

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 5th February 2013 at the Community Centre Old Vicarage Lane

Present: Cllrs Bill Holmes (BH), John Mountain (JM), Nigel Spofforth (NS), Philip Brook (PB), Susan Woodhall (SW), Shona McWhirter (SM), Mark Johnson (MJ), Mr John Mackman (District Councillor), Mrs Carol Mackman (District Councillor), Clerk; Philip Scott. Mssrs R Newton and J Leslie representing MF&H Community Association

The Chairman Cllr Holmes opened the meeting at 7.30pm

Mssrs R Newton and J Leslie left the meeting at 7.59pm after the presentation of the CA report.

Cllrs J and C Mackman left the meeting at 8.20pm after giving their reports.

Cllr C Mackman reported that gas main installation work was underway for the properties in Mill Close. Cllr J Mackman gave an update on the status of the respective planning circumstances. Cleek Hall windfarm had been approved on appeal. Woodlane windfarm has not yet been put before the Council. Bishopswood windfarm application had been refused. The Lowfields Road unauthorised development has been removed. Removal of accumulated rubbish is now in progress. Subject to a contract for the purchase of land at the Burn airfield site the 5-year allocation for traveller's accommodation should be satisfied. The application for travellers accommodation at Gateforth (ex mushroom farm site) is awaiting the appeal inspectors decision. The Local Plan consideration is to commence on 27 February. The Core Strategy is currently subject to examination by the Inspector. NYCC have been written to about the additional traffic congestion that will arise on the A63 because Hllam Lane is being closed on top of the Lumby Lane closure.

Item		Action
1	Apologies for absence; None	
2	Declarations of interest; None declared	
3	Community Association presentation by Mr Newton A presentation was given covering the major development milestones, the community activities serviced and undertaken, the organisation and financial situation of the CA, the current important community issues and the community association position. An extended summary script of the presentation was left with the Council. Plans showing the capital development proposals were presented along with their associated timescale aspirations. An expression of appreciation was made for the support given to the CA by the Parish Council.	
4	To confirm the Minutes of previous meeting held on 8th January 2013. Agreement proposed by Cllr Brook and confirmed by those present (minutes to be signed by Cllr Holmes).	
5	Planning	

Item		Action																						
	a No consultations received																							
6	Finances	Clerk																						
	<p>a Authorised payments since last meeting:</p> <p>1. Clerks SO salary payment</p> <p>b Current Account</p> <table border="0" data-bbox="300 454 1286 719"> <tr> <td>Current Account as Statement to 18 January 2013</td> <td style="text-align: right;">£8013.90</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£9479.03</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£1465.13</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£1487.90</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£6526.00</td> </tr> </table> <p>c Savings Account</p> <table border="0" data-bbox="300 779 1286 813"> <tr> <td>Savings Account balance after January 2013 interest.</td> <td style="text-align: right;">£3179.30</td> </tr> </table> <p>d Future Commitments / Income</p> <table border="0" data-bbox="300 873 1286 996"> <tr> <td>Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £2243.00</td> </tr> <tr> <td>Reclaimable VAT due</td> <td style="text-align: right;">(+) £484.42</td> </tr> <tr> <td>Total Commitments (-) / Income (+)</td> <td style="text-align: right;">(-) £1759</td> </tr> </table> <p>e Cash Book</p> <table border="0" data-bbox="300 1057 1286 1090"> <tr> <td>Cash Book Balance at 26 January 2013</td> <td style="text-align: right;">£6526.00</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 January was £15,053.52 against a forecast of £20,557.00</p> <p>h 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 An invoice has been submitted to Hillam PC for its share of the grass cutting costs</p>	Current Account as Statement to 18 January 2013	£8013.90	Previous Balance	£9479.03	Cash received	£00.00	Cheques issued and cleared	£1465.13	Cheques not cleared	£1487.90	Cash available when all cheques cleared	£6526.00	Savings Account balance after January 2013 interest.	£3179.30	Liabilities as set out in Balance Sheet schedule	(-) £2243.00	Reclaimable VAT due	(+) £484.42	Total Commitments (-) / Income (+)	(-) £1759	Cash Book Balance at 26 January 2013	£6526.00	
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7	Clerks Update																							
	<p>a The recently introduced changes to the council tax base will not affect the precept for 2013/14. However it is likely that it will affect the precept for 2014/2015. For that year councillors will need to consider whether to increase the charge to each property to maintain the current level of precept or accept a lesser precept to keep the charge the same.</p> <p>b The clerk has arranged to attend a starter seminar associated with the Working With Your Council training course</p>	Clerk																						
8	Resolutions																							
	a To agree Parish Council Land Policy PC-DOC-008. Proposed by Cllr BH, seconded by Cllr PB. Agreed. Clerk to send Section 5 content to Stephenson	Clerk																						

Item		Action
	<p>b To make payments in accordance with the payments schedule. Proposed by Cllr SM, seconded by Cllr SW. Agreed</p> <p>c To agree to reduce the requirement in Standing Order 9) for the delivery of notices to the Clerk from the current 'at least seven clear days' to 'at least five clear days' before the next meeting of the Council. Proposed by Cllr BH, seconded by Cllr SW. Agreed</p> <p>d To amend the Standing Orders to include provision for District Councillors to speak and participate in PC meetings. Suspended until next meeting in accordance with standing orders.</p> <p>e To increase the 2013/2014 precept submission by £1200 to £1800 for provision of replacement street lighting and potential future issues due to council tax base changes. Proposed by Cllr JM, seconded by Cllr SM. Defeated unanimously after discussion</p> <p>f Approve the updated asset and risk assessment register. Proposed by Cllr BH, seconded by Cllr JM. Agreed</p> <p>g Carry out audit of asset register and nominate councillors to undertake audit agree completion date of 31/3/13. Proposed by Cllr BH, seconded by Cllr SM. Agreed. To be completed by Cllrs Spofforth and Johnson</p> <p>h To liaise with South Milford PC on addressing the environmental issues arising from Sherburn Aero Club and nominate councillor to liaise. Proposed by Cllr BH, seconded by Cllr NS. Agreed. Cllr JM to liaise</p> <p>i To appoint Malcolm Walton as the internal auditor for the accounts for the current financial year. Appointment to be in accordance with the PC's previously agreed terms of reference. Proposed by Cllr BH, seconded by Cllr PB. Agreed</p>	<p>Clerk</p> <p>Cllr NS Cllr MJ</p> <p>Cllr JM</p>
9	Discussion Items	
	<p>a The telephone request from resident to re-instate bollards on the grassed area adjacent to Stove Shop to prevent churning of grass. The Clerk read out the content of a letter subsequently received from the resident. It was concluded that Cllr SW would have an informal discussion with the resident and the stove shop proprietor and report back for appropriate consideration at the next meeting</p> <p>b The tree at Chestnut Green. Because it has grown quite a bit and more lights may be required for next Christmas and because it may be necessary to use a cherry picker for Health and Safety reasons it was concluded that the clerk should obtain a price from an aboricultural contractor for reducing its size accordingly</p> <p>c The Chairman thanked Cllr Spofforth for storing and distributing all the gritsand. Clerk to order another bulk delivery. Also thanks to Cllr Woodhall and her husband for tidying the steps in front of the church</p>	<p>Cllr SW</p> <p>Clerk</p> <p>Clerk</p>
10	Updates	
	<p>a Burial Board. None</p> <p>b A63 Traffic Calming. No progress. Jonathan Wickham has left NYCC and another</p>	

Item		Action
	<p>officer has yet to be appointed. Cllr BH to take the matter up with our County councillor</p> <p>c Aero club noise and disturbance. Covered in earlier item</p> <p>d A63/ Quarry land: Covered in earlier item.</p> <p>e Purchase of street light spares. None</p> <p>f Cost of reconnecting street light near Community Centre. Nothing to hand. Clerk to approach NYCC</p> <p>g Repair of Street Lighting. Remaining lamppost to be activated w/c 11 February</p> <p>h Street lighting committee. Not formed</p> <p>i Planting Committee. Meeting to be called towards the end of February</p> <p>j MFPC/HPC liaison group. No meeting has taken place but discussions held. Hillam PC was considering the Betteras Hill quarry situation.</p> <p>k DPPO Order. SDC are not responding to requests for an update</p>	<p>Cllr BH</p> <p>Clerk</p> <p>Cllr BH</p>
11	Correspondence	
	a There were no aspects arising from previously circulated schedule of post received and issued since the last meeting.	
12	Items For Next Meeting	All
	a Items to be with Clerk before 25 February for next meeting on 5 March	

The meeting closed at 9.21pm