

# 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 18 October 2017 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 12th October 2017

## **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 20th September 2017  |       |
| 4    | Planning   | Chair |
|      | 1) To agree consultation responses to the following planning proposals:<br>a Proposed single storey side extension, Rose Cottage, 54 Lumby Hill, Monk Fryston.<br>b Proposed demolition of existing garage, erection of single storey side extension, erection of two storey rear extension, driveway widened and street lamp relocated 14 Chestnut Green, Monk Fryston.<br>c Proposed demolition of existing conservatory and construction of new flat roof and orangery with roof lantern, 103 Main Street, Monk Fryston<br>2) Decisions Notices received<br>Proposed erection of an agricultural building, Catnaps, Green Lane, Monk Fryston<br>– Approved. |       |
| 5    | Finances   | Clerk |
|      | a <b>Authorised payments since last meeting:</b><br>1 Clerks SO salary payment<br>b <b>Yorkshire Bank Current Account</b><br>Current Account as Statement to 29 September 2017 £19425.45<br>Previous Balance £14739.70<br>Cash received £9725.00<br>Cheques issued and cleared £5039.25<br>Cheques not cleared £282.90<br>Cash available when all cheques cleared £19142.55<br>c <b>Yorkshire Bank Savings Account</b>   |       |

# Monk Fryston Parish Council

| Item |  | Lead                        |
|------|--|-----------------------------|
|      | <p>Savings Account balance after July 2017 interest and transfer      £113058.12</p> <p>d    <b>Skipton BS Account</b></p> <p>Account balance      £70000.00</p> <p>e    <b>Future Commitments / Income</b></p> <p>Liabilities as set out in Balance Sheet schedule      (-) £9610.25</p> <p>Creditors      (+) £1927.32</p> <p>Total Commitments (-) / Income (+)      (-) £7682.93</p> <p>f    <b>Cash Book</b></p> <p>Cash Book Balance at 9 October 2017      £19142.55</p> <p>g    <b>Current Account / Cash Book Reconciliation</b></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    <b>Expenditure / Budget comparison</b></p> <p>A review of spending over the first six months has been prepared (issued under separate cover)</p> <p>i    <b>Audit Control</b></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    The two bus shelters have been installed and the bin re-positioned</p> <p>b    An updated unmetered supply certificate has been received from Northern Powergrid for the street lighting</p> <p>c    The waste bin for outside the Surgery has now been ordered</p> <p>d    Sanderson Associates have been appointed to prepare the traffic report</p> <p>e    An on-site meeting has been arranged for 15 October with a specialist contractor providing services associated with Christmas lighting for the village</p>  |                             |
| 7    | Motions <i>(in bold italic)</i>  | Various                     |
|      | <p>a    <b><i>To make payments in accordance with payments schedule</i></b> (issued under separate cover)</p> <p>b    <b><i>i) To replace 12 existing planters with 12 self-watering barrel type and agree expenditure of £1000</i></b></p> <p><b><i>ii) To plant out replacement barrels for winter planting scheme including compost, plants and installation £500. Delegate plant selection to Cllr Scott</i></b></p> <p><b><i>iii) To purchase and install 2 precinct fountain planters and compost. 1st planter to be located in Monk Fryston Square the 2nd to be located at the junction of the A63 and Lumby Lane. And agree expenditure of £1565</i></b></p> <p><b><i>iv) To purchase 6 off full barrier planters for the rails between the A63 and St Wilfrids Church and agree expenditure of £750 including compost</i></b></p> <p>Note items iii) and iv) to be purchased for spring planting. Appropriate authority</p>  | <p>Clerk</p> <p>Cllr BH</p> |

# Monk Fryston Parish Council

| Item |   | Lead    |
|------|---|---------|
|      | of highways to be sought prior to purchase of items iii) and iv) and all dimensions to be validated.  |         |
| c    | <b><i>to agree to sponsor for one week the night time use of the external halogen lights on the North and South elevations of St Wilfrid's church at a cost of £35.</i></b>   | Cllr BH |
| d    | <b><i>i) to arrange for the 2 new bus shelters to be cleaned on a quarterly basis<br/>ii) to arrange for the 6 benches to be cleaned on a quarterly basis</i></b><br>Quotation for both issued under separate cover.        | Cllr RC |
| e    | <b><i>As part of the Highway Consultant's brief does Council want to have speed checks carried out at two locations in the village at a cost of circa £500.</i></b>   | Cllr BH |
| 8    | Discussion Items  |         |
| a    | Items for the 2018/2019 budget (draft budget item list issued under separate cover)   | Cllr BH |
| b    | Addressing SDC's Pool of Sites consultation (explanatory email 28 Sept. issued under separate cover)  | Cllr BH |
| c    | The provision of The Countryside and Rights of Way Act 2000 whereby paths that are not recorded on the definitive map by 2026 and that were in use prior to 1949 will automatically be deemed stopped up on 1 January 2026. | Cllr BH |
| 9    | Updates   | Various |
| a    | Burial Committee.   | Cllr SS |
| b    | Community Association.  | Cllr NS |
| c    | A63 Traffic Calming.  | Cllr BH |
| d    | Planting  | Cllr SS |
| e    | MFPC/HPC liaison group.   | Cllr SS |
| f    | Oak Tree Farm   | Clerk   |
| g    | Bus shelters  | Cllr RC |
| h    | New bank accounts   | Cllr BH |
| i    | Repair and maintenance  | All     |
| j    | Lumby Lane cycle / footway initiative   | Cllr MJ |
| k    | Footpath adjacent to Community Centre   | Clerk   |
| l    | Complaint of alleged damage by PC's contractor at property in Deer Park   | Clerk   |
| m    | NYCC meeting re Battersby's roundabout alterations  | Clerk   |
| 10   | Correspondence  |         |
|      | <b>POST IN</b>  |         |
| a    | SDC Chairman request for donation to her Charity Appeal   |         |
| b    | SDC planning consultation re 14 Chestnut Green, Monk Fryston, Selby   |         |
| c    | SDC planning consultation re Rose Cottage, 54 Lumby Hill, Monk Fryston.   |         |
| d    | SDC Remittance advice for Precept payment   |         |
| e    | SDC CIL statement   |         |
| f    | Yorkshire Bank Statement  |         |
| g    | SDC planning consultation re 103 Main Street, Monk Fryston  |         |

## Monk Fryston Parish Council

| Item |  | Lead |
|------|--|------|
|      | h St Wilfrid's Church request for sponsorship for winter floodlighting<br><b>POST OUT</b><br>a Monk Fryston PCC payment<br>b S G Parkin Landscapes payment<br>c NYCC payment |      |
| 11   | Items For Next Meeting   | All  |
|      | a Items to be with Clerk before 7th November for next meeting on 15th November   |      |

| SCHEDULE OF PAYMENTS              |            | Meeting 18 October 2017 |      |                               |        |
|-----------------------------------|------------|-------------------------|------|-------------------------------|--------|
| Payee                             | Invoice No | Amount                  | Vat  | Item                          | Cheque |
| MF, H & BS Joint Burial Committee | 246        | 1249.73                 | n/a  | 2017/18 precept               | 1042   |
| Maypole Manufacturing Ltd         | 1881       | 6015.60                 | incl | Installation of shelters      | 1043   |
| Maypole Manufacturing Ltd         | 1882       | 240.00                  | incl | Repositioning of bin          | 1043   |
| Fox Red Flowers                   | 2017/n16   | 90.00                   | n/a  | Planting Proposals Commission | 1044   |
| Sign Group GB Ltd                 | 1709017    | 175.06                  | incl | Replacement village sign      | 1045   |
| <b>Total</b>                      |            | <b>£7,770.39</b>        |      |                               |        |

**BUDGETED EXPENDITURE 2017/2018****£25,350****PROJECTED EXPENDITURE 2017/2018****£27,058****MONTHS 1 TO 6**

| <b>BUDGETED EXPENDITURE</b>    | <b>£18,260</b> |
|--------------------------------|----------------|
| <b>Definite Fixed Costs</b>    | <b>5,190</b>   |
| Clerks Salary                  | 1740           |
| Clerk Use of Facilities        | 125            |
| Clerk National Insurance       | 0              |
| Statutory Insurance            | 450            |
| Burial Committee               | 650            |
| Internal and external Audits   | 225            |
| Grass Cutting                  | 1400           |
| Electricity for lighting       | 600            |
| <b>Definite Variable Costs</b> | <b>465</b>     |
| Lighting repairs               | 250            |
| Office Running Expenses        | 125            |
| Room Hire                      | 90             |
| Councillor expenses            | 0              |
| Winter gritsand                | 0              |
| <b>Optional Costs</b>          | <b>12605</b>   |
| Plants and planters            | 200            |
| Grants                         | 1680           |
| Renewal of street lights       | 4000           |
| Council News Letter            | 200            |
| Training and Prof Memberships  | 300            |
| Knotweed Treatment             | 175            |
| Triangle Licence               | 250            |
| Bus Shelters                   | 4500           |
| 1no. Litter bin                | 300            |
| VAS hire                       | 1000           |

| <b>ACTUAL EXPENDITURE</b>      | <b>£19,968</b> |
|--------------------------------|----------------|
| <b>Definite Fixed Costs</b>    | <b>5873</b>    |
| Clerks Salary                  | 1725           |
| Clerk Use of Facilities        | 120            |
| Clerk National Insurance       | 0              |
| Statutory Insurance            | 424            |
| Burial Committee               | 624            |
| Internal and external Audits   | 481            |
| Grass Cutting                  | 1965           |
| Electricity for lighting       | 535            |
| <b>Definite Variable Costs</b> | <b>370</b>     |
| Lighting repairs               | 219            |
| Office Running Expenses        | 63             |
| Room Hire                      | 88             |
| Councillor expenses            | 0              |
| Winter gritsand                | 0              |
| <b>Optional Costs</b>          | <b>13725</b>   |
| Plants and planters            | 270            |
| Grants                         | 230            |
| Renewal of street lights       | 3232           |
| Council News Letter            | 0              |
| Training and Prof Memberships  | 298            |
| Knotweed Treatment             | 180            |
| Triangle Licence               | 0              |
| Bus Shelters                   | 5013           |
| 1no. Litter bin                | 181            |
| Vas hire                       | 1000           |
| Reposition of litter bin       | 200            |
| Replacement of damaged sign    | 121            |
| Highway consultant             | 3000           |

| <b>UNDERSPEND</b> |
|-------------------|
| <b>OVERSPEND</b>  |
| <b>683</b>        |
| 15                |
| 5                 |
| 0                 |
| 26                |
| 26                |
| 256               |
| 565               |
| 65                |
| <b>95</b>         |
| 31                |
| 62                |
| 3                 |
| 0                 |
| 0                 |
| <b>1120</b>       |
| 70                |
| 1450              |
| 768               |
| 200               |
| 2                 |
| 5                 |
| 250               |
| 513               |
| 119               |
| 0                 |
| 200               |
| 121               |
| 3000              |

**MONTHS 7 TO 12**

| <b>BUDGETED EXPENDITURE</b>    | <b>£7,090</b> |
|--------------------------------|---------------|
| <b>Definite Fixed Costs</b>    | <b>3735</b>   |
| Clerks Salary                  | 1760          |
| Clerk Use of Facilities        | 125           |
| Clerk National Insurance       | 0             |
| Statutory Insurance            | 0             |
| Burial Committee               | 650           |
| Internal and external Audits   | 0             |
| Grass Cutting                  | 1200          |
| Electricity for lighting       | 0             |
| <b>Definite Variable Costs</b> | <b>645</b>    |
| Lighting repairs               | 250           |
| Office Running Expenses        | 125           |
| Room Hire                      | 90            |
| Councillor expenses            | 180           |

| <b>cont....</b>               |             |
|-------------------------------|-------------|
| Winter gritsand               | 100         |
| <b>Optional Costs</b>         | <b>2710</b> |
| Xmas Trees                    | 240         |
| Plants and planters           | 200         |
| Grants                        | 1670        |
| Renewal of street lights      | 0           |
| Council News Letter           | 200         |
| Training and Prof Memberships | 100         |
| Knotweed Treatment            | 0           |
| Triangle Licence              | 0           |
| Bus Shelters                  | 0           |
| 1no. Litter bin               | 300         |
| VAS hire                      | 0           |



# APPENDIX A

## 2018.19

| Item                           |                 |
|--------------------------------|-----------------|
| <b>Definite Fixed Costs</b>    | <b>9425.00</b>  |
| Clerks Salary                  | 3550.00         |
| Clerk Use of Facilities        | 250.00          |
| Clerk National Insurance       | 0.00            |
| Statutory Insurance            | 450.00          |
| Burial Committee               | 1350.00         |
| Internal and external Audits   | 225.00          |
| Grass Cutting                  | 3000.00         |
| Electricity for lighting       | 600.00          |
| <b>Definite Variable Costs</b> | <b>1210.00</b>  |
| Lighting repairs               | 500.00          |
| Office Running Expenses        | 250.00          |
| Room Hire                      | 180.00          |
| Councillor expenses            | 180.00          |
| Winter Gritsand                | 100.00          |
| <b>Optional Costs</b>          | <b>9120.00</b>  |
| Grants                         | 3350.00         |
| Winter plants 2018/19          | 500.00          |
| Renewal of street lights       | 2000.00         |
| Summer plants 2018             | 600.00          |
| Training and Prof Memberships  | 400.00          |
| VAS hire                       | 1000.00         |
| Triangle licence               | 250.00          |
| Christmas Lighting             | 500.00          |
| Land inspection                | 520.00          |
| <b>Total</b>                   | <b>19755.00</b> |

## 2017.18 (PRECEPT £19350)

| Item                           |                 |
|--------------------------------|-----------------|
| <b>Definite Fixed Costs</b>    | <b>8925.00</b>  |
| Clerks Salary                  | 3500.00         |
| Clerk Use of Facilities        | 250.00          |
| Clerk National Insurance       | 0.00            |
| Statutory Insurance            | 450.00          |
| Burial Committee               | 1300.00         |
| Internal and external Audits   | 225.00          |
| Grass Cutting                  | 2600.00         |
| Electricity for lighting       | 600.00          |
| <b>Definite Variable Costs</b> | <b>1210.00</b>  |
| Lighting repairs               | 500.00          |
| Office Running Expenses        | 250.00          |
| Room Hire                      | 180.00          |
| Councillor expenses            | 180.00          |
| Winter Gritsand                | 100.00          |
| <b>Optional Costs</b>          | <b>15315.00</b> |
| Grants                         | 3350.00         |
| Planting Group Winter plants   | 100.00          |
| Renewal of street lights *     | 4000.00         |
| Summer plants 2017             | 300.00          |
| Xmas Trees                     | 240.00          |
| Council News Letter            | 400.00          |
| Knotweed treatment             | 175.00          |
| 2no. Litter bins               | 600.00          |
| Training and Prof Memberships  | 400.00          |
| Bus shelter **                 | 4500.00         |
| VAS hire                       | 1000.00         |
| Triangle licence               | 250.00          |
| <b>Total</b>                   | <b>25450.00</b> |

\* From Quarry CIL Monies 4000.00

\*\* part funded from quarry knot weed

Contingency 2000.00

Precept 19350.00



## Bill Holmes

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**From:** localplan <localplan@selby.gov.uk>  
**Sent:** 22 September 2017 13:06  
**To:** Parish Council Clerks  
**Subject:** Pool of Consultation: 2nd October-27th November 2017

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Sir/Madam

### **Pool of Sites Consultation: 2<sup>nd</sup> October-27<sup>th</sup> November 2017**

We are writing to you to let you know that we are undertaking a public consultation exercise on a Pool of Sites that will ultimately feed into a Draft Site Allocations Local Plan to be consulted on next year.

The preparation of a Site Allocations Local Plan reflects the revised approach set out in the sixth Local Development Scheme which was put into effect by Council on 19<sup>th</sup> September 2017. The Core Strategy will remain the primary policy for determining the distribution of development in the District and the Site Allocation Local Plan will identify where new development will go.

This Pool of Sites consultation includes plans and initial assessments of all possible sites that could be included in the Site Allocations Local Plan next year. It shares current thinking about potential sites and asks for your views on them. It is also a last opportunity to suggest new sites.

All the consultation documentation and supporting studies will be available to view and download on the Council's website at: [www.selby.gov.uk/PLANselby](http://www.selby.gov.uk/PLANselby)

The main document, maps and site summaries will be also available to view, for the 8-weeks consultation period between 2 October and 27 November, at local libraries and Council offices. The locations and times of opening will be on the PLAN Selby web page.

You can also find out more by attending one of the manned exhibitions or make an appointment at one of the weekly advice surgeries at 'Access Selby' in Selby. A full programme of consultation events will be set out on the web site.

### **Comments must be in writing and received by us by noon on 27 November 2017.**

Please complete the comments form which will be available at [www.selby.gov.uk/planselby](http://www.selby.gov.uk/planselby) and email it to us at: [localplan@selby.gov.uk](mailto:localplan@selby.gov.uk)

If you have any queries or require any further information please contact the Planning Policy Team on 01757 292034 or email us at localplan@selby.gov.uk

Yours faithfully,



Helen Gregory  
Interim Planning Policy Manager

localplan

*Don't be a*  
**Waster**  
*Reduce / Reuse / Respect*

**CLEARVISION**  
**WINDOW CLEANING SERVICES**  
82 Clearwell Croft, Cusworth, Doncaster, DN5 8UL  
01302 787982 ~ 07900120091

Dear Robert

Please find enclosed an itemised quote for the bus shelters and benches in Monk Fryston.  
Any queries please do not hesitate to contact me.

Many Regards

Nathan Brookes

Bus shelters x 2

Description of work to be carried out:

Roof and sides to be brushed and washed and any bird mess to be removed.  
Any seating area to be brushed and washed

£10.00 each

Total: £20.00

Wooden Benches x 6

Description of work to be carried out:

Benches to be brushed and washed and any bird mess removed

£5.00 each

Total £30.00

This quote is based on a quarterly basis.