



Minutes of the meeting of Acaster Malbis Parish Council ('the Council') held on **Monday 14 February 2022** in the Acaster Malbis Memorial Hall. The Chairman opened the meeting at 19:30.

Present: Councillors W G Taylor (Chairman), C Booth (Clerk), B Hawkins, P Harlington, R Jones, D Walker.

Open Forum: Two members of the public attended the meeting.

MINUTES

1. Apologies

- 1.1. To receive apologies and approve reasons for absence.
All councillors were present.

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.
There were none.
- 2.2. To receive and consider any applications for dispensation.
There were none.

3. Previous Minutes

- 3.1. To confirm the minutes of the ordinary meeting held on **10 January 2022** as a true and correct record.
It was resolved to confirm that the minutes were a true and correct record.

4. To Consider Ongoing Issues

- 4.1. To receive the clerk's report on matters since the last meeting.

The clerk reported the following matters:

- The council has submitted its response to application 21/02585 - Chestnut Farm.
- An application to receive updates to the electoral register has been submitted.
- A message has been sent to the Rights of Way Officer to follow-up the report of some missing footpath signs.
- Due to the presence of Otters at Lakeside there are several photographer's vehicles parked along Mill Lane/Intake Lane that may cause damage to Dimple Ditch that runs alongside the road. This is being monitored by relevant authorities to see if any action is required.

- A scam email has been received seemingly from Cllr Taylor and addressed to the clerk. Councillors should take care when responding to emails ensuring that the response email address is one that they recognise.
- The precept notice for 2022/23 has been submitted to City of York Council.

4.2. To receive a report on progress on updating the website.

The test website has been updated with the latest version of WordPress and development can now continue. As part of the update the councillor photographs and biographies will be updated.

4.3. To consider the co-option of a new councillor.

The clerk advised that two eligible people had expressed an interest in becoming a councillor. A discussion was held, and the order upon which to invite the candidates for co-option was decided.

5. Planning

5.1. To consider the following planning applications(s):

22/00236/FUL 63 Mill Lane, Two storey extension.

It was resolved that the Council does not object to the development.

5.2. To receive a monthly update from Cllr Walker.

Cllr Walker advised that application 21/02615/CPU Chestnut Farm Certificate of Lawfulness has been granted.

6. Ward Member – Councillor J C Galvin

6.1. To consider matters raised with/by the Ward Member.

Councillor Galvin was not present at the meeting.

7. Matters requested by councillors or clerk

7.1. To discuss the arrangements for lighting the beacon on the Queen's Platinum Jubilee.

A remote lighting kit is available in the village for lighting the beacon safely. The clerk is to create a risk assessment with Cllr Taylor for the lighting of the beacon.

An event in the Memorial Hall is planned before the beacon is lit at 21:45 on 2 June 2022 as part of the official event.

A suggestion from a resident about planting a tree to commemorate the Jubilee was discussed. Further investigation by the clerk is to be carried out before a final decision is taken.

7.2. To receive an update on the May Festival Event

Cllr Jones advised the planning for the event is continuing. Marketing activity is now evident in the form of posters and Facebook activity. A volunteers meeting is scheduled for 17 February 2022 in the Memorial Hall.

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

8.1. Correspondence received

The latest version of the Parish Charter (November 2021) has been received from the City of York Council. This has been circulated to all councillors.

An invitation to join the York Bus Forum as a corporate member was received. This was discussed and will not be taken up.

An email was received regarding access to the Holy Trinity Church. It should be noted that the council represents a civil parish and has no connection with either of the churches in the village. Cllr Taylor advised that there is a sign on the church door with details of access to the church.

8.2. Newsletters and Magazines circulated:

- White Rose Bulletin (weekly)
- Law and Governance (tri-weekly)

9. Financial matters

9.1. To approve payments as detailed in Appendix 1.

Appendix 1

Invoices presented for payment

Clerk	Stationary expenses	£18.95
ICO	Data protection registration fee	£40.00
HSBC	Bank charges	£8.00
Total		<u>£66.95</u>

It was resolved to settle outstanding accounts with immediate effect.

9.2. To note receipts as detailed in Appendix 2.

Appendix 2

Income

Total	<u>£0.00</u>
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The above receipts were noted.

9.3. To note the budget situation in Appendix 3.

The current budget vs actual expenditure was noted.

9.4. To approve a bank reconciliation reports up to **31 January 2022** in Appendix 4.

It was resolved to approve the bank reconciliation report to 31 January 2022.

9.5. To note the internal controls undertaken prior to the meeting.

The internal control process was undertaken by Cllr Hawkins prior to the meeting, and the receipt of signed Bank Reconciliation report for January was noted.

10. Training and Employment

10.1. To receive reports from councillors having attended training or meetings of outside bodies.

There were none.

11. Policing and Security

11.1. To receive local crime reports.

No local reports were received. It was noted from the UK Crime Stats website, the latest data for December indicates 1 Vehicle, 2 Violent, 1 CD&A, 1 Other Theft and 1 Bike Theft recorded in the area. No further information about the recorded crimes was available.

12. To note information or items for inclusion on next meeting agenda

12.1. To consider assets of community value

13. To Confirm the date of the Next Meeting

It was resolved to confirm the date of the next meeting as 7 March 2022.

Chairman

Date approved: 7 March 2022

Acaster Malbis Parish Council

	Bank Reconciliation at 31/01/2022		
	Cash in Hand 01/04/2021		9,630.80
	ADD		
	Receipts 01/04/2021 - 31/01/2022		8,015.93
			17,646.73
	SUBTRACT		
	Payments 01/04/2021 - 31/01/2022		1,963.40
A	Cash in Hand 31/01/2022 (per Cash Book)		15,683.33
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2022	0.00	
	HSBC Business Money Manager A 31/01/2022	15,183.33	
	HSBC Community Account 28/01/2022	500.00	
			15,683.33
	Less unrepresented payments		
			15,683.33
	Plus unrepresented receipts		
B	Adjusted Bank Balance		15,683.33
	A = B Checks out OK		