



# Acaster Malbis Parish Council

**All Parish Councillors are summoned to attend** the next virtual meeting of Acaster Malbis Parish Council, to be held on **Monday 26 April 2021 at 7:30 pm**. Meeting joining instructions and password are given below. Please join up to 15 minutes before the published start time.

There will be a public session before the meeting, and this will commence at 7:30 pm. Members of the public must adhere to the rules set by the council for this session. The rules can be downloaded from the Notices section of the Parish Council website.

Topic: Acaster Malbis Parish Council Meeting

Time: Apr 26, 2021 19:30 London time.

Join Zoom Meeting

<https://zoom.us/j/99203167856?pwd=VHAYajZQN1ZEMVpRYVhSK0pZMFIUtUT09>

**Meeting ID: 944 0748 5427**

**Passcode: 917023**

One tap mobile

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Meeting ID: 944 0748 5427

Passcode: 917023

Find your local number: <https://zoom.us/j/99203167856?pwd=VHAYajZQN1ZEMVpRYVhSK0pZMFIUtUT09>

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Clerk: Mr M G Davies, 22 Lakeside, Acaster Malbis, York, YO23 2TY  
Tel: 01904 702131 Email: [parish.clerk@acastermalbis-pc.gov.uk](mailto:parish.clerk@acastermalbis-pc.gov.uk) [www.acastermalbis-pc.gov.uk](http://www.acastermalbis-pc.gov.uk)

# AGENDA

1. To elect the Chairman and officers for the Parish Council Financial Year 2021-22.

List of current appointments:

1.1.	Chairman *	Cllr W G Taylor
1.2	Vice-Chairman	Cllr D Walker
1.3	Planning Committee (four members)	1). Cllr J Smith (Convenor) 2). Cllr D Walker 3). Cllr B Hawkins 4). Cllr C Booth
1.4	Grass Cutting Co-ordinator	Cllr W G Taylor
1.5	Monitoring Officer: Income/Expenditure compared with the Budget  Online Banking Control & Verification (three members)	M G Davies - Clerk  Cllr C Booth - (online banking control 1) Cllr R Jones - (online banking control 2) Cllr B Hawkins - (online banking control 3)
1.6A	Local Councils Associations (two representatives) **	M G Davies - Clerk Cllr D Walker
1.6B	Police Community Liaison representatives	M G Davies - Clerk Cllr D Walker
1.7	Representative Trustee: Acaster Malbis Memorial Hall	Cllr R Jones
1.8	Emergency Planning Co-ordinator	M G Davies - Clerk
1.9	Webmaster	Cllr P Harlington
1.10	Data Protection Officer	Cllr P Harlington

\*To be notified to City of York Council, Democratic Services Officer and Yorkshire Local Councils Associations upon acceptance of office.

\*\*To be notified to Yorkshire Local Councils Associations.

- 1a. To receive apologies and approve reasons for absence.
2.
  - 2.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests.
  - 2.2 To receive and consider any applications for dispensation.
3. To confirm the minutes of the meeting held on 12 April 2021 as a true and correct record.
4. To receive information on the following ongoing issues and decide further action where necessary.
  - 4.1 Lakeside culvert update.
  - 4.2 Mill Lane bench - update.
  - 4.3 Dog waste bins - update.
  - 4.4 Missing footpath signs - update.
5. To consider the following planning applications(s):  
There were none at the time the Agenda was issued.
6. To receive the following planning decision(s) / information:  
Update from Cllr Smith.
7. Matters requested by councillors or clerk:
  - 7.1 To Receive Reports from Councillors who have attended training events and meetings of outside bodies.
  - 7.2 To consider and approve the following resolution if necessary:  
"To resolve that the council empowers the clerk/ responsible financial officer to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings to prevent the authority from incurring liability during the period that the delegation is applicable. The council agrees that the officer will consult with the chairman and/or vice-chairman in the decision making but the council acknowledges that it is the officer that is the decision-maker".
8. Financial matters:
  - 8.1 To certify Acaster Malbis Parish Council as exempt from external audit for fiscal year 2020/21.
  - 8.2 To note the Annual Internal Audit Report for 2020/21 included on page 4 of the Annual Governance and Accountability Return 2020/21.
  - 8.3 To approve Section 1 - Annual Governance Statement 2020/21 for Acaster Malbis Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21.
  - 8.4 To approve Section 2 - Accounting Statements 2020/21 for Acaster Malbis Parish Council on page 6 of the Annual Governance and Accountability Return 2020/21.
  - 8.5 To approve the publication of documents required by Accounts and Audit

Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities namely:

- a) Certificate of Exemption.
- b) Annual Internal Audit Report 2020/21.
- c) Section 1 – Annual Governance Statement 2020/21.
- d) Section 2 – Accounting Statements 2020/21, page 6.
- e) Analysis of variances.
- f) Bank Reconciliation to 31 March 2020.
- g) Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

8.6 To authorise the clerk to submit the appropriate certificate of exemption to the external auditor in due course.

8.7. To note or approve the following accounts for payment:

As this meeting has been brought forward some figures are not available but the following should be noted.

Receipt on 14 April 2021 of VAT refund for period 01.04.2020 to 31.03.2021 of £212.12.

The first installment of the 2021-22 Precept is due to be received in the last week of April.

To note that the Internal Audit fee for 2020-21 and insurance renewal premium will fall due for payment in before the end of May 2021.

8.8. To receive a bank reconciliation report to 31 May 2021.

This report will not be issued until a date in May 2021.

8.9 To receive a budget / actual comparison to 31 May 2021.

This report will not be issued until a date in May 2021.

9. To consider the following new Correspondence received and decide action where necessary:

CPRE - Fieldwork - Spring 2021.

CPRE - Countryside Voices - Spring 2021.

10. North Yorkshire Police local PCSO Crime reports.

These reports are still suspended.

11. To consider matters raised with/by the Ward Member – Councillor J.C.Galvin.

To receive a report on matters not listed elsewhere.

12. To notify the clerk of matters for inclusion on the agenda of the next meeting.

13. To confirm the date of the next meeting as Monday - **date to be confirmed and to confirm the cancellation of the meeting scheduled for Monday 10 May 2021 if deemed appropriate.**

M.G.Davies (Clerk)

Date of issue **Tuesday 20 April 2021.**