



Heworth Without Parish Council
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DRAFT Minutes of the meeting of Heworth Without Parish Council held 15 June 2020 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG

To be approved at HWPC meeting to be held 20/07/2020

Present:

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

15/2020. Apologies:

a. To Note Apologies and Approve Reasons for Absence

Councillor A. Thomas,

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

16/2020. 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.

17/2020. Public Participation:

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

18/2020. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

No report available.

19/2020. Minutes

a. To Approve Minutes of the Annual Meeting of Heworth Without Parish Council held 18/05/2020

It was resolved to approve said minutes as a true and accurate record of the annual council meeting held 18/05/2020; signed and dated by the Chairman

20/2020. Planning:

a. To Consider planning applications received.

No application received for consideration

b. To Consider any other planning related issues

None raised

c. To Consider any planning enforcement issues

None raised

21/2020. Finance:

a. To Approve payment of Nicola Moorcroft - 12 weeks work for HWPC @ 3.5 hours per week

It was resolved to approve the payment to Nicola Moorcroft for work undertaken to the value of £666.12

b. To Approve payments as detailed in Appendix 2

INVOICES TO BE PRESENTED FOR PAYMENT 15/06/2020

Clerk	Home office allowance	15.00
	monthly SIM charge	5.25
	Zoom	14.39
	mileage 22 miles @0.45p per mile)	9.90
	parking/banking	4.30
	postage - internal audit	4.70
Groundsman	wages	162.6
	fuel	20.87
Ian Scott	Internal Audit	135.00
HMRC	PAYE+NI APR-JUN	121.80
TOTAL		493.81

INCOME

LAND RENT	5
allotment rents x3	30
TOTAL	£35.00

It was resolved to settle all above accounts with immediate effect.

Invoices checked and approved by Councillor R. Clayton

c. To Note budget situation as detailed in Appendix 3

List of income and expenditure as against budget figures, to end of month 2, ***noted***

d. To Approve Bank Reconciliation Statement to 31 May 2020

It was resolved to approve the bank reconciliation statement to 31 May 2020; Bank statement and savings account book checked against bank reconciliation statement

e. AGAR 2019/20

- i. To Note Internal Auditors Report for 2019/20
It was resolved that the Internal Auditors Report for 2019/20 be noted.
- ii. To Approve Annual Governance Statement for AGAR (Section 1) 2019/20
It was resolved to approve Section 1 of the Part 2 AGAR 2019/20 - Annual Governance Statement; signed and dated by Chairman and Clerk
- iii. To Approve Statement of Accounts for AGAR (Section 2) 2019/20
It was resolved to approve Section 2 of the Part 2 AGAR 2019/2020- Statement of Accounts signed and dated by Chairman and RFO/Clerk
- iv. To Note the period of exercise of public rights of inspection of unaudited AGAR as 1st September to 1st October 2020
It was resolved that the period of exercise of public rights of inspection of unaudited AGAR as 1st September to 1st October 2020 be noted

22/2020. To Consider Issues Relating to Parish Assets and Open Spaces

a. To Consider quotes for removal of rubbish from the allotment site

The clerk explained that quotes for removal from the site has not been obtained; companies willing to remove and dispose of waste but unable to provide service from allotment site.

It was resolved that contact be made with CYC with regards licence/permission to dispose of said waste at council disposal sites, the intention being that councillors and volunteers hire a vehicle for such purposes.

23/2020. Employment and Training:

a. To Consider the recommendation from HWPC Employment Panel re; appointment as clerk/RFO to HWPC

It was resolved to approve, in principle the appointment of Ms Gayle Farrington as clerk/RFO to HWPC

b. To Consider convening of HWPC extra Ordinary meeting to confirm appointment and all terms and conditions of employment

It was resolved to convene an extra ordinary meeting to consider all matters related to the terms and conditions for this post.

c. To Consider any further employment or training related matters

Councillor Kelly gave a verbal report on a YLCA New Councillor training event he had attended.

24/2020. To Note Correspondence received not specifically dealt with on this agenda:

- YLCA WRU weekly E-bulletins
- CYC Weekly communications re: COVID 19 response and support

25/2020. To Confirm date and time of next meeting

It was resolved to confirm the date, time for the next ordinary Meeting of Heworth Without Parish Council as Monday 20 July 2020 at 7pm

Meeting closed at 8.05pm