

Acaster Malbis Parish Council

Clerk: Mr M G Davies, 27 Vavasour Court, Copmanthorpe, York, YO23 3TY
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Minutes of the meeting of Acaster Malbis Parish Council, held on **Monday 11 April 2016** at **7:30pm** in the Acaster Malbis Memorial Hall.

The public session prior to the meeting commenced at 7:30pm. No members of the public were present and the Parish Council meeting therefore also opened at 7:30pm.

Present: Councillor W G Taylor (Chairman)

Councillors: L A Frost, P J Harlington, B Hawkins, G Loney, J Smith, D Walker

Clerk: M G Davies.

1. To receive apologies and approve reasons for absence.

All members were present.

2. 2.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests.

There were none.

2.2 To receive and consider any applications for dispensation.

There were none.

3. To confirm the minutes of the meeting held on 7 March 2016, having been previously circulated, as a true and correct record.

Approval of the minutes detailed above was proposed by Councillor Harlington, seconded by Councillor Hawkins and agreed unanimously.

4. To receive information on the following ongoing issues and decide further action where necessary.

4.1 To consider the appointment of external auditor if required.

The clerk reported that as the Parish Council had opted into the Smaller Authorities Audits Appointments 2016 scheme (SAAA) the external auditor for 2017 onwards would be appointed by the SAAA.

4.2 To consider the approval and adoption of various Parish Council Standing Orders.

SO/2016/01 - Rights of members of the public at Parish Council meetings

SO/2016/02 – Website and Webmaster standing orders

SO/2016/03 – General Standing Orders

SO/2016/04 - Financial Regulations

SO/2016/05 – s133 and s137 grants

All standing orders were proposed by Councillor Harlington, seconded by Councillor Hawkins and approved and adopted unanimously with the exception of SO/2016/03 – General Standing Orders - which is subject to further amendment and will be reconsidered at the meeting on 09 May 2016.

4.3. To finalise revaluation of Parish Council assets.

The clerk reported that the valuation was still not complete and will be considered further at the meeting on 09 May 2016.

4.4. To receive an update regarding invasive species.

Councillor Walker reported that the presence of invasive species near the weir had been reported by Councillor Walker to the landowner concerned and should also be reported to the Ings master Mr M Smith for action. The clerk offered to raise the matter with Mr M Smith when he returned the keys on 12th April. Councillor Walker will monitor the situation.

4.5. To provide an update regarding The Queen's 90th Birthday celebrations.

The clerk reported that the matter had been discussed at the YCA meeting on 14 March and that the YCA did not propose any further action. The clerk also reported that he had been informed that Holy Trinity Church might celebrate the occasion but on Her Majesty's official birthday in June rather her actual birthday in April. The Parish Council remain willing to light the beacon if required.

5. To consider the following new planning applications(s).

There were none.

6. To receive the following planning decision(s) / information.

6.1. 15/02716/FUL Field to the South of Foss Farm, Construction of ménage, approved with conditions.

6.2. 15/02620/FUL Building B, Manor Farm, Change of use to a microbrewery, approved with conditions.

6.3. 16/00344/FUL 11 Cherry Tree Drive, update.

6.4. 15/02861/FUL Land opposite Woodside Farm, construction of new vehicular access, refused.

15/02472/ABC, conversion of former agricultural buildings to dwellings, refused. (see 15/02861/FUL)

Councillor Smith reported that the applications listed above under 6.1 (Ménage) and 6.2 (Microbrewery) had been approved with conditions, 6.3 (11 Cherry Tree Drive) had been withdrawn and was likely to be amended and resubmitted in due course. 6.4 (vehicular access opposite Woodside Farm) had been refused and as a result application 15/02472/ABC (conversion to dwellings) had also been refused.

7. Matters requested by councillors or clerk.

7.1. To consider the provision of duck warning signs in the village.

Councillor Loney reported that he had been asked if the Parish Council could provide warning signs on the approaches to the village in an effort to reduce the number of casualties. It was agreed to purchase suitable signs for an approximate cost of £40.00 – Action - GL

7.2. Overgrown hedges. The clerk reported that he had received an anonymous complaint regarding an allegedly overgrown hedge. The Parish Council has no statutory powers to deal with such matters and can only ask for cooperation (where appropriate) from landowners. Inspection showed that the hedge does not extend past the highway edge marking line (the verge being the property of the landowner). As the complaint was received anonymously the clerk is unable to discuss the matter with the complainant who should pursue the matter with City of York Council's Highways Department (who hold the appropriate statutory powers) if they feel there is still a problem.

8. Financial matters:

8.1. To note the following accounts paid between 8 and 31 March 2016:

Clerk's salary Jan-Mar 16 paid 31/3 (E)	£542.00
Clerk's premises expenses Jan-Mar 16 paid 31/3 (E)	£ 25.00
Balancing transfers deposit to current account 31/3 (E)	-£567.00

8.2. To note or approve the following accounts for payment:

Clerk's telephone and stationery expenses Jan-Mar 16 (E)	£155.02
YLCA membership subscription due 1 st April 16 (E)	£285.00
LCR Subscription due 31 st May 16 (CHQ)	£ 17.00
Acaster Malbis Memorial Hall Room Rent for meetings held in the period April 2015 to March 2016 (E)	£220.00
YLCA course fee – Clerks induction day 28 th April 16 (E)	£115.00
Balancing transfer deposit to current account 1 April (E)	-£155.02
Balancing transfers deposit to current account totalling (E)	-£637.00

(Note (E) = Electronic payment or transfer, (CHQ) = Cheque payment)

**8.3. To receive a bank balance report to 31 March 2016
(See appendix 1)**

**To receive a bank balance report to 11 April 2016
(See appendix 2)**

Approval and payment of all financial transactions listed in 8.1, 8.2 and 8.3 was proposed by Councillor Walker, seconded by Councillor Frost and supported unanimously.

8.4. To receive a budget / actual comparison to 31 March 2016.

Councillor Loney confirmed receipt of the transparency grant, part of which paid for website set-up, computer and printer. Some items were unexpected but overall we were nicely in front of our budgeted expenditure.

9. To consider the following new Correspondence received and decide action where necessary:

The publications “Clerks and Councils Direct”, CPRE “Countryside Voice” Spring 2016 and “Field Work” – Spring 2016 were circulated.

10. North Yorkshire Police local PCSO Crime report.

PCSO Angela Hollywood reported the following incidents:

16th March – Lakeside - Stolen Motor Vehicle, Moped.

16th March -Lakeside - Burglary Other - Shed, disturbed a male. Nothing stolen.

24th March - Appleton Road-Arson. 250 bales of hay set alight.

11. To receive a report on matters raised with / by the Ward Member – Councillor J.C.Galvin.

11.1. Various potholes on Intake Lane / Mill Lane.

Councillor Galvin reported that the potholes reported at the last meeting had been repaired.

11.2. Broadband.

Councillor Galvin reported that Virgin Media / TalkTalk were working on a project in York city centre and other locations to bring ultra-fast broadband. It was thought unlikely that this would affect the village and we appeared to be on schedule to receive an upgraded service provided by BT Openreach in 2017.

11.3. Bus Service

CoYC is to launch a public consultation regarding proposed cuts to bus services in April 2016. Details will be posted on the village noticeboards as soon as they are received.

12. To notify the clerk of matters for inclusion on the agenda of the next meeting.

12.1. Bus service changes – further update.

12.2. Invasive species – further update.

12.3. SO/2016/03 – General Standing Orders – proposed adoption.

13. The clerk confirmed the date of the next monthly meeting as Monday 9th May 2016 when the Parish Council will elect it's officers for the year. This will be an open meeting but there will be no provision for public participation.

There being no further business the Chairman closed the meeting at 8:57pm thanking all for their attendance.

Appendix 1 – Balance at bank as at 31.03.2016

Date	Income/expenditure	Amount	Current account	Deposit account balance	Total
07.03.16	Balance brought forward		£ 1.52	£ 7,371.47	£ 7,372.99
04.03.16	Interest Received	£ 0.87		£ 0.87	
31.03.16	Transfer to current			-£ 542.00	
31.03.16	Transfer to current			-£ 25.00	
31.03.16	Transfer to current			-£ 155.02	
31.03.16	Receipts from deposit		£ 722.02		
31.03.16	Interim balance		£ 723.54	£ 6,650.32	£ 7,372.99
31.03.16	Clerk's salary		-£ 542.00		
31.03.16	Clerk's premises expenses		-£ 25.00		
31.03.16	Year end balances		£ 156.54	£ 6,650.32	£ 6,806.86

Appendix 2 – Balance at bank as at 11.04.2016

Date	Income/expenditure	Amount	Current account	Deposit account balance	Total
31.03.16	Year end balances forward		£ 156.54	£ 6,650.32	£ 6,806.86
01.04.16	Clerk's tel. & office exps.		-£ 155.02		
01.04.16	Balance forward		£ 1.52	£ 6,650.32	£ 6,651.84
11.04.16	YLCA Membership 2016		-£ 285.00		
11.04.16	LCR Subscription 2016		-£ 17.00		
11.04.16	AMMH Room Rent 15/16		-£ 220.00		
11.04.16	YLCA Clerk's induction day		-£ 115.00		
11.04.16	Transfer deposit to current			-£ 637.00	
11.04.16	Receipts from deposit		£ 637.00		
11.04.16	Balances forward to 09.05.16		£ 1.52	£ 6,013.32	£ 6,014.84