

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 19th October 2016 at the Church Hall, Church Lane

Present: Cllrs Bill Holmes (BH), Mark Johnson (MJ), Robert Croft (RC) and Susan Scott (SS)

Clerk; Philip Scott

The Chairman Cllr Holmes opened the meeting at 7.30pm

Item		Action
1	Apologies for absence: The Chairman recorded that he had received a letter of resignation from Cllr Woodhall. Reasons for absence were accepted for Cllrs Mountain and Spofforth	
2	Declarations of interest: Cllr SS declared an interest in Item 8g	
3	To confirm the minutes of the meeting held on 21 September 2016. Agreed	Cllr BH
4	To receive a presentation from the Sherburn in Elmet Community Trust regarding the transfer of Sherburn Library to volunteer management by April 2017. Presented by Karen Packham on behalf of the Trust.	
	<p>Because of County Council cutbacks the Community Trust was set up in April of this year to enable the Library and the Old Girls School in Sherburn to continue as community assets. Insofar as the library is concerned the intention is to run it using volunteers along with 15 hours weekly assistance from NYCC. Sixty to seventy volunteers will be needed to facilitate this utilising a shift system. Recruitment of volunteers is to commence on 1 November and assistance is being requested to publicise this. The library has approximately 3000 active users with 36,000 visits per year and includes an outreach facility together with a book-start facility for children and a digital enhancement scheme. The library building itself will be a shared facility with NYCC providing the books and IT support. The intention is for it to operate as a community hub for the benefit of all the surrounding Parish, District, County and voluntary group activities.</p> <p>The Business Plan currently identifies a shortfall of £3800 and the Trust is endeavouring to enjoin the local parishes in providing financial assistance based on the estimated usage of their residents. In the case of Monk Fryston this equates to 6% equivalent to £230 per annum. CEF funding may be considered at a later date.</p> <p>The Trust would like the Parish Council to consider providing a grant for a three year commitment commencing in April 2017.</p> <p>On conclusion of the presentation the Trust was invited to submit a grant application (forms to be provided) and a commitment to assist with the publicising of the recruitment campaign was given. Thanks were expressed to Ms Packham.</p>	
5	Planning	Chair
	<p>1 To agree consultation responses to the following planning proposals:</p> <p>a Proposed erection of a pair of semidetached houses, 2 detached houses, a single garage, a double garage and creation of a vehicular access, Wayside Cottage, 16 Main Street,</p>	

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	<p>Monk Fryston. Agreed that there are concerns about 1) the density of the proposal and the consequential visual impact the development will have on the balance between open space and built form in this area of the village 2) the adequacy of the arrangement of the proposed vehicular access onto what is a very busy Main Street and 3) concerns about the lack of provision for visitor parking within the development.</p> <p>b Section 73 application to vary condition 08 (drawings) of planning permission 2015/0175/FUL resubmission for proposed erection of a two storey, four bedroom detached house in garden, Orchard Haven, 122 Main Street, Monk Fryston. Agreed that the elevations shown on the drawings are out of character with the appearance of the other dwellings in the village and particularly within the heritage setting of this property.</p> <p>2 A refusal notice has been received for the part retrospective planning application for the erection of 1no outbuilding (including adaption and alteration) at The Stables, 55 Main Street, Monk Fryston . Noted</p>																							
6	Finances	Clerk																						
	<p>a Authorised payments since last meeting:</p> <p>1 Clerks SO salary payment</p> <p>2 Selby Dial grant payment (cheque 1000 - £50)</p> <p>3 HMRC paye payment (cheque 1001 - £161.80)</p> <p>b Current Account</p> <table border="0" style="width: 100%;"> <tr> <td>Current Account as Statement to 30 September 2016</td> <td style="text-align: right;">£189,381.53</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£7770.52</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£182,500.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£888.99</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£245.63</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£189,135.90</td> </tr> </table> <p>c Savings Account</p> <table border="0" style="width: 100%;"> <tr> <td>Savings Account balance after July 2016 interest</td> <td style="text-align: right;">£14778.18</td> </tr> </table> <p>d Future Commitments / Income</p> <table border="0" style="width: 100%;"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £3827.99</td> </tr> <tr> <td>Creditors as set out in Balance Sheet schedule</td> <td style="text-align: right;">(+) £1324.37</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £2503.62</td> </tr> </table> <p>e Cash Book</p> <table border="0" style="width: 100%;"> <tr> <td>Cash Book Balance at 8 October 2016</td> <td style="text-align: right;">£189,135.90</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 £8751.06 against a forecast of £8835.00.</p> <p>h Audit Control</p>	Current Account as Statement to 30 September 2016	£189,381.53	Previous Balance	£7770.52	Cash received	£182,500.00	Cheques issued and cleared	£888.99	Cheques not cleared	£245.63	Cash available when all cheques cleared	£189,135.90	Savings Account balance after July 2016 interest	£14778.18	Liabilities as set out in Balance Sheet schedule	(-) £3827.99	Creditors as set out in Balance Sheet schedule	(+) £1324.37	Total Commitments (-) / Income (+)	(-) £2503.62	Cash Book Balance at 8 October 2016	£189,135.90	
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	<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 Mid term review A review of spending over the first six months has been prepared (issued under separate cover). Noted that overall spending was in line with expectations</p>	
7	Clerks Update	
	<p>a Following a district wide review of polling stations SDC have concluded that, after its use for the Referendum, The Crown Inn is to be the permanent polling place.</p> <p>b A request has been sent to 5-Alive for a meeting to discuss the Water Lane traffic issues.</p> <p>c Stephen Booth has been instructed to 1) replace the damaged grit bin on Ingethorpe Lane with the one on Lumby Lane, 2) remove the damaged grit bin by the Post Office and 3) erect the new (replacement) bench at the top of Mill Close (instructions issued under Clerk' s delegated powers).</p>	
8	Resolutions	
	<p>a To make payments in accordance with payments schedule (issued under separate cover along with accompanying email). Proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>b To open savings accounts with Yorkshire Building Society, Santander Bank and Barclays Bank for safekeeping of the proceeds from the quarry sale. Proposed by Cllr BH. Seconded by Cllr SS. Agreed</p> <p>c To review the External Auditors report on the Annual Return and to decide on any ensuing action. Report issued under separate cover. Content of report noted. No further action proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>d To adopt the flagpole at the top of Mill Close and consequentially to include it on the asset register. Proposed by Cllr BH. Seconded by Cllr RC. Agreed</p> <p>e To agree a response to the request from CEF to site at its expense a dedicated notice board in the parish (request email issued under separate cover). Proposed by Cllr BH that the offer be accepted with the board being situated at the Community Centre (the CA having indicated to Cllr BH that they are amenable to this). Seconded by Cllr SS. Agreed</p> <p>f To spend up to £4000 in replacing the two remaining concrete posted streetlights in Mill Close, the concrete post on Old Vicarage Lane all with led lights and to install a new light on the telegraph pole on the corner of the Community Centre using one of the PC's led lanterns. Proposed by Cllr BH. Seconded by Cllr MJ. Agreed</p> <p>g To accept the recommendation from the Personnel Committee following the Clerks annual review to set the clerks pay scale for 2015/16 at pt23 of the NALC pay scale for that year and at pt 24 of the NALC pay scale for 2016/17 Cllr SS and the Clerk absented themselves from the room for the determination of this motion. Proposed by Cllr BH. Seconded by Cllr MJ. Motion agreed with Cllr SS and the Clerk absent from the room.</p> <p>h 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 £30. Proposed by Cllr BH.</p>	

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	Seconded by Cllr SS. Agreed	
9	Discussion Items	
	<p>a Items for the 2017/2018 budget. In addition to the precept the PC has £2000 'windfall' money in hand from the redundant knotweed contingency funding and it should receive CIL funds of circa £3000 in due course triggered by the commencement of the quarry land development. (draft budget item list issued under separate cover). Tabled budget items noted with no amendments or additions proposed. Agreement of budget to be subject to a motion at the next meeting.</p> <p>b The proposal from BT to remove the two public telephones in the village (BT letter issued under separate cover). The recorded usage of both phones was noted with no comments against BT's proposal raised.</p>	
10	Updates	
	<p>a Burial Committee. The Committee was carrying out a review of its budget with regard to its expenditure and charges together with the need for more space.</p> <p>b Community Association. The CA continues to be in a healthy financial position and it is now planning for the forthcoming bonfire and quiz events</p> <p>c A63 Traffic Calming. The period for the deployment of the VAS sign at the east end of the village has now concluded and the sign removed. The sign will return to its west end location in approximately 12 weeks time.</p> <p>d Planting Working Party. Nothing further</p> <p>e MFPC/HPC liaison group. Nothing further</p> <p>f A63 school crossing patrol. Nothing further</p> <p>g Oak Tree Farm. Nothing further (clerk to follow up)</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 31 October for next meeting on 16 November. Noted	All

The meeting closed at 9.32pm