



## Notice/Summons

### Councillors:

G Taylor (Chair), P Harlington, B Hawkins, R Jones, J Newark, J Redfearn, D Walker

**You are hereby summoned to attend the following meeting:**

### Acaster Malbis Parish Council Meeting

**When: Monday 11 Jul 2022 at 19:30**

**Where: Acaster Malbis Memorial Hall, Acaster Malbis**

Members of the press and public are invited to attend, rules of attendance are available on the website.

*Craig Booth*

**Craig Booth, Clerk**

posted: **5 Jul 2022**

## Meeting Agenda

### 58 Apologies

58.1 To receive apologies and approve reasons for absence.

### 59 Declarations of Interest

59.1 To receive declarations of interest from councillors on items on the agenda.

59.2 To receive written requests for dispensations for disclosable pecuniary interests (if any).

59.3 To grant any requests for dispensation as appropriate.

### 60 Council Minutes

60.1 To confirm the minutes of the council meeting on **13 Jun 2022** as a correct record.

### 61 Public Participation

61.1 Fifteen minutes is allocated for public participation. Up to five members of the public will be given no more than three minutes each to speak.

## Planning & COYC Report

### 62 Planning Applications

62.1 22/01155/FUL – Bramblewick, Mill Lane – Porch Extension

62.2 22/01311/FUL – Portland Cottage. Moor End – Single storey side extension

62.3 Any applications received after the agenda was posted.

### 63 Planning Decisions

63.1 To receive an update from the Planning Coordinator on planning decisions by COYC.

## **64 City of York Council Ward Member Report**

- 64.1 To consider matters raised with/by the Ward Member Cllr J C Galvin.

### Discussion & Decision Items

## **65 Clerk's Report**

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

## **66 Himalayan Balsam**

- 66.1 To receive an update on the 'Balsam Bash' in the parish from Cllr Redfearn.

## **67 New Defibrillator**

- 67.1 To consider a fundraising event to finance a new defibrillator for the village.

### Correspondence & Finance

## **68 Correspondence**

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

- 68.1 White Rose Update (24 Jun, 1 Jul).  
68.2 Weekly list of planning applications from COYC.  
68.3 York Flood Alleviation Scheme newsletter June 2022.  
68.4 Neighbourhood Watch newsletter July 2022.  
68.5 Resident request for a planter by the bus shelter on Intake Lane.

## **69 Financial matters**

- 69.1 To approve payments as detailed in Appendix 1.  
69.2 To note receipts as detailed in Appendix 2.  
69.3 To approve a bank reconciliation reports up to **30 June 2022** in Appendix 3.  
69.4 To note the internal controls undertaken prior to the meeting.  
69.5 To note the Q1 budget up to **30 June 2022** in Appendix 4.

## **70 Training and Employment**

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

## **71 Policing and Security**

- 71.1 To receive local crime reports.

## **72 Information or items for inclusion on next meeting agenda**

- 72.1 To include any item on the agenda for the next meeting.  
72.2 To exchange information not on the agenda. No discussion or decision may take place.

## **73 Date of the Next Meeting**

- 73.1 To confirm the date of the next meeting as 12 September 2022.

Acronyms:

AMPC	Acaster Malbis Parish Council	COYC	City of York Council
AMMH	Acaster Malbis Memorial Hall	YLCA	Yorkshire Local Council Association

## Appendix 1

### Payments to note/approve

To whom	Description	Total
Andrews Signs and Engravers	Jubilee Tree Plaque	50.40
YLCA	YLCA Training – J Newark, J Redfearn	133.60
HSBC Bank	Bank Charges	8.00
City of York Council	Return of Bishopthorpe Ward Funds	3,500.00
	<b>Total</b>	<b>£3,692.00</b>

**Transfer of £3,692.00 from Money Manager to Current Account.**

## Appendix 2

### Receipts to note

From whom	Description	Total
HSBC	Bank Interest	1.12
	<b>Total</b>	<b>£1.12</b>

## Appendix 3

### Bank Reconciliation

Bank	On	Total
HSBC Money Manager	31/05/2022	13,317.67
HSBC Community Account	28/05/2022	500.00
Petty Cash	31/05/2022	0.00
	<b>Total (A)</b>	<b>£13,817.67</b>

Cash Book	On	Total
Cash in hand	01/04/2022	15,464.75
Receipts to date	30/06/2022	2,423.22
Payments to date	30/06/2022	-4,070.30
	<b>Total (B)</b>	<b>£13,817.67</b>

As totals **A = B** there no issue to report.

## Appendix 4

### Budget

Outgoings	Receipts					Payments					Net	
	Title	Budget	Actual	Forecast	Total	Variance	Budget	Actual	Forecast	Total	Variance	Net
Clerk's Salary							3,800.00	418.95	320.00	738.95	3,061.05	3,061.05
Clerk's Allowances							172.00	76.00	129.00	205.00	-33.00	-33.00
Office Expenses							400.00	21.50	299.97	321.47	78.53	78.53
AMMH Hall Hire							290.00	225.00	0.00	225.00	65.00	65.00
BHIB Insurance							593.00	593.39	0.00	593.39	-0.39	-0.39
Professional Fees							80.00	75.00	0.00	75.00	5.00	5.00
Annual Subscriptions							507.00	410.00	41.00	451.00	56.00	56.00
Training							500.00	0.00	375.00	375.00	125.00	125.00
Website & Email Hosting							280.00	25.00	440.00	465.00	-185.00	-185.00
Website Maintenance							0.00	0.00	0.00	0.00	0.00	0.00
IT Equipment							250.00	85.04	600.00	685.04	-435.04	-435.04
Verge Maintenance							0.00	0.00	0.00	0.00	0.00	0.00
Grants/Projects - Unplan							0.00	1,367.00	0.00	1,367.00	-1,367.00	-1,367.00
Grants/Projects - Plan							700.00	0.00	500.00	500.00	200.00	200.00
Defibrillator Maintenance							0.00	41.95	0.00	41.95	-41.95	-41.95
Software Purchase							200.00	492.97	0.00	492.97	-292.97	-292.97
Software Subscriptions							572.00	129.00	0.00	129.00	443.00	443.00
Bank Charges							0.00	24.00	72.00	96.00	-96.00	-96.00
							<b>8,344.00</b>	<b>3,984.80</b>	<b>2,676.97</b>	<b>6,761.77</b>	<b>1,582.23</b>	<b>1,582.23</b>

Incomings	Receipts					Payments					Net	
	Title	Budget	Actual	Forecast	Total	Variance	Budget	Actual	Forecast	Total	Variance	Net
COYC Precept		4,553.00	2,276.50	2,276.50	4,553.00	0.00						0.00
Bank Interest		1.00	1.12	0.00	1.12	0.12						0.12
Slipway Rent		3,250.00	0.00	3,250.00	3,250.00	0.00						0.00
VAT Refund		0.00	0.00	0.00	0.00	0.00						0.00
Ward Grants		0.00	0.00	0.00	0.00	0.00						0.00
		<b>7,804.00</b>	<b>2,277.62</b>	<b>5,526.50</b>	<b>7,804.12</b>	<b>0.12</b>						<b>0.12</b>
<b>NET TOTAL</b>		<b>7,804.00</b>	<b>2,277.62</b>	<b>5,526.50</b>	<b>7,804.12</b>	<b>0.12</b>	<b>8,344.00</b>	<b>3,984.80</b>	<b>2,676.97</b>	<b>6,761.77</b>	<b>1,582.23</b>	<b>1,582.35</b>