



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

**Present:**

Councillor R. Clayton (Chairman), Councillor A. Thomas, Councillor M. Starkey,  
Councillor P. Wells, Councillor R. Cook, Councillor N. Denton, Councillor M. Wells,  
two members of the public and Nicola Moorcroft (Clerk)

*Chairman declared the intention, due to the current Coronavirus epidemic, only  
to conduct essential business at this meeting (items; 172/2020, 174/2020,  
175/2020, 176/2020 and 177/2020 to be deferred until the next meeting of HWPC.*

**164/2020. Apologies:**

a. To Note Apologies and Approve Reasons for Absence

Councillor S. Whitmore

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

**165/2020. 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

Councillor M. Starkey declared an interest in item 169/2020; her husband being one  
of the candidates.

b. To Approve Dispensation Requests

No dispensation request received.

**166/2020. Public Participation:**

No matters raised.

**167/2020. To Receive report from Councillor Nigel Ayre – Heworth Without  
Ward Councillor:**

No report available.

**168/2020. Minutes:**

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council  
held 17/02/2020

**It was resolved to** approve said minutes as a true and accurate record of the ordinary meeting held 17/02/2020; signed and dated by meeting Chairman

**169/2020. To Consider Co-option of suitable qualifying candidates to Heworth Without Parish Council**

**Note:** Councillor M. Starkey left the meeting room during consideration and voting on this agenda item

Two qualifying candidates gave a brief presentation to the council.

By virtue of The Public Bodies (Admissions to Meetings) Act 1960 **it was resolved to** exclude the press and public from this part of the meeting due as publicity would be prejudicial to the public interest.

The press and public were welcomed back to the meeting; the council proceeded to vote, as to their preferred candidate.

**It was resolved to** co-opt Mr Sam Kelly as a member of Heworth Without Parish Council; statutory declaration of acceptance of office form duly completed and signed.

Councillor M. Starkey returned to the meeting.

**170/2020. Planning:**

**a. To Consider planning applications received:**

No planning applications received.

**b. To Consider any other planning related issues**

***CYC Decision Notices:***

**Application at:** 11 Ashley Park Road York YO31 1HP

**For:** Dormers to front and rear, single storey rear extension and fenestration alterations to front elevation.

**Application Ref No:** 19/02525/FUL

***Application approved***

**To Consider any planning enforcement issues**

None raised.

**171/2020. Finance:**

**a. To Approve payments as detailed in Appendix 2**

**INVOICES TO BE PRESENTED FOR PAYMENT 16/03/2020**

Clerk	Wages	519.31
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15.00
	monthly SIM charge	5.25

	laptop anti-virus software	23.99
Groundsman	wages	243.8
	gloves	9.96
HMRC	PAYE+NI Jan-March	450
Autela	payroll Q4 and Pensions Regulator Declaration	55.44
<b>TOTAL</b>		<b>1339.40</b>

**INCOME**

**TOTAL**

**NIL**

Items = paid by electronic transfer

Items = paid by cheque

Invoices checked and approved by Councillor M. Starkey

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

Cheque signed by Councillor A. Thomas and, countersigned by N. Denton

**b. To Note budget situation as detailed in Appendix 3**

List of income and expenditure as against budget figures, to end of month 11 (February) noted.

**c. To Approve Bank Reconciliation Statement to 29 February 2020**

***It was resolved to*** approve the bank reconciliation statement to 29 February 2020. bank statement and savings account book checked against bank reconciliation statement by Councillors M. Starkey and N. Denton

**d. To Note Internal Controls undertaken 16/03/2020**

Internal Controls undertaken prior to this meeting by Councillor M. Starkey (see attached)

**e. To Receive information re: closure of Yorkshire bank accounts**

Due to the current circumstances, ***it was resolved that*** closure of accounts with Yorkshire bank be deferred.

**172/2020. To Consider Issues Relating to Parish Assets and Open Spaces**

***Items deferred for consideration until next meeting of HWPC.***

**a. Stray Road play area**

- i) To Approve quote for remedial work to outdoor gym equipment
- ii) To Approve quote for work to trees in the play area

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

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

**c. Open Spaces and other assets**

- i) To Note any matters relating to open spaces and other assets within the parish

**d. HWPC Allotments**

- i) To Consider applications for allotment plot at Stray Road allotment site and note waiting list
- ii) To Consider report from HWPC Recreational Areas working Group
- iii) To Approve the demarcation of allotment plots and associated costs
- iv) To Note any further allotment related matters

***To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed (agenda item 171a and 171 b only)***

**173/2020. Employment and Training:**

To Consider applications received for clerk's vacancy and short list for interview

***It was resolved to*** offer both applicants an interview,

To Approve arrangements for interviews for clerk's vacancy

***It was resolved that*** interviews be undertaken by members of the Employment Panel, from 5pm on Monday 23 March 2020

To Approve arrangements for appointment of preferred candidate for clerk's vacancy

***It was resolved that*** an extra – ordinary meeting of HWPC be convened for 7pm on Monday 23 March 2020 to approve the appointment of the interview panels preferred candidate

To Note any further employment/training related matters

None raised.

**174/2020. Councillor Activities -To Receive Reports from Councillors who have attended training events and meetings of outside bodies**

***Item deferred for consideration until next meeting of HWPC.***

**175/2020. To Consider Highway/Transport Issues:**

***Items deferred for consideration until next meeting of HWPC.***

- a. To Receive update re: HWPC involvement in Community Speed Watch initiative
- b. To Note any further highway issues.

**176/2020. Policing and Security Matters:**

***Items deferred for consideration until next meeting of HWPC.***

- a. To Consider Neighbourhood Policing Team Report
- b. To Consider any further policing and/or security related issues

**177/2020. Correspondence:**

***Items deferred for consideration until next meeting of HWPC.***

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

**178/2020. To Note matters for Information and items for next monthly meeting agenda**

***Items for the next agenda:***

- The immediate delegation of decision-making power to clerk/RFO to HWPC

**179/2020. To Confirm date and time of next meeting**

***It was resolved that*** the next meeting of HWPC be an extra- ordinary meeting to be held Monday 23 March 2020 at 7pm in Heworth Without Community Centre.

***Meeting closed at 8.15pm***