



# Acaster Malbis Parish Council

**Minutes of the meeting** of Acaster Malbis Parish Council held on **Monday 9 July 2018** at **7:30pm** in the Acaster Malbis Memorial Hall.

**Open Forum** – No members of the public attended.

The Chairman opened the meeting at 7:31pm.

Present: Councillor W G Taylor (Chairman).

Councillors: L Frost, P Harlington, R Jones, J Smith, D Walker.

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

Clerk: M G Davies.

## Minutes

1. **To receive apologies and approve reasons for absence.**  
Apologies were received from Cllr Hawkins and the reason for absence noted and approved.
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 11 June 2018 as a true and correct record.**  
Approval 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 **Intake Lane bus shelter condition and adjacent gully update.**
  - 4.2 **Telephone kiosk cleaning and maintenance.**

The clerk reported that now the blocked gully adjacent to the bus shelter has been renewed there is a need to cut back ivy and other vegetation encroaching on the structure and give the shelter a thorough clean. The former telephone kiosk housing the village defibrillator is in need of similar attention. The clerk is to seek volunteers from the community to assist in this perhaps through the resident's associations or other community groups. The Pinfold is also full of weeds and the clerk is, as previously, to ask Brunswick Organic Nursery (BON) to undertake this work.

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

There were no new applications.

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

Cllr Smith advised that the application at the Carpet and Bed Warehouse was still awaiting a decision. The previously refused application at The Laurels has been resubmitted with revised proposals. The Parish Council will review it's previous comments and comment again if appropriate. There is no further progress on the outstanding matters at Whinney Hills and the Mount Pleasant Park boundary wall.

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

**7.1 To Receive Reports from Councillors who have attended training events and meetings of outside bodies.**

There were no new meeting reports.

**7.2 To consider and approve the adoption of the latest version of NALC model Standing Orders.**

**7.3 To consider and approve the adoption of the latest version of NALC model Financial Regulations.**

**7.4 To consider and approve the adoption of the latest version of NALC model Code of Conduct.**

After discussion it was agreed unanimously to adopt the revised NALC Model documents following suitable modification. It was pointed out by Cllr Harlington that there was a specific requirement to state who would deputise in the event that the clerk was not able to perform their duties. It was agreed that the Vice Chairman should undertake this role supported by other councillors if necessary.

Cllr Harlington also advised that Draft Minutes published on the PC website should be marked as such pending formal approval at the next available meeting.

**7.5 To review the slipway rent.**

Following discussion it was agreed to increase the annual rent for the years 2019-2021 inclusive to £2800.00. The clerk is to notify the leaseholder and also ask for a copy of the leaseholders Public Liability Insurance to be sent upon renewal in August 2018.

**7.6 To consider and approve the Parish Council meeting dates for 2019.**

The dates previously circulated were agreed. The clerk is to ask that the AMMH booking system be updated appropriately. The dates will be published in the Notices section of the Parish Council website and forwarded to The Link correspondent.

**8. Financial matters:**

8.1. **To approve the following accounts for payment and authorise matching transfer of £75.00 from deposit to current account.**

10.07.18 - DP Walkden - Internal Audit Fee £75.00

Approval of the payments was proposed by Cllr Walker, seconded by Cllr Taylor and approved by all.

8.2. **To receive a bank reconciliation report to 09 July 2018.**

8.3 **To receive a budget / actual comparison to 31 July 2018.**

The reports at 8.2 and 8.3 had been circulated by emails and acknowledged by all present.

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

Clerks & Councils Direct was passed out for circulation.

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

The monthly report had been previously circulated by email.

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

There was little to report that had not already been mentioned elsewhere. Cllr Walker advised that City of York drainage engineers had carried out follow-up work on the gully and drains under the old railway bridge on Acaster Lane to remove accumulated roots from the pipework. This should further help the system to cope with future heavy rainfall.

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

Other than those arising from the meeting itself Cllr Smith advised that she had agreed to undertake the task of reviewing the clerk's contract of employment and establishing a regular review of the clerk's role and remuneration. Cllr Jones was asked and agreed to assist in this matter. It is hoped to complete this work by the September meeting.

13. **To confirm the date of the next meeting as Monday 10 September 2018.**

**As usual the Parish Council does not meet in August.**

There being no further business the Chairman closed the meeting at 8:46pm by thanking all for attending.

W G Taylor (Chairman) .....

Date of approval 10 September 2018