seconded by Cllr SS. Agreed](#)
- d To agree the content of the brief to be given apropos the valuation of the PC's plot and to appoint a Valuer to carry out a valuation subject to agreement of same with the owner of 126 Main Street. (draft of brief issued under separate cover). [Proposed by Cllr BH that the brief \(The Knotweed Company email and attachment\) is sent to both the Valuer and the prospective purchaser and that the Valuer is appointed to act once the prospective purchasers payment to cover the cost is to hand. Seconded by Cllr NS.](#)

Agreed

- e To agree the response to NYCC's survey re Vehicle Activated Signs (issued under separate cover). **Proposed by Cllr BH. Seconded by Cllr SS. Agreed**
 - f To consider the application for a grant received from Hillam and Monk Fryston Cricket Club and to determine an appropriate award (application issued under separate cover). **Proposed by Cllr BH that an award of £322 is made. Seconded by Cllr NS. Agreed**
 - g To identify any items requiring repair and / or maintenance and to agree action. **Items identified 1) the planter in front of the Thatched Cottage adjacent to the site of the proposed new planter 2) the potholes on Old Vicarage Lane 3) the overgrowing hedge restricting the footpath on Old Vicarage Lane 4) the missing services access plate on Old Vicarage Lane. Proposed by Cllr BH that the owner of 1) is approached to request its removal and that items 2), 3) and 4) are referred to NYCC for attention. Seconded by Cllr NS. Agreed,**
 - h To accept the quotation of £290 from Steven Booth for repairing the fence around the Christmas tree at Chestnut Green (issued under separate cover). **Proposed by Cllr BH. Seconded by Cllr MJ. Agreed on the basis that the sub surface parts of the fence posts are wrapped in visqueen.**
- 8 Discussion Items
- a Changes to the village sign at Mill Close being considered by Hillam PC. **Deferred pending clarification of the intent**
 - b Inspection of land holdings for insurance purposes. **To be reviewed once the new insurance provider is in place**
- 9 Updates
- a Burial Committee. **Nothing further**
 - b Community Association. **The latest accounts indicate that the CA is now financially self-sufficient. Arrangements for both the Beer Festival and Bonfire are in progress.**
 - c A63 Traffic Calming. **Nothing further**
 - d Planting. **Awaiting a response from NYCC to the request for approval for the additional planters. Recovery and repositioning of the salvaged planters has still to be actioned**
 - e MFPC/HPC liaison group. **Nothing further**
 - f New bank accounts. **Nothing further**
 - g Lumby Lane cycle / footway initiative. **Nothing further**
 - h Footpath adjacent to Community Centre. **A response to the PC's proposal is awaited**
 - i NYCC meeting re Battersby's roundabout alterations. **Nothing further from the County Councillor despite direct a direct email request from the Chairman.**
 - j Footpath working party. **Nothing further**
 - k Christmas lights working party. **Nothing further**
- 10 Correspondence

Item

Action

- a Schedule of post received and issued since the last meeting. [No aspects raised](#)
- 11 Items For Next Meeting
 - a Items to be with Clerk before 8th May for next meeting on 16 May. This will be preceded by the Annual meeting. [Noted](#) All

The meeting closed at 8.50pm