

The Minutes of the **Annual Parish Meeting of the Parish of Acaster Malbis**
held on Monday, 19th March 2018, at the Memorial Hall, Mill Lane, Acaster Malbis
commencing at 7.30 pm.

Present: Councillor W G Taylor (Chairman)

Councillor John C Galvin (Ward Member – City of York Council)

Mesdames – E Ellis, M Hall, J Pumffrey, D Taylor and P Walker.

Messrs – C Asquith, G Blease, D Ellis, G Hall, J Hall, T Pumffrey and H Taylor.

Parish Councillors – Councillors L Frost, P Harlington, B Hawkins and J Smith

M G Davies (Clerk)

1). Welcome and Introduction: The Chairman opened the meeting at 7:34pm by welcoming everybody and introducing the members of the Parish Council.

2). Minutes of the last Annual Parish Meeting: held on 20 March 2017, were read by the Clerk and agreed unanimously on the proposal of Mr T Pumffrey. The minute book was therefore signed by the Chairman.

3). Matters Arising:

There were none.

4). Chairman's Report on the Work of the Parish Council: Councillor Taylor reported that the Parish Council had met on the usual ten occasions and the Planning Committee had met an additional three times. The Planning Committee only meets when deadlines for planning comments cannot be met at scheduled meetings of the full Parish Council. Members of the public attended the open forum at the start of three Parish Council meetings to raise matters of concern. Matters submitted by email are also discussed if members of the public are unable to attend.

Planning related matters: It was another fairly quiet year for planning mostly involving small household extensions or garages. The chairman thanked Cllr Smith for her work in acting as planning coordinator during the year.

During the year we have had to look at and comment upon 2 applications for garages at Mount Pleasant Park and 2 applications for wheelchair lift access solutions also at Mount Pleasant. One application for demolition of existing building and erection of a replacement, erection of a new production building at Yorvale and three household extension applications of various sizes.

Two planning matters were pending from last year's report, firstly the boundary wall at Mount Pleasant which is still ongoing and secondly the appearance of caravans and other structures at Whinney Hills. A formal application for this has since been received after some difficulties in validation the application and a delay caused by the illness of the applicant. The application has since been refused by City of York Council planning committee at their meeting in February 2018.

Crime Figures: Following reorganisation of local policing monthly crime reports are now issued by an administrative assistant rather than a local PCSO. Policing of the area is now carried out by a "team". There was little substantial to report other than small scale thefts of diesel, a break in at local business premises where a laptop and cash were taken and a break in at the yacht club located at the old swing bridge. Acaster Malbis remains largely crime free.

Projects, Grants and other matters:

(i) Superfast Broadband

This long-standing matter continues to appear on every Parish Council agenda. Two fibre cabinets have now been installed, a third and fourth are currently planned but none can become operational until the fibre optic spine from Dringhouses telephone exchange is laid to the village. The sourcing and installation of power supplies is also proving to be a problem.

Openreach claim that an area of Mount Pleasant Park cannot be served from the three cabinets originally proposed and a "PON" solution using a fourth cabinet might take until 2020 or 2021 to implement. Two representatives of City of York Council attended a public meeting in January 2018 and introduced a representative of a company called Quickline UK who proposed a specialised broadband solution that does not involve use of conventional landlines. If sufficient interest is shown then this plan might become a reality. It was thought that sufficient people showed interest for Quickline to start a feasibility study. Quickline in association with City of York Council have arranged a meeting for

interested parties at Mount Pleasant Community Centre at 7pm on Wednesday 21st March 2018 at 7pm.

The latest "live dates" claimed for fibre are "Spring 2018" for cabinet 26 (Pinfold, serving Mill Lane area) and cabinet 25 (Intake Lane, serving a small part of Westfield). "Summer 2018" for cabinet R7 (now renamed cabinet 30) to serve Lakeside and part of Mount Pleasant. The remainder of Mount Pleasant will need to wait for either the Openreach PON solution or any alternative that becomes available from Quickline or other suppliers.

There have been several meetings between Julian Sturdy MP, Openreach and village representatives but progress continues to be extremely slow. Openreach declined an invitation to attend a public meeting at Askham Bryan College held on 4th January 2018 but have attended two non-public meetings since.

(ii) Noticeboard in the Mount Pleasant Bus Shelter & Blocked Gullies Intake Lane and Hauling Lane.

The new Parish Council noticeboard was installed and is working well. The previous board is still well used. There are ongoing problems caused by the roadside gully immediately outside the bus shelter which is almost permanently blocked leading to the bus shelter, it's occupants and the noticeboards being regularly drenched in bad weather. The Parish Council have received confirmation from City of York Council that funding will be available early in the 2018-2019 financial year to renew the gully and outlet pipe to finally resolve the problem. When the repairs are completed it will be possible to assess any damage to the bus shelter and noticeboards and effect the necessary repairs.

The standing water which collects outside The Ship Inn is also caused by a collapsed gully outlet pipe and work is also planned by CoYC in 2018-2019 to divert the outlet to an alternative pipe which is in good condition.

(iii) Riverbank Clean Up

Bishopthorpe Scouts have again been asked to carry out the project in 2018 and this work is planned for Saturday 14 April subject to suitable weather. A donation of £200.00 will be given to the Scouts as usual. The Parish Council continues to monitor invasive species including Himalayan Balsam and Japanese Knotweed near the slipway and weir.

(iv) Former telephone box and defibrillator equipment.

The equipment is fully installed, working and registered with Yorkshire Ambulance Service. The location has been added to the village map that is available on the Parish Council website. Bishopthorpe Responders attended the Parish Council meeting in October 2017 to demonstrate their equipment and explain the system. Three residents attended the meeting but only one specifically to hear the presentation.

(v) Other matters.

Fly tipping continues to be a problem; councillors and residents are asked to report incidents directly to City of York Council (ideally supported by photographs). Please also advise the clerk of reports to avoid duplication.

Damaged road sign at junction of Mill/Darling/Cowper Lane. This sign has been replaced and funded by Cllr John Galvin utilising ward funding monies. It has been relocated to the Mill Lane side of the junction to avoid future damage caused by hedge cutting and vehicles.

Lime Trees on Mill Lane. These were reported to be dropping branches frequently, City of York Council confirmed they were due for routine inspection in 2017 but no serious problems were found. CoYC are to clear spring growth from the trunks at the appropriate time in 2018 and will remove any obviously dead branches.

GDPR - Major changes to Data Protection Law are due in May 2018 and the Parish Council wish to thank Cllr Pat Harlington for undertaking a considerable amount of hard work in preparing and implementing the necessary procedures to ensure compliance. Pat already serves as the Parish Council's webmaster dealing with matters relating to Transparency Regulations and has also volunteered to serve as the GDPR Data Protection Officer (DPO). Pat will say more on the subject under agenda item 9.

Village Emergency Plan. Mrs Pamela Walker will report on this topic under agenda item 7.

(vi) Conclusion

The Chairman concluded his report by advising that as a result of another year of good budgeting and financial control the Parish Council Precept for 2018/2019 would, yet again, be unchanged at £2774.00. (*Clerk's note – the level of precept for 2018-2019 was discussed and approved at the Parish Council meeting on 8 January 2018 and recorded in the minute book accordingly.*) The chairman ended his report by asking that questions be saved until the Open Forum at the end of the meeting.

5) Accounts:

(i) Parish Council for the Year Ended 31 March 2017: - Copies of the Receipts and Payments for the year were circulated to those present. The Chairman gave a brief explanation of the 'Receipts' and 'Payments' figures. Mr D Ellis queried the increase in expenditure when compared with the previous year 2016. The clerk advised that the detailed accounts were not to hand and that he would formally respond by email after the meeting. Mrs P Walker proposed and Mr. T Pumffrey seconded that these accounts be accepted.

(ii) The Knowles Educational Foundation: - Mr. J Hall reported as below:

The Accounts for The Knowles Educational Foundation for the year ending 2017 are as follows:

The income from investments provided a total of £3293 which after the deduction of management expenses of £878 left £2415 available for grant applications.

The breakdown of management expenses is clearly shown in the accounts and the only appreciable difference from the previous year is the additional cost of the Legal Entity Identifier which is now a compulsory requirement for organisations such as Charities.

The sum of £1845 was awarded to cover various grant applications and the surplus for the year was £1,010. I must comment that I am slightly disheartened to report that not one application for books was received throughout the year but maybe this is just a sign of the times.

The Balance Sheet shows the Trust's capital investments together with the balance of the bank accounts.

The accumulated Capital for the year 2017 was £57,248.

Once again, Mr Hall thanked Mr David Walkden for providing an independent examination of the year's accounts.

In conclusion, he informed the meeting that the term of office of two trustees has expired. The two Trustees, Murray Addison and James Hall are both willing to stand for re-election. The Trusteeships of the Acaster Malbis appointed Trustees are appointed by the Parish Meeting every 3 years and Mr Hall asked the meeting to consider their re-election. This was approved unanimously.

(iii) The John Knowles and John Kettlewell Charity: - Mr. T Pumffrey presented the Accounts for the Year Ended 31 December 2017. Mr. Pumffrey firstly stated that he would be formally retiring at the end of his presentation. Mr. Pumffrey reported, as usual, that this was a small but not insignificant charity as far as the village is concerned. Grants are always favourably received and the charity always has more people that they would like to give to than money available. The Charity had a net income of £260 in the year and awards totalling £170 were given to recipients. He thanked Mr. Bob Nicholls for auditing the accounts, and Mrs Raimes who acts as treasurer and secretary. Mrs Raimes, Mrs Oldroyd and Mr. Smith are willing to stand again for the coming year although one may also retire in the near future and as usual sought the meeting's approval. It is the responsibility of the Parish Council (rather than the Parish Meeting) to confirm Trustee appointments. The Parish Council had been asked to consider two candidates for the one vacancy arising from Mr Pumffrey's retirement, Mrs Dawn Hall and Mrs Vicki Joughin. The Parish Council had resolved that as they did not have sufficient information to choose one candidate over the other and both were equally acceptable to the remaining Trustees they would approve both allowing the charity to appoint one immediately and hold the other available to full the next vacancy arising. Approval of the Trustees remaining was granted unconditionally. This course of action was accepted by the meeting on the proposal of Mrs P Walker, seconded by Mr J Hall and agreed by all present.

6) City of York Council – Ward Member: Cllr John Galvin - The Chairman, as usual, took the opportunity to thank Councillor John Galvin for all the work he carries out for the Parish Council with CoYC.

Cllr. Galvin advised that the planning application for the "encampment" at Whinny Hills had been refused by a City of York planning committee in February 2018. The applicants have a right of appeal and if an appeal is lodged there will be a further delay in clearing the site should the appeal be refused. Cllr Galvin confirmed that the gully on Intake Lane is to be renewed and the plan is for a new discharge pipe to run across the road to discharge into the existing ditch. There is a problem with water collecting under the old railway bridge on Acaster Lane and this is currently being investigated. Forty eight fruit trees were planted within the Bishopthorpe Ward area last year. One planted near Lakeside was reported last year as having been broken and is to be replaced with a bush or shrub. The new dog waste / litter dual purpose bin by the entrance to the slipway has been installed and is being well used. Fly tipping continues to be a problem in the area and incidents should be reported to CoYC and the Parish Council clerk. The York Local Plan has almost been completed and is to be submitted to central government before the final deadline.

7) Acaster Malbis – Village emergency plan: Mrs. Pamela Walker – EA Volunteer Flood Warden and lead contact of the Village Emergency Team.

Mrs. Walker reported as follows

"Acaster Malbis Emergency Plan is now in place

Copies are held by: York Council Emergency Planning dept.

Environment Agency

Police Control Room

Fire & Rescue Service Control Room

Yorkshire Ambulance Service (YAS) Control Room

Within the village we have the **Community Emergency Team** consisting of:
Pamela Walker as lead contact
Mike Burt as Deputy
Matt Davies as Parish Council Liaison
Peter Burt with First Aid skills

Mrs Walker thanked all the residents and local farmers who have registered as emergency volunteers and we hope never to have to call on you!

Our main risk is:

1) **Flooding** but other events that could activate the plan include:

2) **Severe snow** (a little close to home lately!)

3) **Prolonged Power Failure**. After the recent power cuts mainly affecting the Moor End area and Mill Lane up to no. 41 and Port Lodge on the river side of the road Pamela has been in contact with Northern Power Grid.

*Please be aware of elderly or vulnerable neighbours who may need assistance and if you only have cordless phones which charge from a base station, they will not work in a power cut. A cheap, simple, plug in handset is useful if you are expecting calls on the landline.

An information sheet entitled: "**Flooding and Other Emergencies**" was delivered to all households and outlying farms in November 2017. This has information and contact details for the emergency team and also the flood wardens.

If you have not received a copy or have recently moved into the village I have some spares with me.

If anyone has any flood or emergency plan questions I am happy to be contacted or please ask me at end of meeting."

8) Update on Superfast Broadband: – Further to the Parish Council Chairman's report on this topic the clerk reported as follows. Progress continues to be slow and Julian Sturdy MP continues to work with Openreach, Superfast West Yorkshire & York as well as representatives of Acaster Malbis, Askham Bryan and Askham Richard all of whom are still awaiting access to fibre services.

9) General Data Protection Regulation - Cllr Pat Harlington - Parish Council Webmaster and Data Protection Officer. - Cllr Harlington provided a brief but comprehensive report on progress towards the Parish Council being compliant with the new regulations when they become law (currently 25 May 2018). Mainly we are proceeding on the basis that no "consent" is required for any Parish Council activities. Personal details relating to planning applications will be retained only until such time as the application is approved or otherwise dealt with after which the data will be deleted. Cllr Harlington circulated a document "Keep In Touch" which clearly defines the Council's approach to and formal protocols to maintain compliance with GDPR. This document will be updated if and when regulations change and can be found in the "Notices" section of the Parish Council website <https://acastermalbis-pc.gov.uk/notices/>

10) Open Forum – A resident raised two questions, the first regarding accounts expenditure and the second asking if the phone box defibrillator is checked regularly. The clerk offered to email details of the accounts expenditure and also confirmed that the defibrillator is checked regularly, often as many as three times a week. The cabinet and defibrillator itself are both self-monitoring and a routine check takes under one minute. Any faults noted will be reported to Yorkshire Ambulance Service immediately but the installation is purpose built to be wholly reliable over extended periods of time.

Another resident expressed concerns over the speed at which very large farm vehicles sometimes travel along Mill Lane. Concerns regarding speeding should be reported to the police on 101. The situation will be monitored.

A third resident raised two concerns, firstly regarding the amount of litter on the verges on Appleton Road and the second regarding the persistent flooding under the Acaster Lane railway bridge. The Parish Council working with the Ward Councillor utilises the services of Brunswick Nursery to remove small amounts of rubbish but they cannot work on Appleton Road owing to the high speed of passing traffic. Councillor Galvin had previously commented that the area under the railway bridge had always flooded but some residents felt the problem had become worse over recent years with standing water not draining away as readily as in previous years. CoYC drainage engineers are to investigate the cause of the problem as the water needs to be pumped away regularly at considerable expense.

The Chairman **closed** the meeting at 8:52pm and thanked all, particularly the speakers, for giving up their time to attend.

It should be noted that these are draft minutes and will remain so until approved at the next Annual Meeting of the Parish in March 2019. Any comments should be submitted to the Parish Council Clerk by email parish.clerk@acastermalbis-pc.gov.uk, via the contact form on the Parish Council website <https://acastermalbis-pc.gov.uk> or by telephone 01904 702131.