



Acaster Malbis Parish Council

Minutes of the meeting of Acaster Malbis Parish Council held on **Monday 12 November 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, B Hawkins, 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.**
All members were present.
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 8 October 2018 as a true and correct record.**
Confirmation of the minutes was proposed by Cllr J Smith, seconded by Cllr B Hawkins and approved unanimously.
4. **To receive information on the following ongoing issues and decide further action where necessary.**
4.1 Bus shelter, defibrillator kiosk and verge maintenance on Intake Lane - update.
The clerk reported that the lighting system in the defibrillator kiosk had been opened and cleaned. The clerk is still to seek volunteers to tidy the bus shelter and Intake Lane verge.

4.2 Superfast broadband.

The clerk reported that:

Cabinet 26 on Mill Lane had apparently been opened for accepting orders. No formal advice from Openreach seems to have been issued despite a commitment made by Openreach to Julian Sturdy MP to advise immediately this cabinet was live.

It is becoming apparent that some homes in the Moor End area of the village have not been connected to cabinet 26 as previously advised by Superfast West Yorkshire and York. Queries have been raised with Digital York.

Cabinet 30 - location still not disclosed by Openreach. A report has been received that this cabinet currently promised by Openreach to be "live" by March 2019 may not in fact be in full service until December 2019. The clerk is to email Digital York to ask Openreach to comment as this report is wholly inconsistent with timescales quoted at meetings with Julian Sturdy MP.

4.3 Website update progress.

Cllr Harlington reported that the website update processes are virtually completed. The clerk still has one policy document to convert to the Parish Council style for upload.

4.4 To approve Clerk's revised contract of employment and associated policy documents.

The revised contract together with supporting policy documents had been circulated by email. Acceptance of the contract and policy documents were accepted unanimously and the contract signed by the clerk and chairman. The clerk is to be given an annual appraisal and performance review by two councillors with the first such review planned during December 2018. Cllr Smith thanked Cllr Jones and particularly his HR Manager for their assistance in forming the contract and some of the policies

5. To consider the following new planning applications:

There were no new applications.

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

Cllr J Smith gave an update on outstanding matters.

Applications at The Laurels and 61 Mill Lane have been approved.

The application at Elverbredde has been refused.

Applications at 5, Lilac Avenue, The Bungalow, Intake Lane, The Carpet and Bed Warehouse, Acaster Lane and Southmoor, Mill Lane are all still pending.

7. Matters requested by councillors or clerk:

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

7.1.1. The clerk reported that he had attended an Emergency Planning speed training session held at West Offices on 18 October 2018.

The training took the form of several short presentations by Local Authorities, The Police, The British Red Cross, Counter Terrorism Unit and The Environment Agency. Whilst very useful several delegates commented that the sessions were slightly too short and did allow for detailed questioning of the presenters.

8. **Financial matters:**

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

13.11.18 - Transfer from deposit to current account	£184.80
14.11.18 - ACS invoice 2831 for email and website services.	£184.80

Approval of the financial matters was proposed by Cllr Walker and seconded by Cllr Hawkins and agreed by all.

8.2. **To receive a bank reconciliation report to 12 November 2018.**

8.3 **To receive a budget / actual comparison to 30 November 2018.**

The bank reconciliation and budget reports had been circulated by email as usual.

8.4 **To receive an initial draft budget for financial year 2019-2020.**

The clerk circulated an early draft of the 2019-2020 budget. Planned expenditure exceeds income and a decision will be needed in January 2019 to either increase the precept or further reduce the council's cash reserves.

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

The clerk circulated Clerks and Councils Direct for November 2018.

10. **North Yorkshire Police local PCSO Crime reports to 31 October 2018.**

The crime report had been circulated by email. Cllr Jones reported that following the theft of an item of machinery from his garden the police had not been willing to attend to investigate.

10.1 **To consider inviting representatives of North Yorkshire Police to the Annual Meeting of the Parish on Monday 18 March 2019.**

It was agreed to invite Inspector Lee Pointon or his nominated representative to attend and speak on the topic of community policing changes.

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

Cllr Galvin had nothing to report not covered elsewhere.

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

12.1 **Tree Preservation Orders - update and review.**

Cllr Jones has completed the update and reorganisation of the TPOs, it was agreed that no further action is needed on this topic for the time being.

12.2 **Report on the clerk's staff appraisal.**

13. **To confirm the date of the next meeting as Monday 14 January 2019 at 7:30pm.**

(The Parish Council does not meet in December).

There being no further business the Chairman closed the meeting at 8:37pm by thanking all for attending.

W G Taylor (Chairman)..... Date of approval 14 January 2019