



## Minutes of the Acaster Malbis Parish Council Ordinary Meeting on 10 Oct 2022

**Cllrs:** G Taylor (Chair), B Hawkins, J Redfearn, D Walker

**Clerk:** C Booth

**Others:** Ward Councillor J Galvin and no members of the public.

### 91 Apologies

91.1 Apologies were received from Cllrs Jones, Harlington and Newark. The reasons for absence were approved.

### 92 Declarations of Interest

92.1 No declarations of interest were received from councillors on items on the agenda.

92.2 No requests for dispensations for disclosable pecuniary interests.

92.3 No requests for dispensation were granted.

### 93 Council Minutes

93.1 Minutes of the council meeting on **12 Sep 2022** were circulated to all councillors. It was

**Resolved:** That these minutes represent a true and correct record and be duly signed by the Chair.

### 94 Public Participation

94.1 No members of the public were present at the meeting requesting to speak.

### 95 Planning Applications

95.1 22/01836/FUL – 61 Mill Lane – Single storey first floor extension to the rear.  
AMPC has no objection to this application.

### 96 Planning Decisions

96.1 No new planning decisions have been received since the last meeting.

### 97 City of York Council Ward Member Report

97.1 Unfortunately the medlar tree near to Lakeside will need to be felled as the lean on the tree is too great to be rectified and presents a potential hazard to people walking along the footpath.

97.2 Cllr Galvin advised that Brunswick will refresh the planter in Autumn, but the council will need to make its own arrangements for re-planting in 2023.

### 98 Clerk's Report

98.1 The clerk reported that the following activities had taken place since the last meeting:

- A number of copies of the updated Emergency Plan were printed at request of the team leader for the Emergency Team.
- An Emergency Planning meeting was held on 4 Oct and was well attended by volunteers.
- The defibrillator software update was requested and notices of the outage posted. The courier did not arrive to pick up the unit and so the update will need to be rescheduled.

- A message was sent to the Public Rights of Way Team at COYC regarding the locked gate by Naburn Lock leading to the South Ings.

## **99 New Defibrillator**

- 99.1 AMMH have approved in principle the council's request to site a new defibrillator on the north gable of the Memorial Hall. The council would like to thank the trustees for their help with this matter.
- 99.2 A request has been sent to The Ship Inn to ask if they would like to donate the money raised from their fundraising appeal to this scheme.
- 99.3 After considering the best way to fund the defibrillator it was  
**Resolved:** That the new defibrillator will be purchased from the council reserves.

## **100 Budget 2023**

- 100.1 The verge maintenance carried out by COYC has been sporadic this year and there is a little confidence that it will improve in future years. The council agreed to add a budget item for verge maintenance to help keep the village tidy.
- 100.2 A budget item to support the volunteers in the Balsam Bash was agreed for equipment and refreshment.
- 100.3 A budget item is to be added to provide plants for the planter for Summer and Winter 2023.

## **101 Correspondence**

- 101.1 White Rose Update (16, 30 Sep) - noted.
- 101.2 York Flood Alleviation Scheme newsletter Sep 2022 – noted.
- 101.3 Law and Governance (Oct 2022) - noted.
- 101.4 York Enhanced Partnership for Buses – noted.
- 101.5 Weekly list of planning applications from COYC.

## **102 Financial matters**

- 102.1 Payments as detailed in Appendix 1. It was  
**Resolved:** To settle outstanding accounts with immediate effect.
- 102.2 The receipts as detailed in Appendix 2 were noted.
- 102.3 After consideration of the bank reconciliation report in Appendix 3, it was  
**Resolved:** That council approved the bank reconciliation up to **30 September 2022**.
- 102.4 Internal bank control checks were carried out prior to the meeting by Cllr Hawkins for the month of September 2022.
- 102.5 The budget versus actual spend up to **30 September 2022** in Appendix 4 was noted.

## **103 Training and Employment**

- 103.1 There were no reports of training or external meetings.

## **104 Policing and Security**

- 104.1 It was noted from the UK Crime Stats website:
  - July: 1: anti-social Behaviour; 1 criminal damage or arson; 1: other; 4: violent crimes recorded.
- 104.2 It was noted that a burglary at The Ship Inn was carried out on 24 Sep. There was also an incident on Mill Lane involving the occupier of a white car shining a bright light into the face of two people.
- 104.3 A discussion was held about the merits of adding CCTV at the entrance and exit of the village.

**105 Information or items for inclusion on next meeting agenda**

105.1 The following items should be included on the next agenda.  
There were no additional items noted.

105.2 To exchange information not on the agenda. There was no additional information to exchange.

**106 Date of the Next Meeting**

106.1 The next ordinary meeting of the council will be held on 14 November 2022 in the Memorial Hall.

Chairman .....

**Date approved: 14 Nov 2022**

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
HSBC Bank	Bank Charges	8.00
Advanced Computer Solutions	Domain/SSL/Email	390.00
C.H Booth	Clerk's Telephone allowance	18.00
C.H Booth	Clerk's Office allowance	35.00
Advanced Computer Solutions	Domain/SSL/Email – credit	-67.20
	<b>Total</b>	<b>£383.80</b>

**Transfer of £383.80 from Money Manager to Current Account.**

## Appendix 2

### Receipts to note

From whom	Description	Total
HSBC Bank	Bank interest	2.23
City of York Council	2 <sup>nd</sup> Precept Payment	2,276.00
Currys Business	Laptop Trade in	75.01
	<b>Total</b>	<b>£2,353.74</b>

## Appendix 3

### Bank Reconciliation

Bank	On		Total
HSBC Money Manager	30/09/2022		10,703.42
HSBC Community Account	28/09/2022		500.00
Petty Cash	30/09/2022		0.00
		<b>Total (A)</b>	<b>£11,203.42</b>

Cash Book	On		Total
Cash in hand	01/04/2022		15,464.75
Receipts to date	30/09/2022		4,776.96
Payments to date	30/09/2022		-9,038.29
		<b>Total (B)</b>	<b>£11,203.42</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	418.95	320.00	738.95	3,061.05	3,061.05
Clerk's Allowances							172.00	76.00	86.00	162.00	10.00	10.00
Office Expenses							400.00	21.50	199.98	221.48	178.52	178.52
AMMH Hall Hire							290.00	225.00	0.00	225.00	65.00	65.00
BHIB Insurance							593.00	593.39	0.00	593.39	-0.39	-0.39
Professional Fees							80.00	75.00	0.00	75.00	5.00	5.00
Annual Subscriptions							507.00	410.00	41.00	451.00	56.00	56.00
Training							500.00	133.60	250.00	383.60	116.40	116.40
Website & Email Hosting							280.00	25.00	440.00	465.00	-185.00	-185.00
Website Maintenance							0.00	0.00	0.00	0.00	0.00	0.00
IT Equipment							250.00	1,135.03	0.00	1,135.03	-885.03	-885.03
Verge Maintenance							0.00	0.00	0.00	0.00	0.00	0.00
Grants/Projects - Unplan							0.00	1,409.00	0.00	1,409.00	-1,409.00	-1,409.00
Grants/Projects - Plan							700.00	3,500.00	500.00	4,000.00	-3,300.00	-3,300.00
Defibrillator Maintenance							0.00	41.95	0.00	41.95	-41.95	-41.95
Software Purchase							200.00	492.97	0.00	492.97	-292.97	-292.97
Software Subscriptions							572.00	129.00	0.00	129.00	443.00	443.00
Bank Charges							0.00	48.00	48.00	96.00	-96.00	-96.00
							<b>8,344.00</b>	<b>8,734.39</b>	<b>1,884.98</b>	<b>10,619.37</b>	<b>-2,275.37</b>	<b>-2,275.37</b>

Incomings	Receipts					Payments					Net	
	Title	Budget	Actual	Forecast	Total	Variance	Budget	Actual	Forecast	Total	Variance	Net
COYC Precept		4,553.00	4,553.00	0.00	4,553.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank Interest		1.00	3.35	0.00	3.35	2.35	0.00	0.00	0.00	0.00	0.00	2.35
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	75.01	0.00	75.01	75.01	0.00	0.00	0.00	0.00	0.00	75.01
		<b>7,804.00</b>	<b>4,631.36</b>	<b>3,250.00</b>	<b>7,881.36</b>	<b>77.36</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>77.36</b>
<b>NET TOTAL</b>		<b>7,804.00</b>	<b>4,631.36</b>	<b>3,250.00</b>	<b>7,881.36</b>	<b>77.36</b>	<b>8,344.00</b>	<b>8,734.39</b>	<b>1,884.98</b>	<b>10,619.37</b>	<b>-2,275.37</b>	<b>-2,198.01</b>

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