



## 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 10 Oct 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: **3 Oct 2022**

## Meeting Agenda

### **91 Apologies**

91.1 To receive apologies and approve reasons for absence.

### **92 Declarations of Interest**

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

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

92.3 To grant any requests for dispensation as appropriate.

### **93 Council Minutes**

93.1 To confirm the minutes of the council meeting on **12 Sep 2022** as a correct record.

### **94 Public Participation**

94.1 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

### **95 Planning Applications**

95.1 22/01863/FUL – 61 Mill Lane – Single storey first floor extension.

95.2 Any applications received after the agenda was posted.

### **96 Planning Decisions**

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

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

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

## Discussion & Decision Items

### **98 Clerk's Report**

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

### **99 New Defibrillator**

99.1 To consider the location and purchasing of a new defibrillator for the village.

### **100 Budget 2023**

100.1 To consider items to be added to the 2023 budget

## Correspondence & Finance

### **101 Correspondence**

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

101.1 White Rose Update (16, 30 Sep).

101.2 York Flood Alleviation Scheme newsletter Sep 2022.

101.3 Weekly list of planning applications from COYC.

### **102 Financial matters**

102.1 To approve payments as detailed in Appendix 1.

102.2 To note receipts as detailed in Appendix 2.

102.3 To approve a bank reconciliation report up to **30 September 2022** in Appendix 3.

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

102.5 To note the budget with actual spend up to **30 September 2022** in Appendix 4.

### **103 Training and Employment**

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

### **104 Policing and Security**

104.1 To receive local crime reports.

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

105.1 To include any item on the agenda for the next meeting.

105.2 To exchange information not on the agenda. No discussion or decision may take place.

### **106 Date of the Next Meeting**

106.1 To confirm the date of the next meeting as 14 November 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
HSBC Bank	Bank Charges	8.00
Advanced Computer Solutions	Domain/SSL/Email	390.00
C.H Booth	Clerk's Telephone allowance	18.00
C.H Booth	Clerk's Office allowance	35.00
Advanced Computer Solutions	Domain/SSL/Email – credit	-67.20
	<b>Total</b>	<b>£383.80</b>

**Transfer of £383.80 from Money Manager to Current Account.**

## Appendix 2

### Receipts to note

From whom	Description	Total
HSBC Bank	Bank interest	2.23
City of York Council	2 <sup>nd</sup> Precept Payment	2,276.00
Currys Business	Laptop Trade in	75.01
	<b>Total</b>	<b>£2,353.74</b>

## Appendix 3

### Bank Reconciliation

Bank	On	Total
HSBC Money Manager	30/09/2022	10,703.42
HSBC Community Account	28/09/2022	500.00
Petty Cash	30/09/2022	0.00
	<b>Total (A)</b>	<b>£11,203.42</b>

Cash Book	On	Total
Cash in hand	01/04/2022	15,464.75
Receipts to date	30/09/2022	4,776.96
Payments to date	30/09/2022	-9,038.29
	<b>Total (B)</b>	<b>£11,203.42</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	86.00	162.00	10.00	10.00
Office Expenses							400.00	21.50	199.98	221.48	178.52	178.52
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	133.60	250.00	383.60	116.40	116.40
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	1,135.03	0.00	1,135.03	-885.03	-885.03
Verge Maintenance							0.00	0.00	0.00	0.00	0.00	0.00
Grants/Projects - Unplan							0.00	1,409.00	0.00	1,409.00	-1,409.00	-1,409.00
Grants/Projects - Plan							700.00	3,500.00	500.00	4,000.00	-3,300.00	-3,300.00
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	48.00	48.00	96.00	-96.00	-96.00
							<b>8,344.00</b>	<b>8,734.39</b>	<b>1,884.98</b>	<b>10,619.37</b>	<b>-2,275.37</b>	<b>-2,275.37</b>

Incomings	Receipts					Payments					Net	
	Title	Budget	Actual	Forecast	Total	Variance	Budget	Actual	Forecast	Total	Variance	Net
COYC Precept		4,553.00	4,553.00	0.00	4,553.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank Interest		1.00	3.35	0.00	3.35	2.35	0.00	0.00	0.00	0.00	0.00	2.35
Slipway Rent		3,250.00	0.00	3,250.00	3,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VAT Refund		0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	0.00
Miscellaneous		0.00	75.01	0.00	75.01	75.01	0.00	0.00	0.00	0.00	0.00	75.01
		<b>7,804.00</b>	<b>4,631.36</b>	<b>3,250.00</b>	<b>7,881.36</b>	<b>77.36</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>77.36</b>

**NET TOTAL**                      7,804.00    4,631.36    3,250.00    **7,881.36**    77.36    8,344.00    8,734.39    1,884.98    **10,619.37**    -2,275.37    **-2,198.01**