



# Acaster Malbis Parish Council

**Minutes of the meeting** of Acaster Malbis Parish Council held on **Monday 10 October 2016** at **7:30pm** in the Acaster Malbis Memorial Hall.

**Open Forum** – One member of the public attended the open forum. Mr Andrew Herrington of Ainsty Ales, Manor Farm wished to advise the Parish Council of his future plans for the brewery now that brewing has actually commenced. Items outlined included brewery tours in association with another company operating such tours, sale of products for consumption off the premises and a plan to create a tap room for consumption of products on the premises at an unspecified time in the future. There were some concerns raised by councillors that some of the activities mentioned might not be in accordance with current planning conditions regarding the nature and times of activities proposed. Mr Herrington stated that his intention in attending the meeting was to be open with the Parish Council and residents. He confirmed that he did not intend to operate other than in accordance with the conditions imposed on him (see planning approval 15/02620/FUL dated 18 March 2016) without seeking prior approval from the relevant authorities. Mr. Herrington left the meeting at 7:49pm.

The Chairman formally opened the meeting at 7:50pm.

Present: Councillor W G Taylor (Chairman).

Councillors: L Frost, P Harlington, B Hawkins, G Loney and D Walker

Councillor: J C Galvin (City of York Council - Ward Member)

Mr M G Davies - (Clerk)

## Minutes of the Meeting

1. **To receive apologies and approve reasons for absence.**  
Cllr.Loney presented apologies on behalf of Cllr.Smith who he reported was unable to attend.
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 12 September 2016 as a true and correct record.**

Acceptance of the minutes was proposed by Cllr. Harlington, seconded by Cllr. Walker and agreed unanimously.

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

### **4.1 Reports on recently held flood meetings.**

Cllr. Walker gave comprehensive reports on meetings held at The Ship Inn with local MP Julian Sturdy and on a meeting attended by EA flood warden Mrs Pamela Walker to discuss flooding issues. Much attention has been given to the flooding in central York last winter and it is hoped that the increased focus that has brought to bear on the subject may finally move long outstanding issues forward.

### **4.2 Update on invasive species control.**

Cllr. Walker reported that the Japanese knotweed is dying back and it thought this is due to the treatments applied rather than the approach of winter. Cllr. Walker is to continue to monitor the situation in the spring when any remaining plants will start to re-grow.

### **4.3 Update on application for grant from Mill Garth Park Residents Association.**

The Clerk had circulated a reply from the MGPRRA detailing how the £300 grant applied for had been calculated. The grant was approved unanimously by the eligible Councillors and the funds will be released on receipt of confirmation that the MGPRRA bank account is properly established.

### **4.4 Update on proposal to produce a Parish map.**

The Clerk confirmed that the price quoted included any fees due to Ordnance Survey for the basic map data and that the actual map was redrawn from scratch by the supplying company. The completed map is therefore the property of the Parish Council and can be copied and distributed freely at the Parish Council's discretion.

## **5. To consider the following planning applications(s):**

**5.1 16/02136/NOT** – Removal of telephone box adjacent Mill Cottage, Mill Lane.

No objection to cessation of telephone service. BT had reported that no calls had been made from the box for over two years. A proposal to purchase the redundant kiosk from BT and repurpose it to hold emergency defibrillator (AED) equipment was agreed subject to cost and practicality. Clerk to notify City of York Council of our intentions and make the necessary enquiries with BT and AED suppliers.

**5.2 16/02015/FUL** – Installation of a replacement foul drainage system for Brockett Court. No objections.

## **6. To receive the following planning decision(s) / information / updates:**

**6.1 16/01564/FUL** – Siting of additional caravans at Mount Pleasant Park. Application refused.

**6.2 16/01942/FUL** – Intake Grange, removal of condition 2 of permitted application. Application withdrawn.

6.3 **13/02884/FUL** – Further amendments to boundary wall at Mount Pleasant Park.  
Decision awaited.

6.4 **2016/0833/COU (Selby DC)** – Change of use of agricultural land to motocross track.  
Decision awaited.

7. Matters requested by councillors or clerk:

**7.1a To confirm circulation of a list of Local Council Documents & Policies with which the Parish Council must or should comply and to consider the purchase of “Arnold-Baker on Local Council Administration 10<sup>th</sup> ed.” Guide to local government law to assist in compliance.**

The Clerk confirmed having circulated a list of approximately 73 items with which the Parish Council must comply. The Clerk is to work through the list and update any procedures, policies and documents as needed. It is hoped this work will be completed before the meeting in January 2017 so that any resolutions necessary can be considered. The Clerk is to arrange purchase of the Arnold Baker publication at an approximate cost of £93.00 plus delivery.

**7.1b To propose that the clerk apply for membership of the Society of Local Council Clerks (SLCC).**

The Clerk reported that he did not consider membership of the SLCC to be essential but would make further enquiries and make a further report to the next meeting.

**7.2 To propose the dates of Parish Council meetings January to June 2017.**

The Clerk actually circulated a list of proposed meeting dates for the whole of 2017 for agreement and if accepted would check their availability with the Memorial Hall booking secretary circulating any amendments as needed. The final list of dates is to be posted in the Notices section of the Parish Council website and confirmed at the next meeting on 14 November 2016.

**7.3 To consider a further application for Transparency Fund grant aid in respect of ongoing compliance costs.**

This matter is to be carried forward to the next meeting.

**7.4 To receive a report on the YLCA meeting held on 6 October 2016**

This meeting at New Earswick Folk Hall was attended by Councillor Walker and the Clerk (standing in for Cllr. Frost).

**PCC** - Cllr. Walker reported that a presentation was given by Julia Mulligan, Police and Crime Commissioner for North Yorkshire, outlining her general progress in her role. She advised that a survey had been launched at [www.telljulia.com](http://www.telljulia.com) asking members of the public to make comments and suggestions. Changes to the policing structure in North Yorkshire had meant that some communities had lost their personal relationships with their PCSOs and she was hopeful this situation would be rectified. The public are encouraged to attend her regular “Meet Julia” surgeries to discuss any concerns regarding all aspects of policing in North Yorkshire.

**YLCA** – A number of topics were discussed. The YLCA receives about 80 enquiries a month from member councils most of which are dealt with in house. Where appropriate external advice is sought by YLCA at no cost to member councils.

Thirty two councils had already drawn funds from the Transparency Funding scheme. The scheme remains open and applications for further funding for the 2016-2017 financial year will be considered.

To comply with copyright law it was recommended that Parish Councils seek blanket

permission from their principal authority to copy and where appropriate circulate planning documents.

It was reported that City of York Council had received 2500 responses to the City of York Local Plan consultation process.

The dates of the YLCA meetings for 2017 were circulated (2<sup>nd</sup> February, 1<sup>st</sup> June and 5<sup>th</sup> October 2017)

**7.5 To consider formal training needs for councillors and clerk in 2017.**

Councillors Loney and Smith had expressed an interest in receiving formal training in dealing with planning applications. The Clerk is to contact YLCA to ascertain if any suitable courses are available in 2017.

**8. Financial matters:**

**8.1 To approve the following accounts for payment:**

There were none.

**8.2 To receive a bank reconciliation report.**

A report to the date of the meeting was circulated.

**8.3 To receive a budget / actual comparison to 30 September 2016**

Councillor Loney reported that expenditure to date was still in line with expectations.

**8.4 To consider the external auditors report on the Annual Return for the year ending 31<sup>st</sup> March 2016.**

This Report states "On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met." Signed by PKF Littlejohn LLP. The Clerk stated that a copy of the Annual Return had been placed on the notice board outside the Memorial Hall on 19 September 2016 and had remained there for the required period of fourteen days and that electors could obtain a copy for the cost of £3.25 or arrange to view the Return on application to him. The Return is of course also available to view on the Parish Council website.

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

Clerks and Councils Direct October 2016 was circulated.

**10. North Yorkshire Police local PCSO Crime reports.**

No report received.

**11. To consider matters raised with / by the Ward Member – Councillor J.C.Galvin.**

**11.1 Ward funding expenditure in Acaster Malbis – update.**

The new litter / dog waste bin is now in place at the Slipway. It is still planned to refurbish benches and plant fruits trees in due course.

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

No items other than those already mentioned elsewhere.

**13. To confirm the date of the next meeting as Monday 14 November 2016 at 7:30pm.**

There being no other business the Chairman closed the meeting at 9:08pm by thanking all for their attendance.

Chairman .....

Date .....