



Acaster Malbis Parish Council

Minutes of the extraordinary meeting of Acaster Malbis Parish Council held on **Thursday 03 June 2021 at 7:00 pm.**

Present: Cllr G Taylor. (Chairman), Cllr C Booth, Cllr B Hawkins, Cllr J Smith, Cllr D Walker.

No members of the public were present, the chairman opened the meeting at 7:02 pm.

MINUTES

1. **Apologies and Reasons for Absence:**

1.1 To receive apologies and approve reasons for absence.

It was RESOLVED to note apologies from Cllr P Harlington and Cllr R Jones and approve the reasons for absence.

2. **Declarations of Interest**

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.

No declarations of interest were received.

2.2 To receive and consider any applications for dispensation.

No dispensation requests were received.

3. **Acaster Malbis Parish Council Administration**

3.1 To approve the appointment of a council member as Proper Officer for the purposes defined in law.

It was RESOLVED to appoint Cllr C Booth as the Proper Officer for the council.

3.2 To consider the appointment of a council member as temporary unpaid clerk/RFO on a volunteer worker contract and job description.

It was RESOLVED to appoint Cllr C Booth as the clerk/RFO on a voluntary contract and job description.

3.3 To confirm the rescission of delegated decision-making power to Clerk/RFO (other than emergency power as detailed in Council Standing Orders).

It was RESOLVED to confirm rescission of delegated decision-making powers.

3.4 To consider the appointment of council members to the following roles:

a. Budget Monitoring Officer

It was RESOLVED to appoint Cllr C Booth as Budget Monitoring Officer.

b. Online Banking Control & Verification (2)

It was RESOLVED to remove Cllr C Booth from the Online Banking Control & Verification role.

c. Yorkshire Local Councils Association (YLCA) representatives (2)

It was RESOLVED that the YLCA representatives are Cllr C Booth and Cllr D Walker.

d. Police Community Liaison representative (2)

It was RESOLVED that the Police Community Liaison representatives are Cllr C Booth and Cllr D Walker.

e. Emergency Planning Co-ordinator

It was RESOLVED to appoint Cllr C Booth as Emergency Planning Co-ordinator.

A full list of confirmed appointments is attached in Annexe 1.

4. **Next Meeting**

4.1 To confirm the date of the next meeting of the Parish Council as **Monday 14 June 2021**.

It was RESOLVED that the next meeting would be an ordinary meeting on Monday 14 June at 7:30 pm at the Acaster Malbis Memorial Hall.

There being no further business the Chairman closed the meeting at 7:16 pm thanking all for their time.

..... **Chairman**

Date approved

Annexe 1

List of confirmed appointments for 2021-2022:

1.1.	Chairman *	Cllr W G Taylor
1.2	Vice-Chairman	Cllr D Walker
1.3	Planning Committee (four members)	1). Cllr J Smith (Convenor) 2). Cllr D Walker 3). Cllr B Hawkins 4). Cllr C Booth
1.4	Grass Cutting Co-ordinator	Cllr W G Taylor
1.5	Monitoring Officer: Income/Expenditure compared with the Budget Online Banking Control & Verification (three members)	Cllr C Booth - Clerk Cllr B Hawkins - (online banking control 1) Cllr R Jones - (online banking control 2)
1.6A	Local Councils Associations (two representatives) **	Cllr C Booth - Clerk Cllr D Walker
1.6B	Police Community Liaison representatives	Cllr C Booth - Clerk Cllr D Walker
1.7	Representative Trustee: Acaster Malbis Memorial Hall	Cllr R Jones
1.8	Emergency Planning Co-ordinator	Cllr C Booth - Clerk
1.9	Webmaster	Cllr P Harlington
1.10	Data Protection Officer	Cllr P Harlington

*To be notified to City of York Council, Democratic Services Officer and Yorkshire Local Councils Associations upon acceptance of office.

**To be notified to Yorkshire Local Councils Associations.