

Monk Fryston Parish Council

NOTICE OF MEETING

I hereby give notice that an extr-ordinary meeting of the Parish Council of the above-named Parish will be held at the Community Centre, Old Vicarage Lane on Monday 28 October 2024 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 22 October 2024

AGENDA

Item		Lead
1	Apologies	
	a To receive apologies for absence given in advance of the meeting	
	b To record apologies for absence not given in advance of the meeting	
	c To consider the approval of reasons given for absence	
2	Declarations and Early Verbal Notices	
	a To receive declarations of interest	
	b To receive early verbal notice of any Councillor's intention to raise amendments to motions on the agenda as per Standing Order 1g.	
	c To receive early verbal notice of any Councillor's intention to raise motions at the meeting that do not require written notice as per Standing Order 10.	
3	Confirmation of Minutes	
	a To confirm as an accurate record the Minutes of the Meeting held on 17 September 2024	
4	Planning	Chair
	1) To agree consultation responses to the following planning proposals:	
	a Re-consultation re erection of a single dwelling and conversion and extensions to existing buildings to form 3 further dwellings and demolition of buildings, Home Farm, 85 Main Street Monk Fryston	
	b Formation of concrete pad foundation, installation of steel frames for overhead buss bars and excavation for cable routes, Sub Station, Rawfield Lane, Fairburn	
5	Motions (<i>in bold italic</i>)	Chair
	a <i>To approve the co-option of Megan Clarke to a vacant seat on Monk Fryston Parish Council.</i>	
	b <i>To make payments in accordance with payments awaiting authorisation schedule</i> (Appendix A refers – invoices issued under separate cover)	
	c <i>To consider the mid year review of expenditure including projections for the remainder of the year and to agree any amendments.</i> Document issued under separate cover.	
	d <i>To consider and agree any amendments to the recommendations for the re-organisation of the comms functions and activities.</i> Document issued under separate cover.	
	e <i>To sponsor the floodlighting of St Wilfrid's Church for one week at a cost of</i>	

Monk Fryston Parish Council

- Item Lead
- £35 as part of the PC's Christmas lighting initiative** (email 24.09.24 refers)
- f **To purchase additional motifs for the Christmas lighting:-**
i) 2 off bauble motifs (£110 + vat each)
ii) 2 off shooting star motifs (£175 + vat each)
iii) 1 off snowflake motif (£120 + vat each)
In the event these are not available from the supplier the selection of any alternatives proposed shall be delegated to the clerk.
- 6 **Items For Next Meeting** All
- a Items to be with Clerk before 11 November for next meeting on 19 November

Appendix A

PAYMENTS AWAITING AUTHORISATION

Description	Supplier	(£) Payment
External audit fee	PKF Littlejohn	210.00
Bus shelter and bench cleaning	Clearvision Window Cleaning Services	70.00
Room Hire	MF and H Community Association	20.00
Grass cutting etc	S G Parkin Landscapes	365.00
Grass cutting etc	S G Parkin Landscapes	405.00



Parish Council

Planning Services (Selby Area)
North Yorkshire Council
Civic Centre
Doncaster Road
Selby
North Yorkshire
YO8 9FT
Email: ppu.sel@northyorks.gov.uk
Tel: 0300 1312131
Web: www.northyorks.gov.uk

Our Ref ZG2023/1196/FUL
Date 19 September 2024

Dear Sir/Madam,

RECONSULTATION ON PLANNING APPLICATION

PROPOSAL: Erection of a single dwelling and conversion and extensions to existing buildings to form 3 further dwellings and demolition of buildings

LOCATION: Home Farm 85 Main Street Monk Fryston

This is a further consultation in respect of the above application for the following reason(s):

Amended Plans

For consultees who do not wish to be consulted electronically, I have enclosed a copy of the amendments for your information and retention.

To view the planning application files electronically, please use the authority's 'PublicAccess' website at <https://public.selby.gov.uk/online-applications/> and follow the instructions given. The information will be available within 24 hours on receipt of this e mail.

You can also submit your comments via Public Access or email planningcomments.sel@northyorks.gov.uk . If I have not received your written observations by 10 October 2024 it will be assumed you do not have any to make.

I look forward to receiving your comments in due course.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Trevor Watson", written over a horizontal line.

Trevor Watson
Assistant Director - Planning

Mr P Scott
Monk Fryston Parish Council
24 Moss Row
Wilsden
Bradford
BD15 0EP

Planning Services (Selby Area)
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Civic Centre
Doncaster Road
Selby
North Yorkshire
YO8 9FT
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Web: www.northyorks.gov.uk

Our Ref ZG2024/0861/FUL
Date 10 October 2024

Dear Sir/Madam

CONSULTATION ON PLANNING APPLICATION

PROPOSAL: Formation of concrete pad foundation, installation of steel frames for overhead
 buss bars and excavation for cable routes
LOCATION: Sub Station, Rawfield Lane, Fairburn

The above planning application was received as valid on 4 October 2024.

To view the planning application files electronically, please use the authority's 'PublicAccess' website at <https://public.selby.gov.uk/online-applications/> and follow the instructions given. The information will be available within 24 hours on receipt of this e-mail.

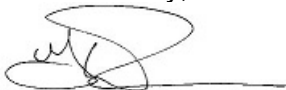
You can submit your comments via Public Access, by email planningcomments.sel@northyorks.gov.uk or by post to the above postal address . If I have not received your written observations by 31 October 2024 it will be assumed you do not have any to make. Please note that any comments you make will be placed on the relevant file, which is available for public inspection in the office and on the internet.

An information leaflet providing examples of the type of material considerations we are able to consider when we determine planning applications can be found at www.northyorks.gov.uk

To find out if the application is to be considered by the Planning Committee you should contact this office and where applications are to be determined by Committee it may be possible to address the meeting. Please contact the Plans Processing Unit on 0300 1312131 for further details regarding the procedure to follow.

I look forward to receiving your comments in due course.

Yours faithfully,



Trevor Watson
Assistant Director - Planning

Observations of Monk Fryston Parish Council

Observation sheet to be returned to District Council on or before 31 October 2024

Our Reference:	ZG2024/0861/FUL	Team:	South Team
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Proposal:	Formation of concrete pad foundation, installation of steel frames for overhead buss bars and excavation for cable routes
Location:	Sub Station, Rawfield Lane, Fairburn

Observations of the Parish/Town Council meeting:

BUDGETED EXPENDITURE FOR YEAR	EXPENDITURE TO DATE	MID YEAR EXPENDED	REMAINING BALANCE	HALF FORECAST	TURN FORECAST	DIFFERENCE
		%				
£54,189	£15,966	29%	£38,223	£38,826.93	£54,793.11	£604.11
Definite Fixed Costs	12660	65%	4,460	4371	12571	(89)
Clerks Salary	5,490.00	48%	2,866	2866	5490	0
Statutory Insurance	450.00	103%	-15	0	465	15
JBC Precept	1,695.00	100%	4	0	1691	(4)
Internal and External Audits	425.00	49%	215	215	425	0
Grass Cutting	3,500.00	63%	1,290	1290	3500	0
Electricity for Lighting	1,100.00	91%	101		999	(101)
Definite Variable Costs	2218	14%	1,915	1915	2218	0
Office Running Expenses	1,000.00	10%	901	901	1000	0
Banking Costs	108.00	50%	54	54	108	0
Website Costs	0.00	0%	0	0	0	0
Room Hire	300.00	50%	150	150	300	0
Councillor Expenses	210.00	0%	210	210	210	0
Winter Gritsand	600.00	0%	600	600	600	0
Optional Costs	39311	19%	31,858	30856	38309	(1002)
Grants	1,719.00	29%	1,219	1219	1719	0
Professional Memberships	482.00	71%	138	138	482	0
Training	850.00	0%	850	425	425	(425)
Planting	3,500.00	78%	785	1433	4148	648
Christmas Lighting	6,000.00	64%	2,166	2166	6000	0
Cleaning of bus shelters and benches	350.00	17%	290	290	350	0
Newsletters x4	700.00	0%	700	700	700	0

£10,145	£4,930	5215
3,550	1770	1780
250	125	125
0	0	0
450	450	0
1,350	0	1350
225	225	0
3,000	1400	1600
600	600	0
520	260	260
200	100	100
£1,210	£465	745
500	250	250
250	125	125
180	90	90
180	0	180
100	0	100
£17,165	£8,850	8315
240	0	240
500	0	500
2,375	1200	1175
3,300	0	3300
400	300	100
0	0	0
250	250	0
1,000	1000	0
600	600	0
3,000	0	3000
5,500	5500	0

RECOMMENDATIONS FOR THE RE-ORGANISATION OF THE COMMS FUNCTIONS AND ACTIVITIES

ACTIVITY

Review of policies and procedures with recommendations prior to approval by full council.

Update and management of the task tracker on SharePoint.

Compilation of the Newsletter.

Setting up of IT at council meetings.

Website management and update.

Email system management.

SharePoint management and development.

Social media updates.

RECOMMENDATION

To be done through the 'office'. The PC has 34 P&P's so reviewing them will be a time consuming job that will have to be done on a gradual basis throughout the year. Additional time will have to be assessed and added to the duties of the responsible officer.

Council will have to decide how this information is to be used. After which the task should be done through the 'office'. Additional time will have to be assessed and added to the duties of the responsible officer.

The 'office' should compile this as an administration function. The actual content should be provided and agreed by councillors. New software will have to be obtained and office staff will have to be trained in it's use. Additional time will have to be assessed and added to the duties of the responsible officer.

The 'office' should carry out the task of setting it up but the operator should be someone other than the clerk in order to allow the clerk to concentrate on the business of the meeting and prevent delay in the running of the meeting.

The 'office' should carry out this task. New software will have to be obtained and office staff will have to be trained in it's use. Additional time will have to be added to the duties of the responsible officer

The 'office' should carry out this task. New software will have to be obtained and office staff will have to be trained in it's use. Additional time will have to be assessed and added to the duties of the responsible officer

The 'office' should carry out this task. Additional training will be required. Council will have to define the training parameters. Additional time will have to be assessed and added to the duties of the responsible officer.

The 'office' should carry out this task. Updates should be defined at council meetings or guidance provided on style and content of update. Additional time will have to be assessed and added to the duties of the responsible officer.