



## Notice/Summons

### Councillors:

G Taylor (Chair), R Jones, J Newark, I Nilsson-Forrest, J Redfearn, D Walker, L Welch.

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

### Acaster Malbis Parish Council Meeting

**When: Monday 10 July 2023 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 our website.

*Craig Booth*

Craig Booth, Clerk

posted: **3 Jul 2023**

## Meeting Agenda

### 56 Apologies

56.1 To receive apologies and approve reasons for absence.

### 57 Declarations of Interest

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

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

57.3 To grant any requests for dispensation as appropriate.

### 58 Council Minutes

58.1 To confirm the minutes of the council meeting on **12 June 2023** as a correct record.

### 59 Public Participation

59.1 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

### 60 Appointment of Planning Coordinator

60.1 To agree who should be responsible for reporting of planning matters to the council.

### 61 Planning Applications

61.1 Any applications received after the agenda was posted.

### 62 Planning Decisions

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

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

- 63.1 To consider matters raised with/by the Ward Member Cllr M Nicholls.

### Finance

## **64 Financial matters**

- 64.1 To approve/note payments as detailed in Appendix 1.  
64.2 To note receipts as detailed in Appendix 2.  
64.3 To approve a bank reconciliation report up to **30 June** in Appendix 3.  
64.4 To note the internal controls undertaken prior to the meeting.  
64.5 To review the end of quarter budget position (Appendix 4).  
64.6 To consider the bank payment limit of £1,000 per day.

### Discussion & Decision Items

## **65 Clerk's Report**

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

## **66 Land next to Mill Garth**

- 66.1 To consider the maintenance of the land next to Mill Garth.

## **67 Strategic Plan**

- 67.1 To consider a mission and vision statement as part of the Strategic Plan (see Appendix 5 & 6).

## **68 Balsam Bash 2023**

- 68.1 To receive a progress report from Cllr Redfearn on Balsam Bash 2023.

## **69 Community Speed Watch**

- 69.1 To receive a progress report from Cllr Newark on the Community Speed Watch application.

### Correspondence, Training & Security

## **70 Correspondence**

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

- 70.1 White Rose Update (16 June 2023).  
70.2 D-Day 80 Event information (6 June 2023).  
70.3 Email of concern about road safety at Moor End.  
70.4 Weekly list of planning applications from COYC.

## **71 Training and Employment**

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

## **72 Policing and Security**

- 72.1 To receive local crime reports.

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

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

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

### **74 Date of the Next Meeting**

74.1 To confirm the date of the next meeting as 11 September 2023.

#### 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
Yorkshire Local Council Association	A	YLCA Training	66.80
Society of Local Council Clerks	N	Reference Books	192.90
HSBC Bank	N	Bank Charges	8.00
		<b>Total</b>	<b>£267.70</b>

**Transfer of £267.70 from Money Manager to Current Account.**

## Appendix 2

### Receipts to note

From whom	Description	Total
HSBC Bank	Bank Interest	40.41
	<b>Total</b>	<b>£40.41</b>

## Appendix 3

### Bank Reconciliation

Bank	On		Total
HSBC Money Manager	30/06/2023		11,226.35
HSBC Community Account	30/06/2023		500.00
Petty Cash	30/06/2023		0.00

**Total (A) £11,726.35**

Cash Book	On		Total
Cash in hand	01/04/2023		11,842.33
Receipts to date	30/06/2023		2,946.26
Payments to date	30/06/2023		(3,062.24)

**Total (B) £11,726.35**

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	1,116.00	2,850.00	3,966.00	-166.00	-166.00
Clerk's Allowances						172.00	43.00	129.00	172.00	0.00	0.00
Office Expenses						200.00	69.71	150.03	219.74	-19.74	-19.74
AMMH Hall Hire						300.00	0.00	300.00	300.00	0.00	0.00
BHIB Insurance (fixed 2021-2024)						595.00	584.95	0.00	584.95	10.05	10.05
Professional Fees						160.00	155.00	0.00	155.00	5.00	5.00
Annual Subscriptions						537.50	514.00	0.00	514.00	23.50	23.50
Training						450.00	170.00	337.50	507.50	-57.50	-57.50
Website & Email Hosting						554.40	0.00	554.00	0.00	0.00	0.00
IT Equipment						250.00	0.00	0.00	0.00	250.00	250.00
Verge Maintenance						0.00	0.00	0.00	0.00	0.00	0.00
Grants/Projects - Unplan						0.00	62.00	0.00	62.00	-62.00	-62.00
Grants/Projects - Plan						1,450.00	87.43	0.00	87.43	1,362.57	1,362.57
Defibrillator Maintenance						0.00	0.00	0.00	0.00	0.00	0.00
Software Purchase						200.00	0.00	0.00	0.00	200.00	200.00
Software Subscriptions						172.00	154.80	0.00	154.80	17.20	17.20
Bank Charges						96.00	24.00	72.00	96.00	0.00	0.00
						<b>8,936.90</b>	<b>2,980.89</b>	<b>4,392.93</b>	<b>7,373.82</b>	<b>1,563.08</b>	<b>1,563.08</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	0.00	0.00	0.00	0.00	0.00
Bank Interest	12.00	40.41	9.00	49.41	37.41	0.00	0.00	0.00	0.00	0.00	37.41
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>7,815.00</b>	<b>2,316.91</b>	<b>5,535.50</b>	<b>7,852.41</b>	<b>37.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37.41</b>
<b>NET TOTAL</b>	<b>7,815.00</b>	<b>2,316.91</b>	<b>5,535.50</b>	<b>7,852.41</b>	<b>37.41</b>	<b>8,936.90</b>	<b>2,980.89</b>	<b>3,688.50</b>	<b>6,669.39</b>	<b>2,267.51</b>	<b>2,304.92</b>



# MISSION STATEMENT

## 1 Introduction

A link to a definition of Mission Statement.

<https://www.masterclass.com/articles/vision-vs-mission>

## 2 Mission Statement

*In general, a mission statement describes the “what” and “how” of the business. Below are a couple of examples from other parish councils.*

*Here are some examples from other parish council websites.*

### 2.1 Example 1

We are committed to a better quality of life for all the residents of Acaster Malbis. We strive to:

- Be open and accessible in all its decision-making;
- Be accountable in all its council activities;
- Be responsive to the needs of the community;
- Encourage community participation.

### 2.2 Example 2

To sustain and grow a successful, safe and caring community by representing and serving the best interests of those members who live or invest in it.

### 2.3 Example 3

We are local residents working to support and enhance village life.

### 2.4 Example 5

The Council's aim is to:

- Maintain a cost effective service that provides a pleasant, safe and clean environment for residents of all ages.
- Create an environment and ethos which is inclusive, welcoming and caring and which helps young people to develop, enables families to thrive and cares for those in need of help, in order to ensure that everyone feels that the Parish is a good place to live in.

## **2.5 Example 6**

Acaster Malbis Parish Council is committed to serving the needs and interests of our community by providing transparent, accountable, and effective local government.

We strive to ensure that our community is safe, clean, and prosperous and that our residents are empowered to participate in decision-making processes that affect their lives.

## **3 What Now?**

Take a look at the above and think about what would make a good Mission Statement for Acaster Malbis Parish Council. It can be a copy, similar with new words or something completely new.

You can also look around at other site for inspiration.

<https://letmegooglethat.com/?q=parish+council+mission>



# VISION STATEMENT

## 1 Introduction

A link to a definition of Vision Statement.

<https://www.masterclass.com/articles/vision-vs-mission>

## 2 Vision Statement

*In general, a mission statement describes the “why” of the business. Below are a couple of examples from other parish councils.*

*Here are some examples from other parish council websites.*

### 2.1 Example 1

Our vision is to be a village that;

- Is a safe, healthy, clean and caring place that people want to live and work in for the long term.
- Is inclusive, promoting a strong sense of community spirit every day.
- Is diverse, well-educated and has suitable quality housing for people to live in.
- Is welcoming to visitors and works well with its neighbouring parishes.
- Protects the importance of its historic, geographical and natural assets.

### 2.2 Example 2

The parish of Acaster Malbis will continue to thrive through actively celebrating its heritage & rural setting, addressing the challenge of climate change and enhancing its unique character.

### 2.3 Example 3

Our vision is to be a vibrant and inclusive community that is connected, engaged, and resilient. We seek to foster a sense of belonging among all members of our community and to promote a high quality of life for all.

We aim to be a forward-thinking council that adapts to changing circumstances, embraces innovation, and continuously seeks to improve the services and facilities we provide to our residents.

### 2.4 Example 4

By 2030 the Parish will be a peaceful, thriving and inclusive rural community of distinct settlements with excellent and sustainable transport connections to nearby places of employment, entertainment and education, supporting sympathetic climate positive developments to meet local needs and providing high quality communication technology.



Residents and visitors will enjoy safe routes for walkers and cyclists giving access to settlement hubs, church, school, farm shop, neighbouring communities and the protected and enhanced local natural environment.

## **2.5 Example 5**

By 2035 the parish of Acaster Malbis will have conserved and enhanced its distinctive rural and historic identity and be meeting the needs of its community for housing, businesses, services/infrastructure and facilities.

Steps will have been taken to protect the natural environment of the area and tackle the impacts of climate change.

## **3 What Now?**

Take a look at the above and think about what would make a good Vision Statement for Acaster Malbis Parish Council. It can be a copy, similar with new words or something completely new.

You can also look around at other site for inspiration.

<https://letmegooglethat.com/?q=parish+council+vision>