



Minutes of the Ordinary Meeting on 8 April 2024

- Venue:** Acaster Malbis Memorial Hall – ordinary meeting on 8 Apr 2024 at 19:30.
Cllrs: G Taylor (Chair), R Jones, J Newark, I Nilsson-Forrest, J Redfearn, D Walker.
Clerk: C Booth,
Others: No members of the public.

211 Apologies

- 211.1 Cllr Welch sent their apologies.

212 Declarations of Interest

- 212.1 No declarations of interest were received from councillors on items on the agenda.
212.2 No written requests for dispensations for disclosable pecuniary interests.
212.3 No requests for dispensation were granted.

213 Council Minutes

- 213.1 Minutes of the council meeting on 11 March 2024 were circulated to all councillors. It was
Resolved: That these minutes represent a true and correct record and be duly signed by the chair.

214 Public Participation

- 214.1 No members of the public attended the meeting.

215 Planning Applications

- 215.1 No planning applications for consideration were received prior to the meeting.

216 Planning Decisions

- 216.1 No new planning decisions were received prior to the meeting.

217 City of York Council Ward Member Report

- 217.1 The gulleys in Acaster Malbis have all been cleared. Street cleaning of Intake Lane is expected within the coming week.
217.2 A meeting is being arranged between the Environment Agency, Yorkshire Water and neighbouring councils to discuss coordination on flooding issues that affect the parishes.
217.3 There is a ward meeting being arranged in Bishopthorpe Social Club on 25 April 2024. A representative from Copmanthorpe Medical Practice will be there to discuss the closure of the Bishopthorpe Practice.
217.4 Training is being arranged for those that have put their names forward for road condition monitoring.

218 Financial matters

- 218.1 After considering the payments as detailed in Appendix 1, it was
Resolved: That the payments are approved and outstanding accounts should be settled.
218.2 The receipts as detailed in Appendix 2 were noted.

- 218.3 After considering the bank reconciliation report up to 31 March in Appendix 3, it was
Resolved: That the bank reconciliation report up to 31 March 2024 was approved.
- 218.4 Internal bank controls were undertaken prior to the meeting for the month of March 2024 by Cllr Redfearn.
- 218.5 The budget vs actual for Q4 was reviewed and spending was found to be under control.

219 Clerk's Report

- 219.1 A letter has been sent to Acaster Marine confirming the decision to establish fair rent for the Slipway by a surveyor.
- 219.2 A letter has been sent to the Memorial Hall trustees confirming the decision to re-locate the noticeboard to a new position in the village.
- 219.3 This year's practitioners guide for the councils accounting system has been produced. There are no significant changes to our current procedures.
- 219.4 The financial year end has been completed and the year has been closed.
- 219.5 The internal audit was completed on 8 April 2024.
- 219.6 The official portrait of King Charles III has been received.
- 219.7 A VAT 126 reclaim has been submitted to the value of £224.86.
- 219.8 P60s for employees have been produced.

220 John Knowles Charity

- 220.1 After a discussion on the topic, it was:
Resolved: That the existing trustees are re-appointed for a further 4-year term.

221 John Knowles Education Foundation

- 221.1 **Noted:** That the parish meeting had re-appointed their nominated trustees for a further 3 years.

222 Memorial Hall Management Committee

- 222.1 After discussing nominations for a position on the management committee, it was:
Resolved: That Mr Adam Doyle was re-appointed to the Memorial Hall Management Committee.

223 Strategic Plan

- 223.1 After considering the input from the public consultation on the [Strategic Plan](#), it was:
Resolved: That the Strategic Plan was adopted by the council.

224 Noticeboard

- 224.1 Various options were discussed and it was agreed to request quotations from suppliers. Permission is to be requested from the Highways Authority to install a noticeboard on the verge near to the post-box.

225 Village Boundary Signs

- 225.1 It was agreed to seek permission from the Highways Authority to add additional 'Acaster Malbis' boundary signs to the existing brick boundary signs. A new boundary sign is to be added on the verge near to the bridge on Acaster Lane.

226 Correspondence

- 226.1 Noted: White Rose Bulletin (Mar 15, 28).
- 226.2 Noted: Countryside Voices (Spring/Summer 2024).
- 226.3 Noted: Weekly list of planning applications from COYC.

227 Training and Employment

227.1 Cllr Welch and the clerk attended a YLCA webinar on Planning Appeals and Enforcement.

228 Policing and Security

228.1 The Community Speedwatch team was not deployed since the last meeting.

228.2 It was noted from the Police UK website:

February: 2 criminal damage and arson; 1 other theft.

229 Information or items for inclusion on next meeting agenda

229.1 To consider the Balsam Bash 2024.

229.2 To consider the May Festival.

229.3 To consider the implementation of the Business Plan 2024/25.

230 Date of the Next Meeting

230.1 The next meeting of the council will be held on 13 May 2024 in the Memorial Hall.

DRAFT

Chairman

Date approved:

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 Whom	s137	N/A	Description	Total
Starboard Systems Ltd		A	Accounting Software	185.76
Campaign to Protect Rural England		A	CPRE Membership Donation	50.00
HSBC Bank		N	Bank Charges	8.00
C.H.Booth		A	Clerk's Salary	399.00
HMRC – PAYE Deducted		A	HMRC Tax	6.60
C.H.Booth		A	Clerk's Office Allowance	25.00
C.H.Booth		A	Clerk's Telephone Allowance	18.00
Yorkshire Local Council Association		A	YLCA Training	50.00
Yorkshire Local Council Association		A	YLCA Membership	340.00
			Total	£1,082.36

Transfer of £1082.36 from Money Manager to Current Account.

Appendix 2 - Receipts

From Whom	Description	Total
		0.00
	Total	£0.00

Appendix 3 - Bank Reconciliation

Cash Book	On	Total
Cash in hand	01/04/2024	11,842.33
Receipts to date	31/03/2024	8,628.81
Payments to date	31/03/2024	(9,074.98)
	Total(A)	£11,396.16

Bank	On	Total
HSBC Money Manager	31/03/2024	10,896.16
HSBC Community Account	31/03/2024	500.00
Petty Cash	31/03/2024	0.00
	Total(B)	£11,396.16

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