

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Meeting held 8th January 2013 at the Community Centre Old Vicarage Lane

Present: Cllrs Bill Holmes, Philip Brook, Susan Woodhall, Mark Johnson, Shona McWhirter, Mr John Mackman (District Councillor), Mrs Carol Mackman (District Councillor), Clerk; Philip Scott,

The Chairman Cllr Holmes opened the meeting at 7.30pm

Cllrs J and C Mackman left the meeting at 8.15pm after giving their report.

Cllr J Mackman gave an update on the status of the respective planning circumstances. Bishopswood windfarm application is on the agenda for tomorrow's meeting with an officer's recommendation for refusal. The Lowfields Road unauthorised development is subject to a Court Order for clearance before the 14 January deadline. An application for caravan storage within an existing shed has been submitted for Pollens Farm adjacent to the A1(M). The traveller's site opposite the Boot and Shoe has, under the appeal conditions, to be reduced to 5 pitches over the next 12 months. 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.

Item		Action																
1	Apologies for absence; Reasons for apologies were accepted from Cllr John Mountain and Cllr N Spofforth																	
2	Declarations of interest; None declared																	
3	To receive from the Community Association a 15 min presentation of their activities since their last presentation. Suspended until next meeting																	
4	To confirm the minutes of the meeting held on previous meeting held on 4th December 2012. Agreed by those present. Cllr BH to sign	Cllr BH																
5	Planning	Chair																
	<ul style="list-style-type: none"> a Approval Notice received for conversion of former farm offices to residential use Siddle Farm, Selby Road, Monk Fryston b Approval notice received for erection of two detached dwellings following demolition of existing bungalow including creation of new access, The Bungalow, 8 Fryston Common Lane, Monk Fryston 																	
6	Finances	Clerk																
	<ul style="list-style-type: none"> a Authorised payments since last meeting: <ul style="list-style-type: none"> 1. Clerks SO salary payment 2. SLCC membership payment (cheque 793) b Current Account <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account as Statement to 18 December 2012</td> <td style="text-align: right;">£9479.03</td> </tr> <tr> <td>Previous Balance</td> <td style="text-align: right;">£11149.50</td> </tr> <tr> <td>Cash received</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>Cheques issued and cleared</td> <td style="text-align: right;">£1670.47</td> </tr> <tr> <td>Cheques not cleared</td> <td style="text-align: right;">£437.80</td> </tr> <tr> <td>Cash available when all cheques cleared</td> <td style="text-align: right;">£9041.23</td> </tr> </table> c Savings Account <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Savings Account balance (after July interest)</td> <td style="text-align: right;">£3177 70</td> </tr> </table> d Future Commitments / Income <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Liabilities as set out in Balance Sheet schedule</td> <td style="text-align: right;">(-) £2068.00</td> </tr> </table> 	Current Account as Statement to 18 December 2012	£9479.03	Previous Balance	£11149.50	Cash received	£0.00	Cheques issued and cleared	£1670.47	Cheques not cleared	£437.80	Cash available when all cheques cleared	£9041.23	Savings Account balance (after July interest)	£3177 70	Liabilities as set out in Balance Sheet schedule	(-) £2068.00	
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	<p>Reclaimable VAT due (+) £147.07</p> <p>Total Commitments (-) / Income (+) (-) £1920.93</p> <p>e Cash Book</p> <p>Cash Book Balance at 18 December 2012 £9041.23</p> <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 December was £14,574.94 against a forecast of £18,856.00.</p> <p>i 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>j The Precept application has been submitted to SDC</p>	
7	Clerks Update	
	<p>a Following a request by the clerk three grit bins have been provided by Network Rail to compensate for the removal of the gritting along Lumby Lane because of the bridge closure</p>	
8	Resolutions	
	<p>a To make payments in accordance with the payments schedule totalling £780.91 with the addition of a payment to Sandersons in the sum of £1475.40. Proposed by Cllr BH, seconded by Cllr PB. Agreed</p> <p>b To write to MFPC's solicitors requesting an update on land ownerships in the quarry that would affect a sale. With a cap on fees of £500. Proposed by Cllr MJ, seconded by Cllr BH. Agreed by a show of hands three votes in favour, two abstentions. Clerk to follow up.</p> <p>c To invite the Education Foundation Committee to attend the Parish Council meeting in March to update the PC on its future intentions regarding the Foundation Field. Proposed by Cllr MJ, seconded by Cllr SW. Agreed. Clerk to follow up</p> <p>d To agree the format of the revised asset register and risk assessment with a view to it being populated out with data for final approval at the February meeting. Proposed by Cllr BH, seconded by Cllr SM. Agreed</p> <p>e To carry out in conjunction with the contractors an onsite inspection of the progress associated with the knotweed treatment. Proposed by Cllr BH, seconded by Cllr MJ. Agreed. Inspection to be carried out by clerk and Cllr SM</p> <p>f To employ The Knotweed Co. to inspect the larger quarry site to assess if there is any knotweed present. Associated fees of £50 plus vat. Proposed by Cllr BH, seconded by Cllr PB. Agreed Clerk to follow up</p> <p>g To write to NYCC to advise of traffic issues caused by the closure of Lumby Lane. Proposed by Cllr MJ, seconded by Cllr SM. Agreed. Clerk to follow up.</p> <p>h To agree the document setting out the PC's requirement for traffic calming measures through the village Subject to an amendment reversing the order of the requirements for Phase 2. Proposed by Cllr BH, seconded by Cllr SW. Agreed (Note: by agreement this item was brought forward in the order of the agenda to allow District Councillor participation)</p> <p>i To forward PC's requirement for traffic calming document to the Highways Department,</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk and Cllr SM</p> <p>Clerk</p> <p>Clerk</p>

Item		Action
	<p>District Councillors and County Councillor. Proposed by Cllr BH, seconded by Cllr MJ. Agreed. Clerk to follow up</p> <p>j To agree to reduce the time 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. Adjourned to next meeting in accordance with Standing Orders</p> <p>k To authorise the Clerk to automatically renew on an annual basis the antivirus protection for the data storage in the PC's laptop (financial regulations to be amended accordingly if so agreed). Proposed by Cllr BH, seconded by Cllr SW. Agreed</p>	<p>Clerk</p> <p>Clerk</p>
9	Discussion Items	
	<p>a Establishment of a street lights committee of the parish council. After discussion it was concluded that Cllr BH would canvas members re availability. Three members required.</p> <p>b Fly Posting. Following the review the advertising regulations (circulated under separate cover) it was concluded that the clerk should put a notice on the notice board to make residents aware of restrictions on fly posting in the village.</p> <p>c District Councillors address to PC. After discussion it was concluded that the District Councillor address to each PC meeting was beneficial and the PC's procedures should be brought in line accordingly. An appropriate amendment to the Standing Orders will be the subject of a proposal at the next meeting.</p> <p>d Should the PC liaise with South Milford PC on addressing the environmental issues arising from Sherburn Aero Club? After discussion it was concluded that a proposal would be tabled at the next meeting</p> <p>e Commencement date for the PC's take-over of the PC's web hosting and domain names. After discussion it was concluded that the commencement dates would be the renewal dates of 19 May 2012 and 10 April 2012 respectively. (Cllr BH withdrew from this discussion).</p>	<p>Cllr BH</p> <p>Clerk</p>
10	Updates	From
	<p>a. Burial Board. No meeting</p> <p>b. A63 Traffic Calming: Covered earlier</p> <p>c. Aero club noise and disturbance. Covered earlier</p> <p>d. A63/ Quarry land: Covered earlier</p> <p>e. Purchase of street light spares. Nothing further</p> <p>f. Cost of reconnecting street light near Community Centre. Nothing further</p> <p>g. Planting Committee. Nothing further</p> <p>h. MFPC/HPC liaison group. Nothing further</p> <p>i. DPPO Order. Clerk to write to SDC expressing concern at the rate of progress.</p> <p>j. Repair of Street Lighting. One lamp has been replaced and is operational. The second lamp is in place awaiting re-connection</p> <p>k. Betteras Hill Quarry. The issue is to be referred to the MFPC/HPC liaison group.</p>	<p>Clerk</p> <p>Cllr BH</p>
11	Correspondence	
	<p>a There were no aspects arising from previously circulated schedule of post received and issued since the last meeting.</p>	All
12	Items For Next Meeting	All
	<p>a Items to be with Clerk before 25 January for next meeting on 5 February</p>	

The meeting closed at 9.26pm