



Heworth Without Parish Council
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Minutes of the Meeting of Heworth Without Parish Council held 21st September 2020; held remotely using Zoom electronic platform

Present:

Councillor R. Clayton (Chairman), Councillor R. Cook, Councillor M. Starkey, Councillor M. Wells, Councillor P. Wells, Councillor S. Whitmore, Councillor N. Ayre, David Gibbon (public), David Harrison (public), Andrew Garbutt (public), Jenny Hitchens (public), Sue Randerson (public) and Gayle Enion-Farrington (Clerk)

To be approved at HWPC meeting to be held 19/10/2020

50/2020. Apologies:

a. To Note Apologies and Approve Reasons for Absence
We noted the continued absence from our (zoomed) meetings of two councillors. We deferred – to item 58g – our consideration of their Reasons for Absence.

51/2020. To Note any Declarations of Interest:

- a. To Approve Dispensation Requests
None
- b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests
None

52/2020. Public Participation:

Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so.

PLEASE NOTE: Total time limit for this item is 30 minutes, each speaker limited to a 5-minute slot.

Jennie Hitchen – Discussed plans for the playground, excited by the basketball area and supported from her profession of being a physio. The climbing rock is greatly supported for older children and parents. Wishes to support accessible play equipment, but entrance would need to be made accessible, use of a RADDAR key for the double gates or the new gate at the side could be accessible.

David Gibbon – very supportive of the Jubilee wood area and maybe making it into a forest garden with fruit trees. Would like exercise equipment for adults too. Cllr M. Wells confirmed the proposal to replace the gym equipment for all ages except young children.

David Harrison – The repaired entrance gate is too tight and hard to enter with a pushchair etc. Cllr P. Wells reported that it's a fine balance - it needs to be strong enough that a small child cannot open and escape, but suitable for people to enter.

When made accessible please consider an all weather path to all areas of the play area so that all users are able to gain access to the play equipment.

It was resolved to review the gate hinge and discuss any changes with David Harrison.

Also wished to comment on the play area. Very supportive of the ideas but queried the climbing rock dimensions.

Once the parish has quotes and final specifications the ideas will be proposed to the parish.

Suzanne Randerson – Was unable to remain at the meeting but submitted an email as wanted to also support the basketball area and an improved small roundabout with improved motion. She thinks it would be a huge asset for the local children (of all ages) to have somewhere for them to use their rollerblades/ scooters/ learn to ride their bikes etc. She can't see that it would create any further noise than is already the case for the local residents but would give the local children something else to do in the community. The roundabout is pretty pointless as it does not spin without a huge effort - surely this is something that can be looked at? Already under consideration.

Additionally, the gym equipment that has been removed - would you consider some additional pieces for in the wildlife field. Again, this can be used by young and old in a circuit format which can be socially distanced over the course of the field. Already under consideration.

53/2020. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

A verbal report was received from Cllr Nigel Ayre.

Discussed small toddler roundabout. Its slow but safe. It was agreed to look at something with more motion and look at roundabout at Rowntrees.

Nigel Ayre suggested that the parish council meets with him sooner rather than later on proposals for the play area to discuss possible funding.

Q Will there be a ward committee meeting soon? It is becoming increasingly less likely, unless a virtual one can be organised.

COVID19 – Super output area contains Heworth Without Ward, Heworth and Stockton of Forrest and we are in the top 3 in York increasing cases of coronavirus cases. We anticipate that we are 2 to 3 weeks behind lockdown, similar to other places in the North East etc. We all need to be better prepared for emergencies and we need to be prepared for dual emergencies in COVID19 and Flooding!

Most city services are nearly back to pre COVID operating times.

N. Ayre presented the current case for Devolution and its impact upon the city.

Ward Highways budget over a 4 year budget; officers intend to tour the ward and look at key areas that need improving.

David Gibbon advocated going pesticide free in York's green spaces, particularly on Highway verges. Cllr N Ayre updated the current challenges and invited him to email directly,

54/2020. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 17/08/2020
It was resolved to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 18/08/20.

55/2020. Councillor Vacancy

- a. To Note Co-option was advertised on 9th September, as CYC were late in actioning our instruction for a by-election notice. After the elapse of 14 days (not including weekends) 8th September 2020, CYC confirmed on 9th September that no election had been called for, so the Clerk immediately advertise the vacancy for co-option as per minutes 17/8/20.
- b. To set and approve an interview date for all co-option applicants. Closing date for applicants is 23rd September 2020.
It was resolved to hold interviews on Monday 5th October 2020. Cllr R Clayton will confirm details nearer the time.

56/2020. Planning:

- a. To Consider planning applications received - none this month
- b. To Consider any other planning related issues - none this month
- c. To Consider any planning enforcement issues - none this month

57/2020. Finance:

- a. To Approve payments as detailed in Appendix 1
It was resolved to approve all following payments

INVOICES TO BE PRESENTED FOR PAYMENT 21/09/2020

Invoices to be paid 21/9/2020 APPENDIX 1

£

Clerk Payroll	wages	£468.05
	Home working allowance	£15.00
		£483.05
Clerk Expenses	zoom	£14.39
	Plusnet monthly SIM charge	£6.00
	18/8/20 Bus Travel to sort Barclays Online Banking	£4.50
	23/8/20 Paint Brushes for Payback Team (Amazon)	£27.81
	23/8/2020 Paint for Payback Team (Amazon)	£209.93
	23/8/2020 White Duck Tape to cover signs with incorrect clerk mobile no.	£5.51
	Clerk Laptop from AO as agreed	£549.00
		£817.14
Peter Wells	Drill Bits B&Q	£22.12
	Threaded Rod and Nuts Tool Station	£6.03
	Newsletter printing costs	£92.30
Groundsman	wages	£162.60
	Expenses - fuel	£22.55
Move it	Removal of Waste from Stray Road Allotments	£350.00
Luke Gommersall	Removal of old benches and installation of 2 new benches	£860.00
Nicola Moorcroft	Ongoing issues with plusnet for previous clerk phone. Resolved now	£10.64
PAYE	PAYE Q2 Jul-Sep	£162.60
Garden & Estate Machinery Services	Kevins Heels repaired Groundsmans ride on lawnmower	£108.71
TOTAL		£3,097.74

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 31 August 2020
It was resolved to approve the Cash Book & Income and Expenditure to 31 August 2020
- c. To Approve Bank Reconciliation Statement to 31 August 2020
It was resolved to Approve Bank Reconciliation Statement to 31 August 2020
- d. To report progress in effecting necessary changes in our internet banking account
It was noted that all internet banking is resolved and the Clerk and Cllr P Wells now have full access to Barclays Bank on line banking
- e. To report progress on the closure of Yorkshire bank accounts
It was noted that the Yorkshire Bank Current Account has been closed. The Parish still has a small Savings account with Yorkshire Bank.

58/2020. Heworth Without Parish Council Administration:

- a. To report that the replacement Clerk Laptop has been purchased at the agreed price and the clerk needs reimbursing. As per appendix 1. Approved.
It was noted.
- b. To Approve and instruct Vision ICT to upgrade HWPC website to be Web Accessibility Guidelines WAG Compliant and to create a Website Accessibility Statement on the Parish Councils website with immediate effect. Approved cost of £650 +VAT.
It was resolved to go ahead with Vision ICT to make the parish website fully accessible.
- c. To note a temporary Website accessible Statement has been placed on our website prior to the deadline of 23rd September 2020, as advised by VisionICT.
It was noted that the website is henceforth legal under WAG regulations.
- d. To discuss the completion and distribution of the Newsletter
It was noted that the newsletter has been a huge success and was delivered very promptly. Thanks to all involved, particularly to its editor, Councillor Peter Wells.
- e. To approve delegated powers to the Clerk / RFO to process invoices in a timely manner (so long as the total amount has been pre-approved and minuted at a previous meeting. This is to support small businesses. At the next meeting 'Invoices for payments to be approved' should show clearly which have been processed and why. These payments still require a 2nd signatory for processing.
It was resolved for the clerk to have delegated powers to process invoices in a timely manner (so long as the total amount has been pre-approved and minuted at a previous meeting.
- f. To approve that the Council issues its next newsletter after the January meeting, in order to explain to residents any rise in precept that may be required.
It was resolved to have a newsletter ready for distribution as soon as practicable after our January 2021 meeting.
- g. To approve that the Council monitors and takes steps to remove those members who have failed to attend meetings over a six month period.
It was resolved that the Chair should establish contact with our non-attending councillors, and inform them that, as the relevant regulations prescribe, their continued absence from our meetings without acceptable Reasons for absence must entail their resignation.
It was resolved to confirm that the 6 month count on their non-attendance has begun.

59/2020. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To report that further to the playground inspection undertaken on 8th July 2020 all required repairs have taken place and that further to the removal of the gym equipment, the area has been re-grounded and reseeded by Playscheme on 11/9/20. Should the ground sink again (so that the old gym foundations are less than 100-150mm below ground level), they will return FOC and rectify.
This has been noted
- ii) To report on the installation of new and the removal of the old benches: this took place 14th & 15th September 2020 by Luke Gommersal and he also repaired a broken paving slab FOC.
It was noted that they look great. Thanks to Luke Gommersal
- iii) To report progress on the painting of the black railings surrounding the play area
It was noted that the community payback team did a fantastic job in the time allowed to use the community centre before it opened. It was agreed that painting to be finished by our groundsman Dave Morrod. Thanks to Dave.
- iv) To report progress on the arrangements for necessary tree-surgery within the play area
To was noted that work took place today 21st September and the willow has been pollarded to 7 meters, rather than 5, according to the contactor's advice.
- v) To report the date of the annual playground inspection due in October 2020.
It was noted that this will take place around 2nd week in October 2020, so we can get a report in for the following parish meeting.
- vi) To report progress on our investigations into future play area equipment
The following report is noted

Joint Meeting of the RAWG and Stray Rd Play and Recreation Area on 15/9/20 (Ron, Peter, Melanie and Margarete)

The two HWPC working groups met to finalise plans in the event that we are allocated ward funding. The aim is to improve the provision of our play and recreation area by choosing equipment that is suitable for a wide range of ages and abilities.

It was decided that we should find prices/quotes for:

In the playground

- a. an inclusive swing to fit into the existing swing bay
- b. an inclusive nest swing to replace the flat circular swing
- c. a climbing rock(s) structure (similar to that at Rawcliffe Bar) to fill the gap where the condemned equipment had been sited to maintain the idea of the lower part of the playground being more for the older ones – hopefully there will be plenty of nooks/crannies in the structure so that children who prefer to hide in small spaces will feel safe (in order to set up a structure of this size, some flexibility with the seat and picnic tables may be necessary)
- d. possibly a more workable roundabout that still revolves when children are sitting on it

In the recreation area

- e. a basketball hoop and some hardstanding (about 7m x 7m) running parallel with the football pitch so that football and basketball can be played simultaneously
- f. possibly three pieces of outdoor gym equipment placed at intervals behind the far football goal on the Hilbeck Grove side, making them visible and therefore attractive.
- g. several simple benches around the area to enable residents to rest between exercise

Also after this meeting there has been the consideration of goal nets and frequent replacements

- vii) To approve signage for 'no parking' outside the play area.
It was resolved for Cllr Peter Wells to confirm the wording relating to small children, emergency access and overall safety reasons and for the clerk to get a quote for a formal sign.

b. Stray Road Playing field, Jubilee wood and wildflower meadow

- i) To report on matters relating to Playing field, Jubilee wood and wildflower meadow
It is noted that plans for the allotments are still in progress at the moment. The first stage - full occupancy of the allotments – has been achieved thanks to the clerk. However, several allotmenters have expressed concern that children seem to be moving equipment from the allotments and scattering it in the recreation area. Hopefully, when this area can offer more activities for the community and is being used more fully, this will have a beneficial effect on the allotments and the second stage – opening up the allotments with a perimeter path - can be considered. All plots need to be cultivated to prevent people walking across them thinking they are abandoned plots.

c. Open Spaces and other assets

- i) To report progress refurbishing the condition of the parish noticeboards.
It was noted that due to the boards being left open to reduce condensation, the new backing boards have got wet and are no longer fit for purpose. Need expert advice. Maybe cork material?
- ii) To consider and approve Heworth Without Community Centre's request to cut back their Willow Tree which is overhanging their entrance driveway. Yorkshire Tree Surgeons Ltd have been booked by the Community Centre Mgt Team to carry out the work on Monday, 12 October 2020. **It is resolved** that the tree work can take place, but the Community centre is to cover the cost of this.

d. HWPC Allotments

- i) To report progress with all new allotment tenants
It was noted that all plots are occupied, although one may be leaving at the end of the year, but we do have a waiting list.

60/2020. Employment and Training:

- a. To Consider any current employment/training related issues
It was noted that the Clerk will attend the next available clerk and RFO training and a VAT with councils' course.
- b. To note that any councillors who attend any YLCA webinar training can now email and request an attendance certificate for their CPD record.
It was noted that at a recent clerk forum, as when people have attended face to face training in the past, a certificate for CPD has been issued.

61/2020. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

It was noted that on 8th October Zoom Councillor meeting is due and M. Wells and S Whitmore will be attending. M Starkey is also invited to attend.

62/2020. To Consider Highway/Transport Issues:

- a. To Receive update re: HWPC involvement in Community Speed Watch initiative
It was noted that Stray Road and Stockton Lane seem to be key areas of concern for speed. Cllr M Starkey to see what training is available to monitor this.
- b. To Note any further highway issues.
None

63/2020. Policing and Security Matters:

- a. To Consider Neighbourhood Policing Team Report
It was resolved that we must request a monthly police report, as we receive nothing at present.
- b. To Consider any further policing and/or security related issues
None

64/2020. Correspondence:

- a. To Note Correspondence to the clerk received not specifically dealt with on this agenda
None

65/2020. To Note matters for Information and items for next monthly meeting agenda

It was noted that local arrangements may need to change depending on what is announced by the government in future and having regard to Cllr. Ayre's information about Covid 19's presence in our area.

66/2020. To Confirm date and time of next meeting

To Confirm date, time and venue for the next ordinary Meeting of Heworth Without Parish Council as Monday 19 October 2020 at 7pm via zoom platform.

This was agreed