



# Acaster Malbis Parish Council

**Minutes of the meeting** of Acaster Malbis Parish Council held on **Monday 11 September 2017** at **7:30pm** in the Acaster Malbis Memorial Hall.

**Open Forum** – No members of the public attended to speak at the open forum. The Chairman therefore opened the meeting at 7:30pm.

Present: Councillor W G Taylor (Chairman).

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

Councillor: J C Galvin (City of York Council - Ward Member). (Arrived 7:46pm)

Clerk: M G Davies.

## MINUTES OF THE MEETING

1. **To receive apologies and approve reasons for absence.**  
All Councillors were present. Ward Councillor Galvin having advised the Chairman that he would arrive late joined the meeting at 7:46pm.
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. **3.1 To confirm the minutes of the meeting held on 10 July 2017 as a true and correct record.**  
**3.2 To confirm the minutes of two Planning Committee meetings held on 11 August 2017 and a further Planning Committee meeting held on 18 August 2017 as a true and correct record.**

Acceptance of all four draft minutes listed in paras.3.1 and 3.2 was proposed by Councillor Harlington, seconded by Councillor Hawkins and carried unanimously.

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

**4.1 Village Emergency Plan.**

The Clerk reported that the plan is progressing. Mrs Pamela Walker is to attend the meeting on 13<sup>th</sup> November 2017 to provide the latest updates.

**4.2 Defibrillator Project.**

The Clerk reported that the project is now fully operational. Bishopthorpe First Responders are attending the meeting on 9 October. All residents are invited to the open session at 7:30pm to hear their presentation of their work, equipment and how the village defibrillator will integrate with the emergency services and their volunteer supporters.

**4.3 Bus shelter drainage problems.**

This matter has been referred to Mr Steve Wragg at City of York Highways requesting suggestions for a possible solution. No response has been received to date.

**4.4 Forthcoming changes to Data Protection Regulations and related changes to procedures.**

The Clerk and Councillor Harlington advised that the new regulations relating to General Data Protection Regulation will be introduced in May 2018. The new regulations will have a major effect on the way Parish Councils and other organisations handle and control data. Whilst not yet compulsory Cllr. Harlington stated that it was highly desirable that the Parish Council move it's website from the current org.uk domain to a secure gov.uk domain and introduce gov.uk email addresses for Councillors and Clerk. This was agreed unanimously.

**4.5 Village map update to show defibrillator location.**

The location of the defibrillator has been added to the village map on the website and the new version circulated to all Councillors. The Clerk thanked Business Maps for having made the alteration free of charge.

**4.6 Fibre-optic broadband – latest update.**

The Clerk reported that monthly updates from SFWY are not forthcoming. It has not been possible to produce the report on the public meeting held with SFWY on 12<sup>th</sup> June as much of the information given was subsequently found to be incorrect. When progress was last reported in July the project was proceeding on schedule and there are no currently reported obstacles to the service being available to the majority of residents by June 2018 with some hopefully as early as December 2017.

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

There were none.

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

Councillor Smith gave information relating to the three applications that had been dealt with by the Planning Committee during the summer holidays. (The Hollies, The Laurels and Yorvale Ice Cream.) The Parish Council Planning Committee decisions relating to these have been previously minuted. (See para.3.2). Outstanding applications at Brockett Court (new drainage system), 14 Pheasant Way (retrospective garage) and 19 Pheasant Way (retrospective garage) have all been approved with conditions. The recently considered

application at The Hollies has also been approved. The matters regarding the Mount Pleasant boundary wall and Whinney Hills are ongoing.

**7. Matters requested by Councillors or Clerk:**

**7.1 AON Insurance brokers withdrawal from local councils market.**

The Clerk has now received a letter from BHIB, the brokers who are replacing AON Insurance, which clearly indicates that BHIB intend to provide exactly the same service as their predecessors. BHIB's involvement has been formally endorsed by NALC.

**7.2 Changes to Acaster Malbis Memorial Hall booking system and proposed meeting dates for 2018.**

The Clerk reported that the new booking system for the Memorial Hall is in place and he will attempt to input the proposed 2018 meeting dates as soon as possible.

**8. Financial matters:**

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

11.09.17. Mr V Whistlecraft – Verge Clearance Mar – Apr 2017.	£ 30.00
27.09.17. Clerk's salary and premises expenses Jul-Sep 2017.	£579.22
27.09.17. Clerk's <b>telephone</b> , stationery and other expenses.	£189.18
27.09.17. Clerk's SLCC Membership renewal fee.	£ 67.00

Cllr. Loney pointed out that the amount of £189.18 in respect of the Clerk's expenses did not actually include the amount for telephone costs which will need to be claimed in October. The line was amended to read "27.09.17 Clerk's stationery and other expenses £189.18"

Approval of financial matters was proposed by Cllr. Harlington, seconded by Cllr. Hawkins and agreed unanimously.

**8.2. To receive a bank reconciliation report to 11.09.17.**

A revised summary is to be circulated by email to correct the error noted in respect of telephone expenses

**8.3 To receive a budget vs actual expenditure comparison to date.**

Cllr. Loney reported that with the exception of previously reported non-budgeted expenditure income and receipts were on track.

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

CPRE Field Work Magazine, CPRE Country Voice and Clerk's and Councils Direct Sept. 2017 were circulated.

**10. North Yorkshire Police local PCSO Crime reports to 31 August 2017**

There was only one minor report relating to the theft of a strimmer from the sailing club premises on Acaster Lane.

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

**11.1 Flooding under Acaster Lane Bridge.**

Cllr. Walker reported that the gully under the bridge appeared to be blocked making the road impassable after heavy rainfall. Cllr Galvin had investigated but stated that City of York

only has one gulley wagon so the matter may take some time.

**11.2 General updates.**

Cllr. Galvin reported that a planning application had been received in respect of Whinney Hills but had not yet been validated.

12. **To notify the clerk of matters for inclusion on the agenda of the next meeting.**  
Only matters mentioned elsewhere.
13. **To confirm the date of the next meeting as Monday 9 October 2017.**

Please note that representatives of Bishopthorpe First Responders have been invited to the October meeting at 7:30pm to explain their work and demonstrate the training version of their CPAD equipment. All members of the public are invited to attend.

There being no further business the Chairman closed the meeting at 8:30pm by thanking all for attending.

W G Taylor (Chairman) .....

Date of approval 9 October 2017