

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 16th November 2016 at the Church Hall, Church Lane

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

Mr John Mackman (District Councillor).

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

The District Councillor left the meeting at 7.51pm.

Item		Action
1	Apologies for absence: Reasons for absence were accepted for Cllrs Mountain and Johnson	
2	Declarations of interest: None declared	
3	To confirm the minutes of the meeting held on 19th October 2016. Agreed by all present	Cllr BH
4	To receive District Councillor's update	
	<p>Tadcaster is to be the host town for the TDY although the precise route has yet to be published. Work has commenced on the outside skate park at Summit. A new 'Move it Lose it' project has started in Selby combining exercise at local leisure centres with Slimming World classes, offering participants a mix of physical activity and nutrition advice with incentives for school user participation. A mental health conference has been held in Selby with the aim of raising awareness of mental health. Plan Selby continues as 'work in progress'. The approved Draft Parking Strategy remains out to consultation.</p> <p>On a Parish level Cllr Mackman would like the PC to renew their licence for the 'Triangle' and to consider revisiting /renewing efforts to secure a pedestrian crossing in the village.</p>	
5	To receive a presentation from the Time Team regarding village heritage boards. Presented by Ray Newton and Trevor Owen on behalf of the Team	
	<p>The Time Team has developed its 2 year local history project funded by the Heritage Lottery Fund. It is now looking to provide a legacy element to make available information discovered about Monk Fryston by erecting 4 interpretation boards in the village, each with a different emphasis but a common theme. Additionally it is hoped to display discovered artefacts at Monk Fryston Hall and a historical display for the church. Consultations have been held with the Planning Authority and NYCC and further consultations will need to be undertaken both with them and the Heritage Fund. The Time Team would like to enjoin the Parish Council in helping with the deliverance of this initiative for the benefit of residents and visitors to the village.</p>	
6	Planning	Chair
	<p>1 To agree consultation responses to the following planning proposals:</p> <p>a Proposed conversion of outbuilding to sun room, covered area and bar, Stonehurst, Selby Road, Monk Fryston: Agreed no comments or observations</p> <p>b Partial demolition of existing bungalow and erection of 4 no 3 bedroom semi-detached and 1 no 4 bedroom detached houses, The Bungalow, 31 Lumby Hill, Monk Fryston. Agreed</p>	

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	<p>concerns about the density of the proposal, the adequacy of the arrangement of the proposed vehicular access onto Lumby Hill and concerns about the lack of provision for visitor parking within the development.</p> <p>2 Approval notices have been received for:</p> <p>a Variation of groundworks condition to planning approval for erection of 9 houses at Abbeystone Way, Monk Fryston. Noted</p> <p>b Proposed two storey side extension, single storey rear extension utilising the footprint of the existing garage and amended access to front of property, Arcady, 4 Lumby Lane, Monk Fryston. Noted</p>																							
7	Finances	Clerk																						
	<p>a Authorised payments since last meeting:</p> <p>1. Clerks SO salary payment</p> <p>b Current Account</p> <table data-bbox="293 801 1339 1055"> <tr> <td>Current Account as Statement to 1 November 2016</td> <td style="text-align: right;">£181680.45</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£189381.53</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£1733.60</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£9434.68</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£181680.45</td> </tr> </table> <p>c Savings Account</p> <table data-bbox="293 1111 1339 1144"> <tr> <td>Savings Account balance after allowing for transfer to current account.</td> <td style="text-align: right;">£13044.58</td> </tr> </table> <p>d Future Commitments / Income</p> <table data-bbox="293 1200 1339 1323"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £8307.99</td> </tr> <tr> <td>Creditors as set out in Balance Sheet schedule</td> <td style="text-align: right;">(+)£2471.37</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £5836.62</td> </tr> </table> <p>e Cash Book</p> <table data-bbox="293 1379 1339 1413"> <tr> <td>Cash Book Balance at 9 November 2016</td> <td style="text-align: right;">£181680.45</td> </tr> </table> <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 October was £15,658.11 against a forecast of £15,087.00.</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. Confirmed</p>	Current Account as Statement to 1 November 2016	£181680.45	Previous Balance	£189381.53	Cash received	£1733.60	Cheques issued and cleared	£9434.68	Cheques not cleared	£00.00	Cash available when all cheques cleared	£181680.45	Savings Account balance after allowing for transfer to current account.	£13044.58	Liabilities as set out in Balance Sheet schedule	(-) £8307.99	Creditors as set out in Balance Sheet schedule	(+)£2471.37	Total Commitments (-) / Income (+)	(-) £5836.62	Cash Book Balance at 9 November 2016	£181680.45	
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8	Clerks Update																							
	<p>a There may be a delay in the implementation of the order for the replacement lighting recently agreed due to critical staff absence at NYCC</p>																							

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	<ul style="list-style-type: none"> b Following representation to NYCC Highways the use of the footpath in front of the 'Triangle' as a car sales pitch has been stopped. c A response is awaited from HMRC about the applicability of Capital Gains Tax and VAT reclamation in connection with the proceeds from the quarry land sale. d The damaged bench at Mill Close has been replaced and the damaged grit bin on Ingethorpe Lane has been replaced. The damaged grit bin by the Post Office has been removed e The PC has been informed that the cost of hiring the Church Hall is to be increased from £11 to £12.50. 	
9	Resolutions	
	<ul style="list-style-type: none"> a to make payments in accordance with payments schedule (issued under separate cover). Proposed by Cllr BH. Seconded by Cllr RC. Agreed b To agree the 2017.2018 precept to the Joint Burial Committee. Proposed by Cllr BH that the requested precept of £2.85 for Band D Equivalent properties is accepted. Seconded by Cllr SS. Agreed. c To agree the budget for 2017/2018 (issued under separate cover as Appendix A). Proposed by Cllr BH. Seconded by Cllr NS. d To appoint a Councillor to represent the PC on the Joint Burial Committee. Proposed by Cllr BH that Cllr SS is appointed. Seconded by Cllr SS. Agreed e To form a working party to make recommendations for the installation of any heritage interpretation boards around the village. Proposed by Cllr BH that a working party comprising Cllrs BH and NS is formed. Seconded by Cllr NS. Agreed f To delegate to the Clerk responsibility to spend up to £200 for the replacement of any Christmas tree lights should faulty ones be found on test. Proposed by Cllr BH. Seconded by Cllr SS. Agreed g To consider the application for a grant received from Sherburn in Elmet Community Trust and to determine an appropriate award (application issued under separate cover). Cllr BH proposed that an annual grant of £230 with a three year commitment is made as requested in order to help towards the running cost of the Community Library for the benefit of MF residents who may need to use the facility over this period. Seconded by Cllr RC. Agreed 	
10	Discussion Items	
	<ul style="list-style-type: none"> a Future arrangements for carrying out planting in the village. Quotations are to be obtained for having the planting carried out by third parties b The extent of any need for implementing measures to address cold calling. It was thought that there was currently no need for action in this respect. c The request from the Chairman of SDC to make a contribution to his two nominated charities. Noted 	

Item		Action
	d The Council Newsletter. The need for the Newsletter is to be reviewed in April	
11	Updates	
	a Burial Committee. Nothing further b Community Association. January quiz is the next event c A63 Traffic Calming. Nothing further d Planting. Nothing further e MFPC/HPC liaison group. Nothing further f Oak Tree Farm. Nothing further g Bus Shelter Working Party. Further research to be undertaken regarding providing shelters opposite The Crown and by the Post Office. h New bank accounts. Nothing further	
12	Correspondence	
	a Schedule of post received and issued since the last meeting. No aspects raised	
13	Items For Next Meeting	
	a Items to be with Clerk before 12th December for next meeting on 21st December. Noted	All

The meeting closed at 9.05pm

APPENDIX A

2017.18		2016.17 (PRECEPT = £19,000)	
Item		Item	
Definite Fixed Costs	£8925.00	Definite Fixed Costs	£8,600
Clerks Salary	£3500.00	Clerks Salary	£3,300
Clerk Use of Facilities	£250.00	Clerk Use of Facilities	£250
Clerk National Insurance	£0.00	Clerk National Insurance	£0
Statutory Insurance	£450.00	Statutory Insurance	£450
Burial Committee	£1300.00	Burial Committee	£1,200
Internal and external Audits	£225.00	Internal and external Audits	£200
Grass Cutting	£2600.00	Grass Cutting	£2,600
Electricity for lighting	£600.00	Electricity for lighting	£600
Definite Variable Costs	£1210.00	Definite Variable Costs	£1,230
Lighting repairs	£500.00	Lighting repairs	£500
Office Running Expenses	£250.00	Office Running Expenses	£250
Room Hire	£180.00	Room Hire	£200
Councillor expenses	£180.00	Councillor expenses	£180
Winter Gritsand	£100.00	Winter Gritsand	£100
Optional Costs	£15315.00	Optional Costs	£9,665
Grants	£3350.00	Grants	£1,500
Planting Group Winter plants	£100.00	Planting Group Winter plants	£100
Renewal of street lights *	£4000.00	Renewal of street lights	£4,000
Summer plants 2015	£300.00	Summer plants and planters 2016	£900
Xmas Trees	£240.00	Xmas Trees	£240
Council News Letter	£400.00	Council news Letter	£500
Knotweed treatment	£175.00	Knotweed treatment	£175
2no. Litter bins	£600.00	2no. Litter bins	£600
Training and Prof Memberships	£400.00	Training and Prof Memberships	£400
Bus shelter **	£4500.00	Electrical inspection of streetlights	£250
VAS hire	£1000.00	VAS hire	£1,000
Triangle licence	£250.00		
Total	£25450.00	Total	£19,495
* From Quarry CIL Monies	£4000.00		
** part funded from quarry knot weed Contingency	£2000.00		
Precept	£19450.00		