



Heworth Without Parish Council
Nicola Moorcroft (Clerk to Parish Council)
83 Broome Close, Huntington, YORK YO32
Tel: 07410 976367
E-mail: clerk.hwpc@gmail.com
www.heworthwithout.org.uk

Minutes of the meeting of Heworth Without Parish Council held 16 July 2018 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG

Present:

Councillor R. Clayton (Chairman), Councillor I Cage, Councillor A. Thomas, Councillor C. Perrett, Councillor S. Whitmore, Councillor P. Wells, Councillor R. Cook, Councillor N. Denton, Councillor M. Wells and Nicola Moorcroft (Clerk)

36/128. Apologies:

a. To Note Apologies and Approve Reasons for Absence

All members present at this meeting.

Chairman raised the matter of the absence of Ward Councillor Nigel Ayre from the meeting; ***it was resolved*** that the chairman make contact with to express the parish council's disappointment at his (over) 3 year long absence from meetings and to highlight the importance of a constructive working relationship between the Ward Team and Heworth Without Parish Council (HWPC).

37/128. To Note any Declarations of Interest:

a. To Approve Dispensation Requests

None received.

b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

No further declarations made

38/128. Public Participation:

There were no members of the public present at this meeting.

39/128. Minutes

a. To Approve Minutes of Annual Meeting of Heworth Without Parish Council held 25/06/2018

It was resolved to approve said minutes as a true and accurate record of the ordinary meeting held 25/06/2018; signed and dated by the Chairman

b. To Update members on matters raised at meeting held 25/06/2018 not specifically dealt with in this agenda

- Additional noticeboard ordered; delivery and installation delayed until Clerk returns from annual leave.
- Benches at Stray Road bus stop installed.
- Trees along Stockton Lane reported to CYC tree officer

40/128. To Review and Approve Strategic Documents of Heworth Without Parish Council and GDPR Policies:

a. Standing Orders

It was resolved to approve the Standing Orders as amended (circulated prior to this meeting); clerk to provide all members with an electronic or hard copy as required.

b. GDPR - Security Incident Policy

It was resolved that a policy be drafted from the information provided, for consideration at September meeting of Heworth Without Parish Council.

41/128. Planning:

a. To Consider planning applications received (Appendix 3)

Heworth Without Parish Council considered the under-mentioned applications, received from City of York Council and reached the decisions shown:

CYC Reference	Address / Description	Heworth Without Parish Council Decision:
18/01490/FUL	14 Allington Drive York YO31 0NN Two storey side extension and single storey rear extensions.	Heworth Without Parish Council has no objections to this planning application.
18/01125/FUL	Notre Abri Stockton Lane York YO32 9UB Two storey rear extension linking house to existing detached garage and increase in height of existing garage building including 2no. dormer windows to front.	Heworth Without Parish Council has no objections to this planning application.

b. To Consider any other planning related issues

City of York Council Planning Decision Notices:

Application at: 76 Burnholme Avenue York YO31 0NB

For: Conversion of garage/store to 1no. dwelling with associated bike/bins store

Application Ref No: 18/00991/FUL

Approved

c. To Consider any planning enforcement issues

None raised.

42/128. Finance:

a. To Approve payments as detailed in Appendix 2 (a)

INVOICES TO BE PRESENTED FOR PAYMENT 16/07/2018

Clerk	Wages	348.06
	Mileage (52 miles @ 0.45 per mile)	23.4
	Home office Allowance	15
	monthly SIM charge	5
	2x hi vis jackets	20
Groundsman	wages	250.76
	work boots and brush	33.48
Garden Estate & Machinery Services	Repair ride on mower	128.73
Sleightholm Landscapes	work to allotment site	384.00
Viking	stationery 2 years	194.44
TOTAL		1402.87

INCOME

NIL	NIL
TOTAL	£0.00

It was resolved to approve an additional payment of £390.00 to Scott Gomersall for installation of two benches at Stray Road bus stop.

Bank statements checked and approved by Councillor N. Denton prior to this meeting.

Invoices checked and approved by Councillor I. Cage prior to this meeting

b. To Note budget situation as detailed in Appendix 2 (b)

List of Income and expenditure as against the budget figures to end of Month 3 noted.

c. To Approve Bank Reconciliation Statement to 30 June 2018

It was resolved to approve the Bank reconciliation statement as checked against bank statement and cash book entries.

d. To Note Internal Controls undertaken 16/07/2018

Councillor I Cage and Councillor S. Whitmore undertook additional internal controls on 16/07/2018, see attached sheet.

e. To Consider Risk management/assessment document.

Clerk to re-circulate this document for consideration at August meeting of Heworth Without Parish Council.

f. To Approve purchase of security software for HWPC laptop

It was resolved to purchase security software for HWPC laptop (12 month subscription) to the value of £30

43/128. To Consider Highway/Transport Issues:

a. To Consider any highway issues and approve action required.

Evidence of horses using pedestrian walkway/cycle path along the beck – **it was resolved to** contact CYC and Councillor N. Ayre to establish whether such is a bridal way and to request signage be reinstated.

44/128. Policing and Security Matters:

a. To Consider Neighbourhood Policing Team Report

Neighbourhood Policing Team Report for June 2018 noted.

b. To Consider any Policing and/or Security Related Issues

None raised.

45/128. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

i) To Consider any matters relating to Stray Road play area and approve necessary action(s)

- **It was resolved that** councillors undertaking litter picking duties in the area be provided with a hi- vis HWPC bib/vest
- **It was resolved to** monitor the condition of the wooden pic-nic table; to consider resurfacing if condition deteriorates.
- **It was resolved to** record thanks to Groundsman for his work on the play area.

b. Stray Road Playing field, Jubilee wood and wild flower meadow

i) To Consider matters relating to Playing field, Jubilee wood and wild flower meadow and approve necessary action(s)

- **It was resolved to** record thanks to Groundsman for his work on the playing field and Jubilee Wood area.
- **Noted** – 2 x what appear to be incidences of vandalism to trees in Jubilee Wood area – Councillor R. Cook to monitor and suggest any further action to be taken at August meeting of HWPC

c. Stray Road allotment site

i) To Approve application(s) for allotment plot at Stray Road allotment site.

It was resolved to approve application by resident living outside the parish, as there are vacant plots on the allotment site.

ii) To Consider any matters relating to Stray Road allotment site and approve necessary action(s)

Members considered provision of water at allotment site – **it was resolved that** this matter be referred to Ward Team meeting for consideration (see item 48/2018 (b))

d. Open Spaces

i) To Consider any matters relating to open spaces within the parish and approve necessary

Large items in beck – members were reminded that maintenance of the beck (and removal of items therein) is the responsibility of Foss Internal Drainage Board (FIDB).

46/128. Employment Issues:

a. To Note dates for Clerk's annual leave

Clerk's annual leave from Friday 3 August returning to Monday 20 August 2018 (inclusive)

b. To Consider any further employment related issues

It was noted that the Chairman countered signed contract of employment for Groundsman.

47/128. To Note Correspondence Received and Approve action required:

- NSALG publication (***Received – no further action required***)
- Clerks and Councils Direct Publication (***Received - no further action required***)
- YLCA White Rose Update – July Edition (***Received no further action required***)

48/128. Councillor Activities:

a. To Receive Reports from Councillors who have attended training events and meetings of outside bodies.

No reports available.

b. To Consider issues to be raised at Ward Team Meeting

It was resolved that the following issues be raised at ward Team Meeting:

- Cross hatching outside play area
- Bridal path and reinstatement of signage at entrance to path along the beck
- Provision of water at allotment site
- Condition of pavements at Beans Way and Ashley Park Road
- Salt/grit bin and filling provision
- Edging of grass verges (Community Payback)
- Play area/playing field fence painting (Community Payback)
- Maintenance of path (vegetation) along beck

49/128. To Note matters for Information and items for next monthly meeting agenda

None raised.

50/128. To Confirm date and time of next meeting

To Confirm date, time and venue for next ordinary meeting of Heworth Without Parish Council

It was resolved that, due to Clerk's annual leave dates, the next meeting of Heworth Without Parish Council be held on Tuesday 21 August at 7pm at a venue to be confirmed

Meeting closed at 8.30pm