



**Heworth Without Parish Council**  
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**Minutes of the meeting of Heworth Without Parish Council held 16 December 2019 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG**

**Present:**

Councillor R. Clayton (Chairman), Councillor I Cage, Councillor A. Thomas, Councillor P. Wells, Councillor R. Cook, Councillor N. Denton, Councillor M. Wells, Ward Councillor Nigel Ayre and Nicola Moorcroft (Clerk)

**116/2019. Apologies:**

a. To Note Apologies and Approve Reasons for Absence  
Councillor M. Starkey  
Councillor S. Whitmore

*It was resolved to* approve all reasons for absence.

**117/2019. 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.

**118/2019. Public Participation:**

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

**119/2019. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

*Councillor Ayre provided a verbal report on the following:*

***CYC Local Plan:***

Hearings have commenced to consider housing numbers and green belt designation; subsequent to approval of the former full analysis of the local plan should commence early 2020.

***Rights of Way:***

Path between Burnholme Ave and Bad Bargain Lane – further evidence required to be submitted if this is to be definitive public RoW.

***CYC Budget Paper***

To be published early January 2020

**Sports facility and swimming pool at Vanguard:**

Schedule for late January 2020 opening, to be managed by BeTTER.

**120/2019. Minutes**

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 18/11/2019

**It was resolved to** approve said minutes as a true and accurate record of the ordinary meeting held 18/11/2019; signed and dated by meeting Chairman

**121/2019. Planning:**

a. To Consider planning applications received:

*Heworth Without Parish Council considered the under-mentioned application, received from City of York Council and reached the decision shown:*

<b>CYC Reference</b>	<b>Address / Description</b>	<b>Heworth Without Parish Council decision:</b>
19/02376/FUL	High Beck, Stockton Lane York YO32 9UB  Single storey rear extension	<b>Heworth Without Parish Council whilst having no objections to this planning application wishes to raise concerns as to the approval of such a large development on designated green belt land.</b>
19/02166/FUL	9 Ashley Park Road York YO31 1HP  Single storey front extension	<b>Heworth Without Parish Council objects to this planning application on the following planning grounds:</b> <ul style="list-style-type: none"><li>• <b>The development will be incongruous on the street scene.</b></li><li>• <b>The materials to be used must be a similar style and design as to the attached dwelling house.</b></li></ul>

b. To Consider any other planning related issues

**CYC Decision Notices:**

**Application at:** 2 Hazel Garth York YO31 1HR

**For:** Two storey side extension, single storey rear extension, re-positioning of existing front dormer and addition of 1no. dormer and 2no. rooflights to front and 1no. dormer to rear

**Application Ref No:** 19/02041/FUL

**Application approved**

c. To Consider any planning enforcement issues

**None raised.**

**122/2019. Finance:**

a. To Approve payments as detailed in Appendix 2

Clerk	Wages	355.28	
	Mileage (43 miles@0.45 per mile)	19.35	
	Home office Allowance	15	
	monthly SIM charge	5.25	
	parking - banking	5	
	hazard tape	6.58	
	memory stick x2	5.98	
	ICO data protection fee	40	
	Groundsman	wages	162.6
		wheelbarrow	45
Autela Q	payroll services Q3	47.08	
HMRC	PAYE + NI Sept - Dec	388.2	
Wicksteed	swing unit +installation	3989.42	
SLCC	Annual membership	109	
<b>TOTAL</b>		<b>5193.74</b>	

**INCOME**

allotment rent +deposit plot 9	30
allotment rent +deposit plot 6	30
<b>TOTAL</b>	<b>£60.00</b>

Invoices checked and approved by Councillor P. Wells

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

Cheques signed by Councillor A. Thomas, countersigned by Councillor 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 8 (November) noted.

c. To Approve Bank Reconciliation Statement to 30 November 2019

***It was resolved to*** approve the bank reconciliation statement to 30 November 2019; bank statement and savings account book checked against bank reconciliation statement by Councillor I. Cage

d. To Note Internal Controls undertaken 16/12/2019

Internal Controls undertaken prior to this meeting by Councillor Clayton and Councillor M. Wells (see attached)

e. To Confirm councillors to undertake internal controls in January 2020

***It was resolved that*** Councillor Clayton and Councillor M. Wells undertake internal controls checks prior to the January meeting of HWPC

f. To Receive information re: Barclays bank accounts

*The following Information was provided by Councillors Cage and Clayton:*

- Only three signatories permitted on the accounts with no charge attached.
- Councillors Cage and Clayton plus the clerk completed paperwork and identification verification required for account opening.
- The clerk to schedule payments, other signatories to authorise.
- HWPC Financial regulations to be amended to reflect electronic banking provision (for approval at January meeting of HWPC)

g. To Approve the closure of 2 Yorkshire bank accounts and transfer of funds to new Barclays accounts

***It was resolved to*** close all HWPC accounts with Yorkshire Bank, depositing the balance into the new HWPC Community Account with Barclays as soon as all current payments have been debited.

h. To Consider draft HWPC budget 2020/21

Draft budget as circulated prior to this meeting considered; ***it was resolved that*** the clerk circulate further information regarding the CYC tax base and the potential cost to residents of HWPC precept demand to enable members to make an informed decision at the January meeting of HWPC.

**123/2019. Heworth Without Parish Council Administration:**

a. To Consider content for HWPC Training and Development Policy

***It was resolved to*** add no further content to the HWPC Training and Development Policy

b. To Receive information from CYC re: appointment to YCDB

No further information available.

c. To Approve action arising from for HWPC risk assessments undertaken 14/12/2019

***It was resolved to*** consider risk assessment report at January meeting of HWPC.

d. To Consider Friends of the Earth Climate Emergency 20-point plan and approve HWPC action

***It was resolved that*** HWPC next newsletter includes reference to action taken by HWPC with regards to this 20-point plan.

e. To Approve 2020 schedule of ordinary meetings

***It was resolved to*** approve the schedule of ordinary meetings attached.

**124/2019. To Consider Issues Relating to Parish Assets and Open Spaces**

a. Stray Road play area

- i) To Receive update on basketball/netball facility on playing field and consider necessary action*

**It was resolved to** apply for funding for said project; designs and estimates to be sourced by the clerk.

- ii) To Approve quote for remedial work to outdoor gym equipment**  
No quote available – awaiting information from Freshair Fitness.
- iii) To Approve quote for work to trees in the play area**  
Quote sourced for work £1,500; **it was resolved to** source two other quotes for work.
- iv) To Receive update – installation swing unit in play area and approve post installation inspection**  
Installation complete; **it was resolved to** approve post installation inspection by independent person (RPii)

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

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

**It was resolved to** contact Dave Meigh at CYC with regards to most appropriate surface for goal mouths on play field.

c. Open Spaces and other assets

- i) To Consider (including cost implications) adoption and maintenance) of certain ‘ownerless’ trees within the parish**  
**It was resolved to** defer (due to Councillor Whitmore’s absence) this matter for consideration at January meeting of HWPC
- ii) To Consider any further matters relating to open spaces and other assets within the parish and approve necessary**  
None raised

d. HWPC Allotments

- i) To Consider applications for allotment plot at Stray Road allotment site**  
**It was resolved that** the 2 applications received be placed on a waiting list until further consideration had been afforded to community allotment initiative.
- ii) To Consider report from HWPC Recreational Areas working Group**  
**It was resolved to** defer consideration of the report (due to Councillor Starkey’s absence) to January meeting of HWPC.
- iii) To Note any further allotment related matters**  
None raised.

**125/2019. Employment and Training:**

a. To Approve arrangements for HWPC employee annual appraisals

Groundsman’s appraisal complete; **it was resolved to** consider any matters arising from this once feedback form had been received.

**It was resolved to** undertake the Clerk’s appraisal as soon as possible in 2020

b. To Consider any current employment/training related issues

None raised.

**126/2019. Councillor Activities -To Receive Reports from Councillors who have attended training events and meetings of outside bodies**

a. To Consider Councillor S. Whitmore's report from YLCA Conference 2019

*It was resolved to* defer (due to Councillor Whitmore's absence) this matter for consideration at January meeting of HWPC

**127/2019. To Consider Highway/Transport Issues:**

a. To Receive update re: HWPC involvement in Community Speed Watch initiative  
Councillor Cage reported; awaiting equipment and training.

b. To Consider action re: marathon route for 2020

*It was resolved to* contact CYC Highways with regards to information about the marathon route and organisers for 2020 for consideration at January meeting of HWPC.

c. To Note any further highway issues.

None raised.

**128/2019. Policing and Security Matters:**

a. To Consider Neighbourhood Policing Team Report

Neighbourhood Policing Team Report and additional information for November 2019 noted.

b. To Consider any further policing and/or security related issues

None raised.

**129/2019. Correspondence:**

a. To Consider e-mail from CYC Parish Liaison meeting and Parish Charter

*It was resolved that* HWPC take no further action with regards to this matter.

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

*It was resolved to* note receipt of the following:

- NSALG Allotments November 2019 magazine
- Clerks and Councils Direct – November 2019
- December issue of YLCA White Rose Update

**130/2019. To Note matters for Information and items for next monthly meeting agenda**

***Items for next monthly meeting agenda:***

- Marathon route 2020
- HWPC Recreational Areas working Party Report
- Action re: outstanding working for LCAS Foundation level application
- Councillor S. Whitmore's report from YLCA Conference 2019

**131/2019. To Confirm date and time of next meeting**

*It was resolved to* confirm date, time and venue for the next ordinary Meeting of Heworth Without Parish Council as Monday 20 January 2020 at 7pm in Heworth Without Community Centre.

***Meeting closed at 9.25pm***