



# Acaster Malbis Parish Council

Minutes of the virtual meeting of Acaster Malbis Parish Council held on **Monday 12 April 2021 at 7:30 pm.**

Under the temporary procedures permitted by “The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020” the meeting was held online.

Open Forum – No members of the public attended.

Present: Cllr G Taylor. (Chairman)

Councillors: B Hawkins, J Smith, D Walker.

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

Clerk: M G Davies.

There being no members of the public present the chairman opened the meeting at 7:34 pm.

## MINUTES

1. **To receive apologies and approve reasons for absence.**  
Apologies were received from Cllrs Booth, Harlington and Jones and the reasons accepted. Formal apologies are not required from Ward Cllr Galvin.
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 8 March 2021 as a true and correct record.**  
Acceptance of the Minutes as a true and correct record was proposed by Cllr Smith, seconded by Cllr Hawkins, and agreed by all members present.

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

4.1 To note that the Annual Accounts of the Parish Council for the Financial Year ended 31.03.2021 have been completed and submitted to the internal auditor for consideration. This was noted.

4.2 To note that the temporary Coronavirus Regulations legislation have not been renewed and a twelve-week consultation process on the matter is now in progress. It is now necessary to bring the Annual Meeting of the Parish Council planned for 10 May 2021 forward to 26 April 2021 where virtual meeting regulations will still be permissible. To allow the Parish Council to continue to operate when both virtual and in-person meetings are not permissible or practical it will be necessary to delegate powers to the Clerk on 26 April 2021 and all subsequent meetings will be suspended until the matter is resolved. It is hoped that the Annual Return and associated resolutions will be available for approval at the 26 April 2021 meeting.

This was noted.

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

There were none.

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

Cllr Smith reported that the applications at 18, Lakeside and at Mill House, Mill Lane (TPO) had not yet been decided. Cllr Smith also announced her intention to retire from the Parish Council in May 2022 by which time she will have served for eleven years. Cllr Smith is the last remaining lady member of the Parish Council.

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 none to report.

7.2 To note the Adoption of an updated version (V3) of the Parish Council's Web Content Accessibility Document declaring compliance with WACG 2.1AA within reasonable cost constraints on 10 March 2021. (This matter was deferred from the 8 March 2021 meeting).

The Clerk confirmed that the latest version is now displayed on the website.

8. **Financial matters:**

8.1. To approve the following accounts for payment:

13.04.2021	Transfer from Deposit account to Current to cover payments listed below	£575.80
14.04.2021	CPRE Annual Donation 2021-22	£ 36.00
14.04.2021	Starboard Systems T/A Scribe Accounts Software subs.for 2021-22	£154.80
14.04.2021	YLCA Training/Conference Webinar fees (Clerk) Invs 1591, 1633, 1711	£ 70.00
14.04.2021	YLCA Membership Subscription 2021-22	£315.00

Approval of the financial transactions listed was proposed by Cllr Walker, seconded by Cllr Hawkins and agreed by all present.

8.2. To receive a bank reconciliation report to **30 April 2021**.

8.3 To receive a budget / actual comparison to **30 April 2021**.

Receipt of the reports listed at items 8.2 and 8.3 which had been sent by email to all Councillors in advance of the meeting was noted by all.

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

There was none except Clerks and Councils which was circulated.

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

Community Policing reports are still suspended owing to COVID-19 restrictions.

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

Cllr Galvin was not present at the meeting. Cllr Taylor reported that a resident had asked for a new dog waste bin to be sited at the western end of public footpath reference 20/6/10 where it exits onto the Acaster Selby Road. Cllr Taylor has asked Cllr Galvin if one might be available.

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

12.1 Election of Chairman and officers/roles for 2021-22.

12.2 To consider and approve the internal audit report 2020-21 (if available).

12.3 To consider and approve the resolutions required to ensure compliance with AGAR approval requirements for 2020-21.

12.4 To consider and approve the following resolution if necessary:

“To resolve that the council empowers the clerk/ responsible financial officer to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings to prevent the authority from incurring liability during the period that the delegation is applicable. The council agrees that the officer will consult with the chairman and/or vice-chairman in the decision making but the council acknowledges that it is the officer that is the decision-maker”.

13. **To confirm the date of the next meeting as Monday 26 April 2021** (this will replace the meeting planned for **10 May 2021** which may be forbidden or impractical under COVID-19 rules).

Members and residents were asked to note the above change to previously published meeting dates.

There being no further business the Chairman closed the meeting at 8:02 pm thanking all for their time.

..... Chairman

Date approved Monday 26 April 2021.