



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 09 October 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 Oct 2023**

Meeting Agenda

98 Apologies

98.1 To receive apologies and approve reasons for absence.

99 Declarations of Interest

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

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

99.3 To grant any requests for dispensation as appropriate.

100 Council Minutes

100.1 To confirm the minutes of the council meeting on **11 September 2023** as a correct record.

101 Public Participation

101.1 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

102 Planning Applications

102.1 23/01656/FUL – Livery Stables nr Broket Court – Underground pumping station

102.2 Any applications received after the agenda was posted.

103 Planning Decisions

103.1 23/00810/FUL – Willow Garth, Mill Lane – Raise roof height, add 2 dormer windows.

Withdrawn.

103.2 23/00885/LBC – The Old Vicarage, Tyn Garth – Installation of flood protection measures.

Withdrawn.

103.3 22/00663/FUL – Toad Hall, Mill Lane – Update river banking

Approved.

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

104 City of York Council Ward Member Report

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

Finance

105 Financial matters

105.1 To approve/note payments as detailed in Appendix 1 and any payments after posting agenda.

105.2 To note receipts as detailed in Appendix 2.

105.3 To approve a bank reconciliation report up to **30 September** in Appendix 3.

105.4 To note the internal controls undertaken prior to the meeting.

105.5 To review the end of quarter budget position (Appendix 4).

Discussion & Decision Items

106 Clerk's Report

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

107 Defibrillator

107.1 To consider adopting a policy of retaining an active spare set of defibrillator pads.

108 Bishopthorpe Bridge

108.1 To consider the impact of the recent 18 tonnes weight limit placed upon Bishopthorpe Bridge.

Correspondence, Training & Security

109 Correspondence

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

109.1 White Rose Update (8, 22 Sep).

109.2 YLCA York Branch Meeting – notice, agenda and previous minutes (12 Oct 2023).

109.3 YLCA Law and Governance (Sep 2023).

109.4 YLCA Information and Training Bulletin (Sep 2023).

109.5 Countryside Voices CPRE (Autumn/Winter 2023).

109.6 Weekly list of planning applications from COYC.

110 Training and Employment

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

111 Policing and Security

111.1 To receive a Community Speed Watch report.

111.2 To receive local crime reports.

112 Information or items for inclusion on next meeting agenda

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

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

113 Date of the Next Meeting

113.1 To confirm the date of the next meeting as 13 November 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 (N/A)

To whom	s137	N/A	Description	Total
C Booth		A	Clerk's Salary - October	372.00
Advanced Computer Solutions		A	Domain/SSL/Email	334.80
HSBC Bank		N	Bank Charges	8.00
			Total	£714.80

Transfer of £714.80 from Money Manager to Current Account.

Appendix 2

Receipts to note

From whom	Description	Total
HSBC Bank	Bank Interest	45.62
City of York Council	2 nd Precept Payment	2,276.50
	Total	£2,322.12

Appendix 3

Bank Reconciliation

Bank	On	Total
HSBC Money Manager	30/09/2023	12,056.42
HSBC Community Account	30/09/2023	500.00
Petty Cash	30/09/2023	0.00
	Total (A)	£12,556.42

Cash Book	On	Total
Cash in hand	01/04/2023	11,842.33
Receipts to date	30/09/2023	5,268.38
Payments to date	30/09/2023	(4,554.29)
	Total (B)	£12,556.42

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
Clerk's Salary							3,800.00	2,232.00	1,900.02	4,132.02	-332.02	-332.02
Clerk's Allowances							172.00	86.00	86.00	172.00		
Office Expenses							200.00	69.71	100.02	169.73	30.27	30.27
AMMH Hall Hire							300.00	0.00	300.00	300.00		
BHIB Insurance (fixed 2021-2024)							595.00	584.95		584.95	10.05	10.05
Professional Fees							160.00	155.00		155.00	5.00	5.00
Annual Subscriptions							537.50	514.00		514.00	23.50	23.50
Training							450.00	261.80	225.00	486.80	-36.80	-36.80
Website & Email Hosting							554.40	0.00	554.40	554.40		
IT Equipment							250.00	0.00		0.00	250.00	250.00
Verge Maintenance							0.00	0.00		0.00	0.00	0.00
Grants/Projects - Unplan							0.00	253.50		253.50	-253.50	-253.50
Grants/Projects - Plan							1,450.00	109.28		109.28	1,340.72	1,340.72
Defibrillator Maintenance							0.00	0.00		0.00		
Software Purchase							200.00	0.00		0.00	200.00	200.00
Software Subscriptions							172.00	154.80		154.80	17.20	17.20
Bank Charges							96.00	50.50	48.00	98.50	-2.50	-2.50
							8,936.90	4,471.54	3,213.44	7,684.98	1,251.92	1,251.92

Incomings	Receipts					Payments					Net	
	Title	Budget	Actual	Forecast	Total	Variance	Budget	Actual	Forecast	Total		Variance
COYC Precept	4,553.00	4,553.00			4,553.00	0.00						0.00
Bank Interest	12.00	86.03	6.00		92.03	80.03						80.03
Slipway Rent	3,250.00	0.00	3,250.00		3,250.00	0.00						0.00
VAT Refund	0.00	0.00			0.00	0.00						0.00
Ward Grants	0.00	0.00			0.00	0.00						0.00
Miscellaneous	0.00	0.00			0.00	0.00						0.00
	7,815.00	4,639.03	3,256.00		7,895.03	80.03	0.00	0.00	0.00	0.00	0.00	80.03
NET TOTAL	7,815.00	4,639.03	3,256.00		7,895.03	80.03	8,936.90	4,471.54	3,213.44	7,684.98	1,251.92	1,331.95