

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 21st October 2015 at the Church Hall, Church Lane

Present: Cllrs Bil Holmes (BH), Mark Johnson (MJ), Susan Woodhall (SW), John Mountain (JM)

Mr John Mackman (District Councillor).

Philip Scott (Clerk) and one member of the public

The Chairman Cllr Holmes opened the meeting at 7.30pm

The District Councillor left the meeting at 7.47pm.

Item		Action
1	Apologies for absence: Cllr Mackman	
2	Declarations of interest: None declared	
3	To confirm the minutes of the meeting held on 16th September 2015. Agreed. Chairman to sign	Cllr BH
4	To receive District Councillor(s) update	
	The topping out of the Leisure Village has been held with fitting out scheduled for Summer 2016. Selby will be playing host to the Tour de Yorkshire again in 2017. Selby has agreed along with other local councils to take a fair share from the refugee crisis working with other agencies and partners to accommodate 28 refugees. The findings of the IPI on the proposed Community Infrastructure Levy (CIL) charges levy are to be put to the Council in December for adoption.	
5	Planning	Chair
	<ol style="list-style-type: none"> 1 To agree consultation responses to the following planning proposals: <ol style="list-style-type: none"> a Retrospective application for garden shed/buttruss at 55 The Stables, Main Street Monk Fryston. Agreed to object on the grounds that it is a substantial building with no deference to its location within the Conservation Area and the adopted Village Design Statement. Lack of respect to scale, massing, appearance, materials and proximity to the adjacent Grade 2 Manor House Listed Building. Lack of substantiation of any adequacy to fulfil its objective of buttressing the subject stone wall. Built with eaves height exceeding the maximum eaves height of 2.5 metres on land forward of the principal elevation of the house and within two metres of the boundary of its curtilage contrary to legislation. Clerk to prepare full response accordingly. 2 An approval notice has been received for the erection of a single-storey 4 vehicle garage block to rear of existing farmhouse at Oak Tree Farmhouse, Fryston Common Lane, Monk Fryston. Noted 	Clerk
6	Finances	Clerk
	<ol style="list-style-type: none"> a Authorised payments since last meeting: <ol style="list-style-type: none"> 1. Clerks SO salary payment 	

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	<p>b Current Account</p> <table border="0"> <tr> <td>Current Account as Statement to 1 October 2015</td> <td style="text-align: right;">£16573.59</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£9475.34</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£9050.59</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£1952.34</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;">£16573.59</td> </tr> </table> <p>c Savings Account</p> <table border="0"> <tr> <td>Savings Account balance after July 2015 interest</td> <td style="text-align: right;">£20,809.21</td> </tr> </table> <p>d Future Commitments / Income</p> <table border="0"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £17,859.25</td> </tr> <tr> <td>Creditors as set out in Balance Sheet schedule</td> <td style="text-align: right;">(+) £642.97</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £17,216.28</td> </tr> </table> <p>e Cash Book</p> <table border="0"> <tr> <td>Cash Book Balance at 7 October 2015</td> <td style="text-align: right;">£16,573.59</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 September was £9959.86 against a forecast of £8475.00. Expenditure includes a £2500 transfer to savings account.</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> <p>i Annual Return</p> <p>The Annual Return has been deemed by the external auditor to be in accordance with proper practices. They have asked for one matter relating to the timing of the submission to them to be drawn to the attention of the Council.</p> <p>j Mid Year Financial Review</p> <p>A review of spending against budget has been prepared indicating projected expenditure for 2015/2016 of £18,880 against a budget of £18,520.</p>	Current Account as Statement to 1 October 2015	£16573.59	Previous Balance	£9475.34	Cash received	£9050.59	Cheques issued and cleared	£1952.34	Cheques not cleared	£00.00	Cash available when all cheques cleared	£16573.59	Savings Account balance after July 2015 interest	£20,809.21	Liabilities as set out in Balance Sheet schedule	(-) £17,859.25	Creditors as set out in Balance Sheet schedule	(+) £642.97	Total Commitments (-) / Income (+)	(-) £17,216.28	Cash Book Balance at 7 October 2015	£16,573.59	
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7	Clerks Update																							
	<p>a Following his co-option at the last meeting Cllr Mountain's declaration of acceptance of office and written undertaking to observe the Code of Conduct has been received.</p> <p>b Next month's agenda will include an item for agreement of the budget for 2015/2016.</p> <p>c The Luncheon Club at the Community Centre has been disbanded. Thanks have been expressed on behalf of the organisers for the support given by the PC over the years.</p> <p>d Correspondence continues to be exchanged with Npower about its issue of inappropriate invoices associated with the electricity they describe as for 'Christmas lights' at an address</p>																							

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	<p>that does not exist.</p> <p>e Correspondence has been sent to NYCC about matters associated with the extent of the land associated with the 'Triangle' licence. A response has been received raising aspects that will need to be subject to consideration by the PC before renewal of the licence.</p>	
8	Resolutions	
	<p>a to make payments in accordance with payments schedule. Proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>b To co-opt a member to fill the vacant seat on the Council. Motion suspended</p> <p>c To agree the draft of the contract to be used for the sale of the quarry land and to appoint two Councillors to sign the resulting contract for exchange on behalf of the Council. Motion withdrawn due to lack of availability of final document</p> <p>d To agree expenditure up to £150 for Autumn planting. Proposed by Cllr SW. Seconded by Cllr MJ. Agreed</p> <p>e To replace Church Lane, col 1 lantern with the PC's LED lantern in accordance with NYCC's estimate of £120.07 + vat and when complete to offer all the lights in Church Lane for adoption by NYCC. Proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>f To spend up to £305 to replace the damaged litter bin in the lay-by adjacent to Battersby's roundabout with a new lidded bin. Proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>g To request from the Joint Burial Committee a copy of the contract of employment forming the basis for the employment of new clerk. Proposed by Cllr BH. Seconded by Cllr SW. Agreed</p> <p>h To apply for a grant for the purchase of a laptop for the administration of the requirements of the Transparency Code for Smaller Councils. Proposed by Cllr BH. Seconded by Cllr JM. Agreed</p> <p>i To use one of the two ownership signs on the quarry land to replace the missing one from the A63 plot. Proposed by Cllr BH. Seconded by Cllr JM. Agreed</p> <p>j To transfer an equivalent sum of money from the savings account to the current account to cover the previously referred to invoiced cost from NYCC for street light replacement. Proposed by Cllr BH. Seconded by Cllr JM. Agreed</p> <p>k To proceed with the NYCC vehicle activated sign initiative at a cost of £4K (excl. vat) over four years paid for in instalments. To include two sockets, one for each end of the village on the A63 so that three six week rotations each year can be deployed in either location. Proposed by Cllr JM. Seconded by Cllr SW. Agreed by a majority with one against.</p>	
9	Discussion Items	
	<p>a Consideration of the mid-year financial review. Content discussed and noted</p> <p>b Proposals for inclusion in the budget for the 2016/2017 financial year. a) Consideration to be given to suggestion to improve the condition of some of the roadside trees on the A63 between the railway bridge and Battersby's roundabout. b) provision of 2 permanent planters (£600 approx)</p> <p>c HGV matters identified since last meeting. A snapshot count of hgv's over an afternoon</p>	

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	<p>period of one hour recorded 41 such vehicles. Cllr SW to contact Hambleton and South Miiford PC's with a view to ascertaining their views on the ensuing noise and environmental pollution created.</p> <p>d The proposal for the forecourt storage unit at The Stove Shop. No detrimental comments recorded. Careful selection of colour would be appropriate. It was understood the owner has arranged a planning consultation meeting with SDC. Conservation Area location and Listed Building proximity should be taken into consideration.</p> <p>e Providing a PC post box (for communication with PC) adjacent to the Notice Board. Cllr SW to obtain costings</p>	
10	Updates	
	<p>a Burial Committee: a new Clerk is being sought following the resignation of the previous one</p> <p>b CEF: Nothing further</p> <p>c Community Association: Halloween bonfire 31st October</p> <p>d A63 Traffic Calming. NYCC has reported that it considers all the works are now complete</p> <p>e A63/ Quarry land: Finalisation of the contract for sale and the consideration of the prospective purchasers planning application are both on-going (confidential aspects associated with the sale were discussed without the member of the public being present)</p> <p>f Street Lighting Working Party. Nothing further</p> <p>g Planting Working Party. Nothing further</p> <p>h MFPC/HPC liaison group. Nothing further</p> <p>i A63 school crossing patrol. Clerk to obtain costs information associated with extending the pm presence to one hour</p> <p>j Oak Tree Farm: The PC has been informed that NYCC Highways anticipate that the required roadworks will be able to commence on site within the next 2 months.</p> <p>k 55 Main Street. Planning application submitted.</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 12th November for next meeting on 19th November Noted	All

The meeting closed at 9.30pm