



# Acaster Malbis Parish Council

**Minutes of the meeting** of Acaster Malbis Parish Council held on **Monday 12 June 2017** at **7:30pm** in the Acaster Malbis Memorial Hall.

**Open Forum** – No members of the public attended to speak at the open forum. A Mr. Overton asked to observe the proceedings and remained for the duration of the meeting. The Chairman opened the meeting at 7:30pm.

Present: Councillor W G Taylor (Chairman).

Councillors: L Frost, P Harlington, G Loney, J Smith and D Walker.

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

Clerk: M G Davies.

## AGENDA

1. **To receive apologies and approve reasons for absence.**  
Apologies were received from Cllr. B Hawkins and the reasons noted.
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 Monday 8<sup>th</sup> May 2017 as a true and correct record.**  
Acceptance of the minutes was proposed by Cllr. Loney, seconded by Cllr. Smith and carried unanimously. The minute book entry was signed by the Chairman.

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

4.1 Village Emergency Plan – The plan is progressing well and a draft will be circulated to interested parties shortly.

4.2 Defibrillator Project – Slow if steady progress is being made. Details are awaited for the electrical connection RCD specification. The Parish Council are required, under the terms of the BT purchase agreement, to remove references to “telephone” from the kiosk. The wording is screen printed on door and two side panels and is proving almost impossible to remove. The options are to replace the glass (very costly) or to fix appropriately sized “Defibrillator” signs externally as appropriate. The occupier of the Old Post Office has asked the Parish Council to ensure that any signs are affixed in such a way as to not obscure his view of approaching traffic when exiting his driveway. The signs will be affixed to the top of the glass well out of driver’s line of sight. The Clerk is to contact appropriate suppliers for quotations.

4.3 Bus shelter drainage.

Progress is being complicated by the close proximity of telephone cables to the probable route of the proposed new drain. City of York Council has suggested a fee might be payable to carry out a feasibility study. Permission would also need to be sought from the IDB to discharge the surface water into the drain on the opposite side of the road.

4.4 Road Signs.

The damaged bridge height sign at the top of Hauling Lane has been repaired and new securing brackets fitted. The damaged direction sign at the junction of Mill Lane and Darling/Cowper Lanes is being considered for possible replacement with a new sign to match the one adjacent to the Pinfold subject to available funding.

4.5 AON insurance renewal.

The Clerk confirmed that AON insurance consider the telephone kiosk is covered under existing arrangements for “street furniture”. The defibrillator and it’s secure cabinet are covered to the value of £1700 for no additional premium.

4.6 Councillor email accounts and website.

Councillor Harlington repeated his recommendation, supported by the Clerk, that the Parish Council should migrate it’s website to a gov.uk web address and also create gov.uk email addresses for all Councillors. It was agreed unanimously that the Council should proceed with the recommendation.

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

**5.1 17/00339/FUL – The Birches, Beechlands. Erection of 1 no. dwelling.**

Following discussions it was agreed unanimously that the Parish Council should notify City of York Council that they have no objections to this application.

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

6.1 Update on outstanding applications and other general matters.

Pending applications at 14 Pheasant Way and Brockett Court are still awaiting decision. There is nothing new to report at Mount Pleasant Park regarding the boundary wall. An application has been received in respect of Whinny Hills but was incomplete and

therefore not validated. The complaint regarding 1 Bridge Cottages is still being investigated but the wall is thought to have been built on Highways land.

6.2 To consider adoption of new Parish Council Planning Committee Terms of Reference. The Terms of Reference, having been previously circulated for examination by Councillors were accepted unanimously by all present. They will be published as Standing Order SO/2017/01 dated 12 June 2017 on the Parish Council website.

**7. Matters requested by councillors or clerk:**

**7.1 Fly tipping.**

The Clerk outlined new procedures for dealing with fly tipping – Councillors and members of the public are asked to submit reports of fly tipping (with photographs if possible) to the Clerk or directly to City of York Council (with advice to the Clerk to avoid duplication).

**7.2 Acaster Malbis Memorial Hall Committee – Parish Council representation.**

Following Councillor Loney's decision to stand down from the role of Parish Council representative on the Memorial Hall Committee Councillor Frost offered to take over the role with immediate effect. The Clerk is to notify the AMMH Chairman and Secretary accordingly.

**8. Financial matters:**

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

Clerk's Salary & Premises Expenses Apr-Jun 17 (FP)	£ 579.22
Clerk's Other Expenses & Telephone Apr-Jun 17 (FP)	£ 43.00
WEL Medical – Defibrillator and Secure Cabinet (Cheque)	£1400.40

Approval of the financial matters was proposed by Cllr. Walker, seconded by Cllr. Harlington and approved by all present.

**8.2 To receive a bank reconciliation report to 12 June 2017**

The bank balances check sheet, having been previously circulated, was passed to Cllr. Loney for signature after the transactions have been processed by HSBC.

**8.3 To receive a budget / actual comparison to 31 May 2017**

Councillor Loney reported that with known overspends the budget to 12 June was in line with expectations.

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

There was none to distribute

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

There were no more reports to add to those circulated at the last meeting.

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

There were no matters which had not already been discussed with Councillor Galvin under earlier items.

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

There are a number of ongoing matters listed under item 4 which will be carried forward if appropriate.

13. To confirm the date of the next meeting as Monday 10 July 2017.

(Note that there will be no Parish Council Meeting in August 2017)

W G Taylor (Chairman) .....

Date of approval 10 July 2017