



Acaster Malbis Parish Council

Minutes of the meeting of Acaster Malbis Parish Council held on **Monday 12 March 2018** 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 opened the meeting at 7:35pm.

Present: Councillor W G Taylor (Chairman).

Councillors: P Harlington, B Hawkins, G Loney, J Smith.

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

Clerk: M G Davies.

Minutes of the meeting

1. **To receive apologies and approve reasons for absence.**
Apologies were received from Cllrs. Frost and Walker 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 12 February 2018 as a true and correct record.**
Approval of the minutes was proposed by Cllr. Smith, seconded by Cllr Harlington and agreed by all members present.
4. **To receive information on the following ongoing issues and decide further action where necessary.**
 - 4.1 **Superfast broadband - interim update.**
The clerk confirmed that installation of cabinets 25 and 26 was progressing. SFWY advise these are still scheduled to be in service in Spring 2018. He and Mr. Tony Ives are to represent the village again at a second meeting with Julian Sturdy MP and Openreach on Friday 16th March 2018. It is thought likely that Openreach will keep to their declared plan to

not supply part of Mount Pleasant Park until 2020 or perhaps 2021 as part of their PON proposal. Alternative solutions are being sought from other suppliers. A public meeting will be held with Quickline.co.uk on 21st March. Hopefully a viable solution will be found. The proposed cabinet 30 to serve Lakeside and the bulk of Mount Pleasant Park is scheduled to be live Summer 2018 but currently only exists “on paper”.

4.2 GDPR - progress report from Cllr Harlington, Data Protection Officer.

Cllr Harlington reported that plans are progressing well. The Parish Council intends to avoid the processing of any data that would rely upon “consent” as the lawful basis for processing. To this end Cllr Harlington asked that the council resolve “That we continue to use the Parish Council website as the sole means of communicating with the general public”. As DPO he considers this action is lawful, specific and manageable. Acceptance of the resolution was proposed by Cllr Hawkins, seconded by Cllr Smith and carried unanimously. It was further resolved that an additional paragraph be added to the SO/2017/01 - Planning Committee Terms of Reference to ensure compliance with the GDPR requirements.

4.3 Riverside litter pick 14 April 2018 - start time 14:00hrs at Swing Bridge.

The clerk confirmed the above start time and is to email Cllrs Frost and Walker as neither was present.

4.4 Bus shelter drain - new gully to be installed by CoYC early in next financial year.

Ward Councillor Galvin confirmed that this work is scheduled and will involve the outlet pipe being laid across the road to discharge into the existing ditch.

4.5 Fly tipping signs.

This matter was deferred until the next meeting.

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

The clerk confirmed there were no new applications at the date of issue of the agenda. (The application at 20 Lakeside will be considered at a Planning Committee meeting on Friday 16 March 2018).

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

Cllr Smith reported the following updates.

6.1 17/00342/FUL - Whinney Hills.

Application refused.

6.2 17/02986/FUL - 27 The Willows.

Application approved.

6.3 18/00027/FUL - 33 The Willows.

Application approved.

6.4 General update of other outstanding matters - Mount Pleasant Park boundary wall.

Matter still pending.

7. Matters requested by councillors or clerk:

7.1 Clerk’s working hours.

This matter was deferred until the next meeting.

7.2 Upcoming vacancy for councillor.

Councillor Loney signalled his intention to retire before the May meeting after five years as a Parish Councillor.

A formal notice of vacancy will be published in due course.
Interested parties should contact the clerk for further information.

7.3 John Knowles and John Kettlewell Charity - appointment of trustees.

Mr Tim Pumffrey is to stand down as a trustee of the above charity after 18 years of service. Mrs Dawn Hall and Mrs Vicki Joughin were proposed by the charity as suitable replacements. The Hon. Secretary of the charity had advised the Parish Council that a further trustee was likely to stand down in the near future. As the nominees were not well known to the Parish Councillors it was agreed that both be approved and the charity's remaining three trustees be allowed to select in which order their recommended nominees

7.4 Purchase of lockable filing cabinet.

The clerk advised that the forthcoming GDPR regulations would necessitate the purchase of a lockable filing cabinet for the safe storage of Parish Council files at the clerk's home. The clerk is to obtain prices for a suitable cabinet.

8. Financial matters:

8.1 To approve the following accounts for payment:

12.03.18 - Clerk's salary and office Jan-Mar 18	£579.22
12.03.18 - Clerks office exps and telephone Jan-Mar 18	£ 18.00
12.03.18 - Advanced Computer Systems Website & email hosting	£150.00

Approval of the payments was proposed by Cllr Smith, seconded by Cllr Harlington and carried unanimously. The bank control sheet was signed and passed and passed to Cllr Loney for counter signature when the transactions have been processed.

8.2 To receive a bank reconciliation report to 12 March 2018.

The bank reconciliation sheet had been circulated by email as usual.

8.3 To receive a budget / actual comparison to 28 February 2018.

Cllr Loney reported that with the exception of matters reported previously receipts and payments were as expected.

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

None received at date of issue of agenda.

10. North Yorkshire Police local PCSO Crime reports.

A report was received that premises on a local farm had been broken into and money and a computer stolen.

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

Reinstatement of Mill Lane verge adjacent to the Pinfold by Openreach.

Cllr Galvin reported that some reinstatement work had been done but was not to an acceptable standard. CoYC highways are to ask Openreach to carry out further work.

Cllr Galvin also reported that one of the fruit trees planted near the entrance to Lakeside had been damaged and would be replaced in due course.

12. **To notify the clerk of matters for inclusion on the agenda of the next meeting.**
GDPR progress update.
13. **To confirm the date of the next Parish Council meeting as Monday 9 April 2018.**
14. **To confirm that the Annual Meeting of The Parish will take place on Monday 19 March 2018 at 7:30pm. All residents are welcome.**

W.G.Taylor - Chairman Date of approval 9 April 2018