



**Heworth Without Parish Council**  
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**Minutes of the meeting of Heworth Without Parish Council held remotely (using Zoom) on 20 April 2020.**

**Present:**

Councillor R. Clayton (Chairman), Councillor S. Kelly, Councillor M. Starkey, Councillor S. Whitmore, Councillor P. Wells, Councillor R. Cook, Councillor M. Wells, Ward Councillor N. Ayre and Nicola Moorcroft (Clerk)

**180/2020. Apologies:**

**a. To Note Apologies and Approve Reasons for Absence**

Councillor A. Thomas,  
Councillor N. Denton

*It was resolved to* note all apologies and approve reasons for absence

**181/2020. To Note any Declarations of Interest:**

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

No further declarations made.

**b. To Approve Dispensation Requests**

None received

**182/2020. Public Participation:**

No members of the public present at this meeting.

**183/2020. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor:**

***Councillor N. Ayre provided a verbal report, highlight the following matters:***

- CYC response to COVID 19 situation
- Hard copy publications to be provided to all households in York
- Community Hub for the ward oversubscribed with volunteers
- Explanation of the waste services and cutting of green waste collections for the short term
- CYC Planning Committee to endeavour to meet remotely.

**184/2020. Minutes:**

**a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 16/03/2020**

***It was resolved to*** approve said minutes as a true and accurate record of the ordinary meeting held 16/03/2020; signed and dated by meeting Chairman

**185/2020. Heworth Without Parish Council Parish Council Administration:**

a. To Approve (retrospectively) decisions made from 16 March – 20 April 2020

**It was resolved to** approve the decisions made from 16 March – 20 April 2020 (see attached) due to the implementation of lockdown during the Coronavirus Pandemic.

b. To Approve HWPC Standing Orders for the holding of remote meetings.

**It was resolved to** defer approval of said Standing Order until after this first remotely held meeting of HWPC

**186/2020. Planning:**

a. To Consider planning applications received

No applications received

b. To Consider any other planning related issues

**CYC Planning decision Notices:**

**Application at:** 37 Galtres Road York YO31 1JP

**For:** Single storey side extension, formation of new entrance to side with access ramp and erection of detached building to form office space following demolition of existing porch and detached garage

**Application Ref No:** 20/00088/FUL

**Application approved**

c. To Consider any planning enforcement issues

None raised.

**187/2020. Finance:**

a. To Approve payments as detailed in Appendix 3

**INVOICES TO BE PRESENTED FOR PAYMENT 20/04/2020**

Clerk	Home office Allowance	15.00
	monthly SIM charge	5.25
Groundsman	wages	162.6
Garden estates and machinery	Ride on mower service	186.93
	Lawn - mower service	67
YLCA	Annual membership fee	584
<b>TOTAL</b>		<b>1020.78</b>

**INCOME**

Allotment rents (x4)	40
<b>TOTAL</b>	<b>£40.00</b>

***It was resolved to*** settle all above accounts with immediate effect by electronic bank transfer

**b. To Note budget situation as detailed in Appendix 4 (to end of fiscal year 2019/2020)**

List of income and expenditure as against budget figures, to end of month 12 (to end of fiscal year 2019/2020) noted.

**c. To Approve Bank Reconciliation Statement to 31 March 2020 (end of fiscal year 2019/2020)**

***It was resolved to*** approve the bank reconciliation statement to 31 March 2020 (end of fiscal year 2019/2020); Bank statements and savings account book checked against bank reconciliation statement by HWPC

**188/2020. Items requiring attention:**

**a. To Consider action regarding grass cutting in play area/playing field during Coronavirus Pandemic**

***It was resolved that*** The Groundsman, implementing social distancing undertake as much work as possible on the play area, playing field and allotment site.

**b. To Approve method (i.e. just in case a skip is not a viable option) and cost for removal of allotment rubbish**

***It was resolved that*** siting of a skip was not a viable option for removal of rubbish from the allotment site.

***It was resolved that*** this matter be revisited once Council tips reopen

**c. To Approve contractor to undertake necessary work to tree in play area.**

***It was resolved that*** this matter be deferred until after bird nesting season.

**d. To Consider time scales for interviews/appointment of new clerk/RFO to HWPC**

***It was resolved that*** this matter be deferred for one month and revisited at the May meeting of HWPC.

**189/2020. Correspondence:**

a. To Note Correspondence received not specifically dealt with on this agenda

- YLCA WRU weekly E-bulletins for 3 April, 9 April and 16 April
- CYC daily communications re: COVID 19 response and support

**190/2020. To Confirm date and time of next meeting**

***It was resolved that*** the next Meeting of Heworth Without Parish Council be the Annual Meeting of Heworth Without Parish Council to be held Monday 18 May 2020 at 7pm

***Meeting closed at 7.45pm***

**Decisions taken during Coronavirus Pandemic:**

Date	Subject matter	Decision:
19 March 2020	Interviews/appointment of new clerk/RFO	Interviews/appointment be postponed
24 March 2020	Work of Groundsman during lockdown	Groundsman instructed NOT to work during lockdown – review 3 weeks
25 March 2020	Appointment of Proper Officer (Clerk/RFO) to HWPC	The appointment of Nicola Moorcroft as Proper Officer (Clerk/RFO) on a voluntary basis until such time as new clerk/RFO is appointed
30 March 2020	Request for support from Ward Crisis Team from HWPC	Offered HWPC phone and answerphone and relay of messages
3 April 2020	Planning – High Beck REF: 20/00524/CPD	Heworth Without Parish Council has no objections to this planning application but has concerns as to the size and scale (when taking into account the size of the original dwelling house) of such a development in the designated Green Belt

20 April 2020