



## 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 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 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)

### 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
		<b>Total (A)</b>	<b>£11,726.35</b>

  

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)
		<b>Total (B)</b>	<b>£11,726.35</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	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

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>