

Minutes of the Acaster Malbis Parish Council Meeting on 13 Nov 2023

Venue: Acaster Malbis Memorial Hall – ordinary meeting on 13 Nov 2023 at 19:30.

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

Clerk: C Booth

Others: Ward Cllr Nicholls (part-time) and no members of the public.

114 Apologies

114.1 No apologies were received.

115 Declarations of Interest

115.1 The following declarations of interest were received from councillors on items on the agenda:
Cllr Taylor with respect to item 129 as a landlord to a local haulage business.

115.2 No written requests for dispensations for disclosable pecuniary interests.

115.3 No requests for dispensation were granted.

116 Council Minutes

116.1 Minutes of the council meeting on **9 October 2023** were circulated to all councillors. It was
Resolved: That these minutes represent a true and correct record and be duly signed by the chair.

117 Public Participation

117.1 No members of the public attended the meeting.

118 Planning Applications

118.1 23/01934/TPO – School Cottage, Mill Lane – Crown reduction to horse chestnut..
No objection.

119 Planning Decisions

119.1 23/01412/LBC – Hall Garth, Mill Lane – Two storey and single storey side extension.
Withdrawn.

119.2 23/01312/FUL – Hall Garth, Mill Lane – Two storey and single storey side extension.
Withdrawn.

120 City of York Council Ward Member Report

120.1 Cllr Nichols advised that the Ward meeting held recently in Bishopthorpe was well attended and asked whether a separate meeting for Acaster Malbis would be useful. It was suggested that holding it as part of the Annual Meeting of the Parish on March 18 2024 might be a good option.

120.2 The council expressed their concerns to Cllr Nichols about the scheduling of grass cutting, roadside cleaning and gulley cleaning.

120.3 Cllr Nichols will investigate and aim to provide the service levels and schedule of COYC for the above services. AMPC will then be in a better position to understand if additional services need to be funded going forward.

121 Financial matters

121.1 After considering the payments as detailed in Appendix 1, it was

Resolved: That the payments are approved and outstanding accounts should be settled.

121.2 The receipts as detailed in Appendix 2 were noted.

121.3 After considering the bank reconciliation report up to **31 October** in Appendix 3, it was

Resolved: That the bank reconciliation report up to 31 October 2023 was approved.

121.4 Internal bank controls were undertaken prior to the meeting for the month of September and October 2023.

121.5 After considering the request to purchase printer cartridges that would exceed the office expenses budget, it was

Resolved: That the request to purchase new cartridges for the council printer was approved.

121.6 Upon considering the revised NJC pay scale for 2023/24 it was

Resolved: That new NJC rate and associated back pay was approved.

122 Clerk's Report

122.1 The flower tower has now been refreshed with Winter plants. The planting plan is available on the website.

122.2 There have been two small floods in late October and early Nov that required various updates to the website and social media.

122.3 An extension of time was sent to the planning department at COYC with respect to 23/01934/TPO.

122.4 A double-taxation claim form has been received from COYC. No claim is anticipated for 2023/24.

122.5 A login has been received from North York Council to allow the council to participate in their local planning activities.

123 Internal Auditor

123.1 After considering the appointment of internal auditors for the 2023/24 financial year, it

Resolved: That Elkerlodge Bookkeeping be appointed Internal Auditor for 2023/24.

124 Strategic Plan

124.1 The Strategic Plan Working Group held a meeting to work on the plan. The plan is largely complete and should be presented as a final draft at the next meeting. It was recommended that the document should be part of a community consultation to gather views from residents in the parish before final approval.

125 Business Plan 2024-25

125.1 After discussion on the business plan for 2024/25 it was agreed that some minor changes would be made and the plan presented for approval at the next meeting.

126 Noticeboard

126.1 Various options for replacing the noticeboard by the Memorial Hall were presented. Councillors were made aware of the various styles and costs of a replacement and this will be added to the budget for 2024/25.

127 Village Signs

- 127.1 A design and a quotation was presented by Cllr Walker for some replacement village boundary signs. An estimated figure for replacement signs will be added to the budget for 2024/25.

128 Budget 2024-25

- 128.1 The draft budget was presented and discussed in detail. Updates to the budget will be made and presented for approval at the next meeting. A general principal was agreed that business and continue goals should come from the precept, and that development goals should be funded from reserves or rental income from the Slipway.

129 Bishopthorpe Bridge

- 129.1 The detailed bridge survey was requested and duly provided by COYC and circulated to councillors.
- 129.2 A request for information on the timetable going forwards was made. COYC declined to provide further information.
- 129.3 The council expressed their concern to Cllr Nichols about the lack of clarity with respect to a timetable and possible repairs. The council asked if Cllr Nicholls could seek and provide further information.

130 20 mph Speed Limit

- 130.1 After due consideration, the council agreed that no new information had been presented regarding 20mph limits and therefore the council response should remain the same ie there is no perceived need for 20mph limits in the parish at present.

131 Scheme of Delegation

- 131.1 After consideration of the Scheme of Delegation it was
Resolved: To adopt the Scheme of Delegation (DR036-1).

132 Correspondence

- 132.1 White Rose Update (6, 20 Oct, 3 Nov) - noted.
- 132.2 YLCA Law and Governance (Oct 2023) - noted.
- 132.3 YLCA Information and Training Bulletin (Sep 2023) - noted.
- 132.4 Clerks and Council Direct (Nov 2023) – noted.
- 132.5 Local CPRE Newsletter (Annual 2023) - noted.
- 132.6 CPRE North & Yorks Newsletter (Annual 2023) - noted.
- 132.7 Weekly list of planning applications from COYC – noted.

133 Training and Employment

- 133.1 Cllrs Nilsson-Forrest and Walker attended the YLCA branch meeting on 12 Oct 2023. The minutes will be circulated when they become available.

134 Policing and Security

- 134.1 The Community Speed Watch team was deployed once since the last meeting during which no vehicles were found to be speeding.
- 134.2 It was noted from the Police UK website:
- September: no crimes were recorded.

135 Information or items for inclusion on next meeting agenda

- 135.1 To consider the draft Business Plan for 2024/25.
- 135.2 To consider the draft Budget for 2024/25.

136 Date of the Next Meeting

- 136.1 The next ordinary meeting of the council will be held on 8 January 2023 in the Memorial Hall.

Chairman

Date approved: 27 Nov 2023

Acronyms:

AMPC	Acaster Malbis Parish Council	COYC	City of York Council
AMMH	Acaster Malbis Memorial Hall	YLCA	Yorkshire Local Council Association
IDB	Ainsty(2008) Internal Drainage Board		

Appendix 1 – Payments

Payments to note/approve (N/A)

To whom	s137	N/A	Description	Total
C Booth		N	Clerk's Salary – November	372.00
First Rescue Training & Supplies		N	Defibrillator Pad	76.68
HSBC Bank		N	Bank Charges	8.00
			Total	£456.68

Transfer of £456.68 from Money Manager to Current Account.

Appendix 2 – Receipts

Receipts to note

From whom	Description	Total
	Total	£0.00

Appendix 3 – Bank Reconciliation

Bank Reconciliation

Bank	On		Total
HSBC Money Manager	31/10/2023		11,341.62
HSBC Community Account	31/10/2023		500.00
Petty Cash	31/10/2023		0.00
Total (A)			£11,841.62
Cash Book	On		Total
Cash in hand	01/04/2023		11,842.33
Receipts to date	31/10/2023		5,268.38
Payments to date	31/10/2023		(5,269.09)
Total (B)			£11,841.62

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

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