



# Acaster Malbis Parish Council

**Minutes of the meeting of Acaster Malbis Parish Council held on Monday 14 October 2019 at 7:30pm in the Acaster Malbis Memorial Hall.**

**Open Forum** – One local member of the public attended.

The Chairman opened the meeting at 7:33pm.

Present: Councillor W G Taylor (Chairman).

Councillors: C Booth, P Harlington, B Hawkins, R Jones, J Smith, D Walker.

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

Clerk: M G Davies.

The Chairman opened the meeting at 7:30pm by inviting the member of the public to speak during the period set aside for the public to address the meeting.

**Open Forum:** A member of the public attended to complain about the presence of six caravans in a field off Hauling Lane outside the boundaries of the adjacent caravan site which the person thought was a breach of planning rules and of the draft green belt within the village. Cllr Taylor stated that the caravans had only been moved there when the riverside pitches were about to flood. The caravan site was fully occupied as there was a wedding taking place in the village and the incident coincided with the York Balloon Festival. Cllr Taylor stated that the caravans would be returned to their usual location as soon as the riverside pitches were safe to use. Ward Cllr Galvin stated that planning consent is only required if temporary use of land exceeds 28 days within a calendar year. Cllr Taylor stated that he was aware of the legislation and that the use was only as a result of an emergency. He further stated that a formal application for planning consent would be made if future flooding made the use of the land concerned necessary for more than 28 days.

The complainant asked if the Parish Council could write to the landowner (Cllr Taylor) to formalise the complaint. *(Clerk's note: The Parish Council has no powers to deal with planning complaints which fall within the remit of City of York Council Planning Enforcement department. Any such letter written to the landowner would have no legal effect and would simply be a request for cooperation).*

The member of the public left the meeting at 7:38pm

# 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 9 September 2019 as a true and correct record.**

Acceptance of the minutes was proposed by Cllr Walker, seconded by Cllr Booth and agreed by all.

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

**4.1 To receive feedback from the VE Day 75<sup>th</sup> Anniversary 8 - 10 May meeting held Monday 30 September 2019.**

Cllr Jones confirmed that the initial meeting had been attended by about 30 people and sufficient persons had offered to serve on the committee to formally move the project forward. The principal events are intended to be held on Friday 8 May 2020 following on shortly after the usual bank holiday coffee morning which ends at 11:30am. No events are currently planned for Saturday 9 May but it is hoped that Holy Trinity Church and the Methodist Chapel will arrange appropriate services, bell ringing etc. on Sunday 10 May. The clerk asked that any request for funding be made early to allow for proper budgetary provision to be made by the Parish Council. Cllr Jones will update the Parish Council as the project progresses.

**4.2 To receive a report on the transfer of the 21 bus service to a new operator particularly in relation to diversion procedures in the event of road closure owing to flooding.**

The Flood Warden had reported to the clerk that the new bus had been seen driving through flood water at The Ship Inn, when contacted the bus company advised that during the tender process they had never been advised that the route was subject to periodic flooding. They therefore had no diversion procedures in place. The Flood Warden confirmed that York Pullman has now been properly briefed as to when and how to divert the buses. The Flood Warden will update the village emergency plan with the new bus operator's details.

**4.3 To provide an update on website accessibility regulations.**

Cllr Harlington outlined the effects of the new regulations and the need to ensure accessibility. The Parish Council is to publish a statement confirming its intention to provide

appropriate access but until such time as difficulties are reported the nature of any changes required may be unknown. The Parish Council unanimously approved the publication of such a statement at the earliest practicable time. *(Clerk's note: The Web Accessibility Statement was uploaded to the Notices section of the website on 24 October 2019 and a copy attached as Appendix 1 to these minutes.)*

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

There were no new applications to consider.

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

Cllr Smith reported that an extension of time had been agreed in respect of the application at The Carpet and Bed Warehouse, Acaster Lane. Applications at 28 Lakeside and Beechlands Farm are still awaiting decision. The matters at Whinney Hills and Mount Pleasant are still pending as is the appeal in respect of Elverbredde, Mill Lane.

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 Report on YLCA meeting held at Huntington Thursday 3 October 2019.**

Cllr Walker gave a brief report of the main points of this meeting. Progress on the ring-road roundabout upgrades is progressing but funding for the actual dualling is still not available. There are issues in respect of land purchase for the Monks Cross roundabouts. Plans have been submitted for a Roman Centre to be built in the area of Rougier Street. The project is to be a Roman version of the Viking Centre. The dates for the 2020 meetings will be 6 February, 4 June and 1 October 2020 all to be held at Huntington Community Centre. It was reported that the Charter between City of York Council and Local (Parish and Town) Councils had not been reviewed since it was signed in 2016 and many Parish Councils were not aware of it. YLCA is to request a liaison meeting with City of York with a view to the charter being reviewed and updated.

**7.2 To note and approve the dates for Parish Council meetings in 2020 and note provisional dates for meetings in 2021.**

The dates for 2020 and 2021 had been circulated by email and were agreed. The clerk confirmed that the dates had also been circulated to City of York Council, Acaster Malbis Memorial Hall and the Link coordinator. The 2020 dates will be published immediately on the Parish Council website.

**7.3 To note receipt of a formal DMMO ref 199810 from CoYC in respect of a footpath between Naburn and Acaster Malbis and to agree if a formal response is required. (Clerk's Note - DMMO = Definitive Map Modification Order).**

The clerk reported receipt of this proposed order from City of York. The only additional footpaths / rights of way involved appear to be the slipways for the long-redundant chain ferry between Acaster Malbis and Naburn. It was agreed that the Parish Council would not submit comments.

**8. Financial matters:**

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

06.09.19	HSBC Interest Received	£ 2.40
27.09.19	City of York - 2 <sup>nd</sup> Precept Payment (Inc. CTS Grant £80.00)	£1749.50
14.10.19	Transfer Deposit to Current to cover payment below	£ 316.80
15.10.19	ACS (2000) Website and domain related fees	£ 316.80

Approval of the amounts received, payment due and transfer to be made was proposed by Cllrs Hawkins and Walker and agreed by all.

**8.2. To receive a bank reconciliation report to 31 October 2019.**

**8.3 To receive a budget / actual comparison to 31 October 2019.**

The reports listed at items 8.2 and 8.3 had been circulated to all members in advance of the meeting as usual and were acknowledged.

**8.4 To resolve to submit a new mandate to HSBC Bank to update authorised signatories, payment limits and procedures in accordance with forthcoming changes to the Parish Council financial regulations.**

This item was listed pursuant to the meeting on 8 July where the submission of the revised mandate authorised was delayed pending the co-option of Cllr Booth in September. The mandate submitted was deemed invalid as too much time had elapsed since the July resolution.

This item will appear on agendas until such time as the new mandate is accepted by the Parish Council's bankers.

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

None received.

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

To receive the police report for September 2019. Matters reported were the theft of a cycle from a garage on Mill Lane and an incident involving a loose dog attacking a sheep.

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

Cllr Galvin reported that a new bench had been ordered to replace the one near the Pinfold which is beyond repair. The open length of drainage ditch at the entrance to Lakeside is awaiting costings to establish the viability of it being culverted. Apparently a "flower tower" has been ordered for the village. There was some discussion as to the proposed site for the additional dog waste bin. Discussions on the Acaster Malbis Community Facebook page indicated this was needed at the Intake Lane end of the public footpath to Stubb Wood.

12. **To notify the clerk of matters for inclusion on the agenda of the next meeting.**  
12.1 To consider adoption of revised financial regulations.  
12.2 To discuss funding of VE Day 75 celebrations.  
12.3 To discuss matters arising from the review of the Parish Council Documents and Policies.

13. **To confirm the date of the next meeting as Monday 11 November 2019.**  
This date was confirmed.

(It should be noted that the Parish Council will not meet in December 2019).

There being no further business the chairman closed the meeting at 8:42pm by thanking all for attending.

W.G.Taylor - Chairman .....

Date of approval 11 November 2019

See also Annexe 1 - appended hereto for information.

POLICY DOCUMENT  
WEB CONTENT ACCESSIBILITY GUIDELINES

Acaster Malbis Parish Council is committed to providing a website that is accessible to the widest possible audience regardless of technology or ability. We are actively working to ensure that the accessibility and usability of our website is as compliant as is possible within the limits of cost and resource available to us.

Should any member of the public have genuine concern relating to either the accessibility or the functionality of the site they should contact, in the first instance, the site webmaster at [www.acastermalbis-pc.gov.uk](http://www.acastermalbis-pc.gov.uk) who will make every effort to provide a solution to the concern.

Publication of this document was formally approved at a meeting of the Parish Council held on 14 October 2019.