

Monk Fryston Parish Council

NOTICE OF MEETING

I hereby give notice that a meeting of the Parish Council of the above named Parish will be held at the Church Hall, Church Lane on Wednesday 21 December 2016 at 7.30pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. Dated this 14th December 2016

AGENDA

Item		Lead
1	To receive apologies for absence	
2	To receive declarations of interest	
3	Confirmation of Minutes	
	a To confirm the Minutes of the Meeting held on 16th November 2016	
4	Planning	Chair
	<p>1) To agree consultation responses to the following planning proposals:</p> <p>a Discharge of Conditions 02 ,03, 04, 06, 07, 10, 12, 14, 17, and 18 of approval 2015/0461/FUL for the development of 9 no houses, Abbeystone Way, Monk Fryston</p> <p>b Proposed erection of polytunnel and siting of a timber building to use as a classroom and storage facility and retention of willow drying building on land to the north, Main Street, Monk Fryston</p> <p>c Section 73 application to vary condition 03 (plans) of approval 2015/1119/HPA Proposed erection of a two storey house side extension, Woodville, Austfield Lane, Hillam</p> <p>d Proposed single storey rear and two storey side extension, 2 Church Lane, Monk Fryston</p> <p>2) Decision Notices received</p> <p>a) Amended elevations Orchard Haven, 122 Main Street - approved</p> <p>b) Proposal to erect 4 dwellings at Wayside Cottage, Main Street - refused</p> <p>3) SDC has informed the PC that the owner of 55 Main Street is intending to appeal against its recent application refusal.</p>	
5	Finances	Clerk
	<p>a Authorised payments since last meeting:</p> <p>1 Clerks SO salary payment</p> <p>b Current Account</p> <p>Current Account as Statement to 1 December 2016 £181415.38</p>	

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Item		Lead
	<p>Previous Balance £181680.45</p> <p>Cash received £00.00</p> <p>Cheques issued and cleared £265.07</p> <p>Cheques not cleared £390</p> <p>Cash available when all cheques cleared £181025.38</p> <p>c Savings Account</p> <p>Savings Account balance after July 2016 interest £14778.18</p> <p>d Future Commitments / Income</p> <p>Liabilities as set out in Balance Sheet schedule (-) £5516.99</p> <p>Creditors (+) £2471.37</p> <p>Total Commitments (-) / Income (+) (-) £3045.62</p> <p>e Cash Book</p> <p>Cash Book Balance at 13 December 2016 £181025.38</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 comparative expenditure through to the end of November was £15,793.18 against a forecast of £16,718.00.</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.</p>	
6	Clerks Update	Clerk
	<p>a There has been no request to the Returning Officer for an election following the resignation of Cllr Woodhall so the PC has now to co-opt a new member as soon as practicably possible.</p> <p>b The insurance provider has informed the PC that the previously stipulated requirement to inspect the 'Triangle' land on a weekly basis should it re-new its licence also applies to all other land owned by the PC.</p> <p>c SDC has informed the PC that one of its contractors damaged the bench at the top of Mill Close and they will reimburse the PC for the cost incurred in replacing it.</p> <p>d HMRC have confirmed that the PC is exempt from payment of Capital Gains Tax on the proceeds from the sale of the quarry land.</p> <p>e The PC can reclaim the VAT on the expenditure incurred in the sale of the quarry land as the freehold sale of land is classed as a non-business activity.</p> <p>f The PC has been informed by UK2 that the provision of email services will be charged at approximately £8 a year from the next renewal</p> <p>g SDC has informed the PC that one of its contractors damaged the bench at the</p>	

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Item		Lead
	<p>top of Mill Close and they will reimburse the PC for the replacement cost.</p> <p>h HMRC have informed the PC that it is asking all customers to make PAYE payments electronically in future.</p> <p>i An invoice has been issued to NYCC for reimbursement of costs arising from the PC's cutting of the junction visibility splays</p> <p>j The amount of litter alongside the A63 between the A162 and the A1(M) has been highlighted by a resident.</p>	
7	Motions (<i>in bold italic</i>)	Various
	<p>a <i>to make payments in accordance with payments schedule</i> (issued under separate cover)</p> <p>b <i>to agree the precept for 2017/2018 at £19,450 an increase of 97p (2.28%) per household.</i></p> <p>c <i>to agree the requirement for and location of any fly tipping notices to be provided free of charge by the CEF.</i></p> <p>d <i>to determine what action should be taken in response to a residents expressed concerns about safety issues arising from potential road improvements adjacent to Battersby's roundabout.</i> (email issued under separate cover)</p> <p>e <i>In connection with the information kiosks to be provided by the Time Team:-</i> <i>1) To agree locations.</i> <i>2) To delegate to the Clerk the responsibility for arranging licences accordingly.</i> <i>3) To obtain confirmation from SDC planning that the kiosks can be erected under Parish Council permitted development rights.</i></p>	<p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr BH</p>
8	Discussion Items	
	<p>a The District Councillor's request to renew efforts to secure a safe crossing for the A63 in the centre of the village.</p> <p>b 'Triangle' licence agreement.</p>	<p>Cllr BH</p> <p>Cllr BH</p>
9	Updates	Various
	<p>a Burial Committee</p> <p>b Community Association.</p> <p>c A63 Traffic Calming.</p> <p>f Planting</p> <p>g MFPC/HPC liaison group.</p> <p>h A63 school crossing patrol.</p> <p>i Oak Tree Farm</p> <p>j Bus shelters</p> <p>k New bank accounts</p> <p>l Heritage boards working party (minutes issued under separate cover)</p> <p>m Streetlight replacement</p> <p>n Lumby Lane parking restrictions</p>	<p>Cllr MJ</p> <p>Cllr NS</p> <p>Cllr BH</p> <p>Cllr BH</p> <p>Cllr SS</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr RC</p> <p>Cllr BH</p> <p>Cllr BH</p>

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Item		Lead
10	Correspondence	
	<p style="text-align: center;">POST IN</p> <ul style="list-style-type: none"> a HMRC letter re Capital Gains Tax b NYCC Selby Area Committee Agenda c SG Parkin Landscapes invoices x2 d HMRC letter re payment of PAYE e SDC Planning Consultation re Abbeystone Way, MF f SDC Planning Consultation re land North of Main Street MF g Yorkshire Bank Statement h SDC Planning Consultation re Woodville, Austfield Lane. i SDC Planning Consultation re 2 Church Lane, MF j HMRC re VAT recovery <p style="text-align: center;">POST OUT</p> <ul style="list-style-type: none"> a S Booth payment 	
11	Items For Next Meeting	All
	a Items to be with Clerk before 10th January for next meeting on 18th January	

SCHEDULE OF PAYMENTS		Meeting 21 December 2016			
Payee	Invoice No	Amount	Vat	Item	Cheque
S G Parkin Landscapes	1668	125.00	n/a	grass cutting etc	1009
S G Parkin Landscapes	1669	150.00	n/a	grass cutting etc	1009
P Scott	n/a	75.53	n/a	salary payment (2015.16 balancing payment)	1010
SLCC	n/a	88.00	n/a	Clerks SLCC membership fee	1011
Total		£438.53			

MONK FRYSTON PARISH COUNCIL INFORMATION KIOSK WORKING PARTY

Kick Off Meeting 28th November 2016

Attendees

Bill Holmes (BH) Monk Fryston Parish Council
Nigel Spofforth (NS) Monk Fryston Parish Council
Ray Newton (RN) Monk Fryston Time Team
Trevor Owen (TO) Monk Fryston time Team
BH agreed to Chair the meetings

1) Confirm group Membership

The Working Party will consist of the following members: -

- Bill Holmes Monk Fryston Parish council
- Nigel Spofforth Monk Fryston Parish Council
- Ray Newton Monk Fryston Time Team
- Trevor Owen Monk Fryston Time Team (to January 2017)

2) Terms of Reference

The terms of reference as proposed by BH were reviewed and agreed as attached to the back of these minutes.

3) Location of Information Kiosks

The Location of the information Kiosks has not been finalised by the time team. This is planned for completion by the middle of January in time for approval at the January Parish Council meeting.

Action RN

4) Design of Information Kiosks

The Design of the information Kiosks has not been finalised by the time team. This is planned for completion by the middle of January in time for approval at the January Parish Council meeting.

Action RN

5) Outside Parties involved

The outside parties involved in this project are:-

- i) Contractor for manufacture of information kiosks
- ii) Contractor for installation of kiosks
- iii) North Yorkshire Highways for licensing of kiosks on their property.
- iv) Owners of private property where kiosks may be placed for licensing to the Parish Council.
- v) Selby Planning Department

6) Licensing and access issues

The time team (RN) are currently negotiating with North Yorkshire Highways and other land owners regarding licensing and access to place the information kiosks. Licensing to be between the land owner and the Parish Council.

Action RN

RN has circulated a template license agreement from North Yorkshire Highways. This will be filled in by RN and sent off from the Parish Council.

Action RN

The template will be used for other the owners of Private Property where Information Kiosks are to be placed.

7) Finance

The supply and installation of the Information Kiosks will be funded by the Time team from a grant already received.

Clarification required from the Parish Council to see about the possibility of reclaiming the VAT Portion of the expenditure

Action BH

8) Time Scale

BH had prepared the plan (attached) and there were no issues raised.

Next meeting 13/12/16 7:30pm Crown Inn to raise any items that need approval at the Parish Council meeting on the 21/12/16.

MONK FRYSTON PARISH COUNCIL INFORMATION KIOSK WORKING PARTY

Terms of Reference

OVERVIEW

Monk Fryston Parish Council has established a working party for the installation of information kiosks. The information kiosks are for the use of Monk Fryston Time team to enable delivery of the 'Finding Fryston' project which has been funded by the National Heritage Council.

Objective

- Install information kiosks showing historic information for Monk Fryston residents and visitors

Membership

The Working Party will consist of the following members: -

- Bill Holmes Monk Fryston Parish council
- Nigel Spofforth Monk Fryston Parish Council
- Ray Newton Monk Fryston Time Team
- Trevor Owen Monk Fryston Time Team (to January 2017)

Any Member can be substituted from a person from the same organization if he is unable to attend.

TERMS OF REFERENCE

Hold regular meetings for progress and update to the Parish Council

Meetings to be held 8 days before Parish Council Meetings

Submit proposals to Parish Council for Consideration at Meeting.

Undertake all necessary research to allow Parish Council to Make Informed Decision on the following: -

- Location of Information Kiosks
- Design of Information Kiosks
- Recommendations for Installation Contractor
- Prepare license agreements for sign on by Parish Council.
- Recommendations for handover of information kiosks from Time Team to Parish Council
- Recommendations for Populating and update of the information kiosks pre and post hand over

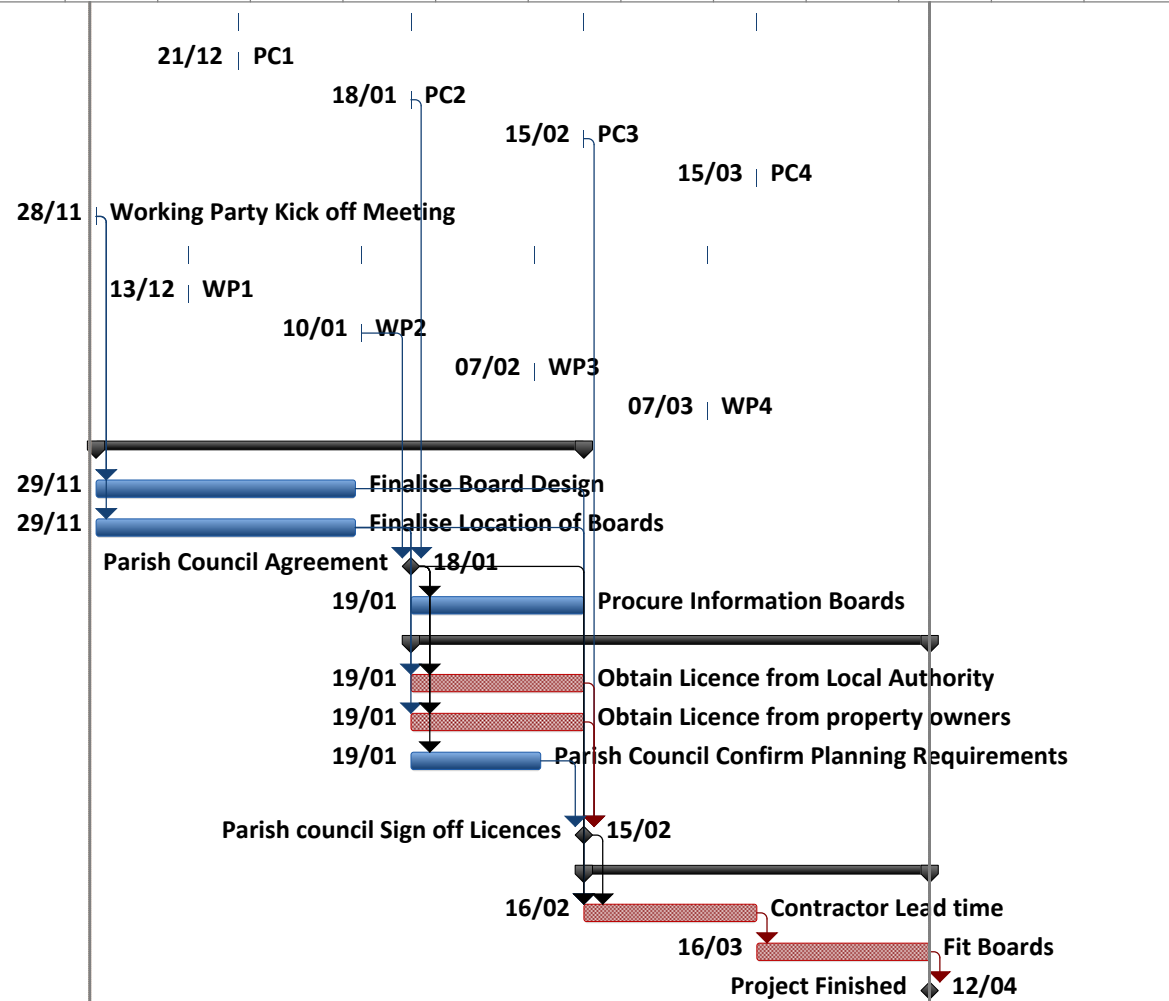
Any decisions required to be made by the Full Parish Council Meeting and appropriate notice given to allow for inclusion in the meeting agenda.

EXCLUSIONS

- Funding of the Information Kiosks will be made by the Time Team
- Procurement of the Kiosks will be made by the Monk Fryston Time Team
- Funding of the installation of the Kiosks will be made by Monk Fryston Time Team
- No funding prior to hand over will be made by the Parish Council

information boards Plan

ID	Task Mode	Task Name	Duration	14 Nov '16		19 Dec '16		23 Jan '17		27 Feb '17		03 Apr '17		08 May
				W	T	F	S	S	M	T	W	T	F	S
1		Parish Council Meetings	252.38 days											
2		PC1	3 hrs											
3		PC2	0.38 days											
4		PC3	0.38 days											
5		PC4	0.38 days											
6		Working Party Kick off Meeting	3 hrs											
7		Working Party Meetings	252.38 days											
8		WP1	3 hrs											
9		WP2	0.38 days											
10		WP3	0.38 days											
11		WP4	0.38 days											
12		Board Design and Procurement	57 days											
13		Finalise Board Design	6 wks											
14		Finalise Location of Boards	6 wks											
15		Parish Council Agreement	0 days											
16		Procure Information Boards	4 wks											
17		Licencing and Planning	60 days											
18		Obtain Licence from Local Authority	4 wks											
19		Obtain Licence from property owners	4 wks											
20		Parish Council Confirm Planning Requirements	3 wks											
21		Parish council Sign off Licences	0 days											
22		Board Installation	40 days											
23		Contractor Lead time	4 wks											
24		Fit Boards	4 wks											
25		Project Finished	0 days											



Bill Holmes

Subject: FW: Increased traffic flow at Battersbys Roundabout

-----Original Message-----

From:
Sent: 05 November 2016 16:16
To: clerk@monkfrystonparishcouncil.net
Subject: Increased traffic flow at Battersbys Roundabout

Dear Philip

I note from the MF Parish Council meeting of 21 September that you intend to register a request to consider the impact of additional traffic at Battersbys roundabout.

We would like to know if we can possibly be involved in expressing our concerns about this.

As we have lived in the first house at the roundabout for more than thirty years, where traffic is coming from the A1M and turns left to go to the Sherburn industrial estate, we are very concerned about plans to put another lane of traffic in front of our home.

We have contacted Mr Coyne at Highways regarding our concerns but these seem to have been disregarded and we have simply been told that a traffic survey was carried out in 2013 which resulted in the proposed plans. We already find it difficult to access our property by car and feel that a further lane of traffic may well increase the flow as intended but will make it even more dangerous for us to get in and out of our driveway. It is an accident waiting to happen as far as we are concerned.

The traffic having just left the A1M is still travelling at speed and we have seen lorries mount the kerb when turning left to go to Sherburn Industrial estate. At one time the post box next to JP Plant-hire was actually knocked over. When exiting our drive we have to wait for someone to be kind enough to stop and allow us out and hope that the traffic turning left to pass our house is not travelling too fast. If we have two lanes approaching the roundabout from Sherburn I think it will be unlikely that they will both stop to let us out. If one lane did stop then we we have to concentrate on whether the other lane would stop whilst also trying to watch the speeding traffic from our right.

I would be pleased if you could help us with this and if we can in any way be involved in your considerations.
Many thanks

Sent from my iPad