



Heworth Without Parish Council
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DRAFT Minutes of the meeting of Heworth Without Parish Council held 19 August 2019 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG

To be approved at HWPC meeting to be held 16/09/2019

Present:

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

Statement from Chairman – Former Parish Councillor, Chris Perrett:

Heworth Parish Council regrets to record the death, on 26 June, after a short illness, of Parish Councillor Chris Perrett. Chris was a retired engineer, surveyor and craftsman of great skill and enthusiasm, whose practical expertise, determination, integrity and force of character made him an invaluable and influential member of the parish council and the Foss Internal Drainage Board. He will be much missed as a friend and colleague. His memorial, as he wished, is a plaque on the seats by the bridge bust stop at the junction of Applecroft Road and Stray Road, for which he long and tenaciously campaigned.

52/2019. Apologies:

a. To Note Apologies and Approve Reasons for Absence

No apologies received; all members present at this meeting.

53/2019. 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.

54/2019. Public Participation:

No members of the public present at this meeting.

55/2019. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

No report available.

56/2019. Minutes

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 22/07/2019

It was resolved to approve said minutes as a true and accurate record of the ordinary meeting held 22/07/2019; signed and dated by the Chairman

57/2019. Planning:

a. To Consider planning applications received (Appendix 1)

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:
19/01367/FUL	Ashleigh, Stockton Lane York YO32 9UA Two storey side extension and loft conversion with dormer to rear	Heworth Without Parish Council has no objections to this planning application
19/00505/FUL	290 Stockton Lane York YO31 1JJ Revised drawings/plans	Heworth Without Parish Council has no objections to this planning application
19/01613/FUL	302 Stockton Lane York YO31 1JW Two storey front and side extension following partial demolition of two storey entrance hall/landing	Heworth Without Parish Council has no objections to this planning application
19/01474/FUL	173 Bad Bargain Lane York YO31 0LF Two storey side extension, two storey rear extension and single storey front extension after demolition of existing garage and rear extension.	Heworth Without Parish Council has no objections to this planning application

b. To Consider any other planning related issues

CYC Planning Decision notices:

None received.

c. To Consider any planning enforcement issues

None raised

58/2019. Finance:

a. To Approve payments as detailed in Appendix 2

Clerk	Wages	355.28
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5.25
	monthly SIM charge/ underpayment July 2019	0.25
	PSL Gate	75
	Postage - springs to PLS	5.5
	Litter grabbers	17.99
Groundsman	wages	162.4
	fuel reimbursement	25.64
YLCA	Conference x2	240
Councillor R. Clayton	Reimbursement - memorial plaque	25
TOTAL		943.96
<u>INCOME</u>		
NIL		
TOTAL		£0.00

Invoices checked and approved by Councillor R. Clayton

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

Cheques signed by Councillor A. Thomas, countersigned by Councillor R. Clayton

b. To Note budget situation as detailed in Appendix 3

List of income and expenditure as against budget figures, to end of month 4 noted.

c. To Approve Bank Reconciliation Statement to 31 July 2019

It was resolved to approve the bank reconciliation statement to 31 July 2019; Bank statement and savings account book checked against bank reconciliation statement by Councillor I Cage

d. To Note Internal Controls undertaken 19/08/2019

Internal controls check not undertaken.

e. To Consider information re; higher interest/easy access bank accounts

It was resolved that Councillor I. Cage and Councillor P. Wells investigate the following:

- Provision of electronic/internet banking, based on guidance from YLCA
- Higher easy access account (linked to the above) for reserve funds

f. To Consider costings for bench provision/repair in play area

Clerk provided costings for different styles of bench, dependent on materials.

It was resolved to (in the first instance) source a quote from a local provider for repair to wooden slats on damaged bench

g. To Approve appointment of HWPC internal auditor for 2019/20

Information not yet received from all internal auditors contacted.

h. To Consider quotes for new swing unit in play area

Quotes considered from 5 providers;

It was resolved to approve the quote from Wicksteed Ltd at a cost of £3,324.68 +VAT

It was resolved to apply for 25% funding from Heworth Without Ward Committee Fund towards this project

i. To Consider Funding Request - PIP project

It was resolved to forward this project for consideration by the Ward Team.

59/2019. Heworth Without Parish Council Administration:

a. To Consider report re: checklist for Foundation Level of LCAS and action required
Councillor I. Cage and Councillor R. Clayton provided a written report on items outstanding to complete the application.

It was resolved that further progress to be considered at the September meeting of HWPC

b. To Approve HWPC website accessibility statement

Due to information received from website provider, Vision ICT, **it was resolved to** delay production of the website accessibility statement until such time as the necessary detail is available from Vision ICT.

60/2019. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

i) To Consider provision of MUGA on playing field

It was resolved that all members assess the suitability of such a project for the playing field site (site visit) to enable further consideration at the September meeting of HWPC

ii) To Consider information re: safety mechanism for entrance gate for play area

It was resolved to purchase a 'gate closer' mechanism from Gatemaster at a cost of £100, Councillor I. Cage and P. Wells to install.

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

i) To Consider matters relating to Playing field, Jubilee wood and wildflower meadow

None raised.

c. Open Spaces and other assets

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

Damage reported to trunk of large tree in play area; Councillor Cook to source suitable 'repair' method (suggested bandage of bin liners)

ii) To Consider information re: regarding ownership and management of certain trees within the parish and any action required by HWPC

CYC provided limited information regarding some trees and the ownership thereof; **it was resolved** that the clerk contact CYC arboriculturist with regards to the following:

- Trees on Stockton lane (sight lines)
- Tree on private property on Beans Way 9 dead tree, health and safety risk)

d. HWPC Allotments

i) To Consider applications for allotment plot at Stray Road allotment site

No applications for consideration.

ii) To Approve Ward Committee grant application re: skip for allotment site

It was resolved to apply to Heworth Without Ward Committee for funding to provide a skip to assist with removal of rubbish from allotment site

iii) To Consider offer of volunteering day from Northern Powergrid

It was resolved to accept the offer of volunteer assistance for work to allotment site (particularly removal of weeds and rubbish) – this to be co-ordinated with agenda item above (60/2019 (d) ii)

iv) To Consider any further allotment related matters

None raised.

61/2019. Employment and Training:

a. To Consider any employment/training related issues

None raised.

62/2019. Councillor Activities -To Receive Reports from Councillors who have attended training events and meetings of outside bodies

a. To Receive a report from Councillor P. Wells and Councillor M. Wells re: play area training event

Written reports received and circulated to all members prior to the meeting

63/2019. To Consider Highway/Transport Issues:

a. To Consider HWPC involvement in Community Speed Watch initiative

It was resolved that HWPC establish its own CPW Initiative; clerk to source information.

b. To Consider action re: removal of anti-parking initiatives on highway verges by CYC

HWPC considered action by CYC to remove resident 'anti-parking' initiatives within the parish.

It was resolved that no action be taken at this time by HWPC

c. To Consider any highway issues and approve action required.
None raised.

64/2019. Policing and Security Matters:

a. To Consider Neighbourhood Policing Team Report
No report available

b. To Consider any Policing and/or Security Related Issues
None raised.

65/2019. To Note Correspondence received not specifically dealt with on this agenda:

It was resolved that the following items of correspondence be noted as received:

- Information from CYC re: Footpath designation in 2020
- Information from NALC - Operation London Bridge
- CYC Double taxation grant application
- Allotments Society Magazine

66/2019. To Note matters for Information and items for next monthly meeting agenda

Items for next meeting agenda:

Replacement representation on FIDB

67/2019. To Confirm date and time of next meeting

It was resolved that the next ordinary Meeting of Heworth Without Parish Council be held on Monday 16 September 2019 at 7pm in Heworth Without Community Centre.

Meeting closed at 9.15pm