

## Minutes of the Acaster Malbis Parish Council Meeting on 09 Oct 2023

**Venue:** Acaster Malbis Memorial Hall – ordinary meeting on 09 Oct 2023 at 19:30.

**Cllrs:** G Taylor (Chair), R Jones, I Nilsson-Forrest, D Walker, L Welch

**Clerk:** C Booth

**Others:** Two members of the public.

### 98 Apologies

98.1 Apologies were received from Cllr Newark and Redfearn. Apologies were also received from Ward Cllr Nicholls.

### 99 Declarations of Interest

99.1 The following declarations of interest were received from councillors on items on the agenda:  
Cllr Taylor with respect to item 108.1 as a landlord to a local haulage business.

Cllr Welch with respect to item 102.1 as a resident of Intake Lane.

99.2 No written requests for dispensations for disclosable pecuniary interests.

99.3 No requests for dispensation were granted.

### 100 Council Minutes

100.1 Minutes of the council meeting on **11 September 2023** were circulated to all councillors. It was **Resolved:** That these minutes represent a true and correct record and be duly signed by the chair.

### 101 Public Participation

101.1 Concern was expressed by a resident about the lack of signage at the top of Simbalk Lane warning drivers of the weak Bishopthorpe Bridge.

### 102 Planning Applications

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

No objection but safeguards to be sought regarding access to Intake Lane – particularly during the months when floods are likely.

### 103 Planning Decisions

103.1 22/00663/FUL – Toad Hall, Mill Lane - Retaining wall along river front  
Approved.

### 104 City of York Council Ward Member Report

104.1 No report was available from Cllr Nicholls.

## **105 Financial matters**

105.1 After considering the payments as detailed in Appendix 1, it was

**Resolved:** That the payments are approved and outstanding accounts should be settled.

105.2 The receipts as detailed in Appendix 2 were noted.

105.3 After considering the bank reconciliation report up to **30 September** in Appendix 3, it was

**Resolved:** That the bank reconciliation report up to 30 September 2023 was approved.

105.4 Internal bank controls were not undertaken prior to the meeting for the month of September 2023.

105.5 The budget vs actual for Q2 was reviewed and spending was found to be under control.

## **106 Clerk's Report**

106.1 The Ainsty IDB could not provide an update on water vole activity at the Lakeside Dyke as this would need to be assessed at the optimum time of year which is Aug/Sep.

106.2 IDB confirmed that their byelaws apply to all the land next to Mill Garth and permission would be needed prior to any changes. The IDB further advised they only maintain the fence and trash screen on that land.

106.3 Following on from the point 106.2 above, a response was provided to a resident seeking information about the maintenance to the land next to Mill Garth (ref 93.5).

## **107 Defibrillator**

107.1 After considering the purchase policy of defibrillator pads, it was:

**Resolved:** That one in-date spare set of pads would be retained for each type of defibrillator the council maintains.

## **108 Bishopthorpe Bridge**

108.1 After considering the weight limit on Bishopthorpe Bridge and the effect of local business and residents it was agreed that the clerk would seek clarification on: the bridge inspection report; the plan and timetable going forwards; consideration of additional signage at the top of Simbalk Lane.

## **109 Correspondence**

109.1 White Rose Update (8, 22 Sep) - noted.

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

109.3 YLCA Law and Governance (Sep 2023) - noted.

109.4 YLCA Information and Training Bulletin (Sep 2023) - noted.

109.5 Countryside Voices CPRE (Autumn/Winter 2023) - noted.

109.6 Weekly list of planning applications from COYC - noted.

## **110 Training and Employment**

110.1 There were no reports of training or external meetings.

## **111 Policing and Security**

111.1 The Community Speedwatch team was deployed once since the last meeting during which 1 vehicle had a measured speed of over 35mph in a 30mph limit.

111.2 It was noted from the Police UK website:

- August: 1 Anti-social behaviour

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

112.1 To consider the 18t weight limit on Bishopthorpe Bridge.

**113 Date of the Next Meeting**

113.1 The next ordinary meeting of the council will be held on 13 November 2023 in the Memorial Hall.

Chairman .....

**Date approved: 13 Nov 2023**

Acronyms:

AMPC	Acaster Malbis Parish Council	COYC	City of York Council
AMMH	Acaster Malbis Memorial Hall	YLCA	Yorkshire Local Council Association
IDB	Ainsty(2008) Internal Drainage Board		

## 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
			<b>Total</b>	<b>£714.80</b>

**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 <sup>nd</sup> Precept Payment	2,276.50
	<b>Total</b>	<b>£2,322.12</b>

## 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
	<b>Total (A)</b>	<b>£12,556.42</b>

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)
	<b>Total (B)</b>	<b>£12,556.42</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	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
							<b>8,936.90</b>	<b>4,471.54</b>	<b>3,213.44</b>	<b>7,684.98</b>	<b>1,251.92</b>	<b>1,251.92</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		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
		<b>7,815.00</b>	<b>4,639.03</b>	<b>3,256.00</b>	<b>7,895.03</b>	<b>80.03</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80.03</b>
<b>NET TOTAL</b>		<b>7,815.00</b>	<b>4,639.03</b>	<b>3,256.00</b>	<b>7,895.03</b>	<b>80.03</b>	<b>8,936.90</b>	<b>4,471.54</b>	<b>3,213.44</b>	<b>7,684.98</b>	<b>1,251.92</b>	<b>1,331.95</b>

This page is intentionally blank.