



**Heworth Without Parish Council**  
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**Minutes of the meeting of Heworth Without Parish Council (HWPC) held 17 December 2018 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG**

**Present:**

Councillor R. Clayton (Chairman), Councillor I Cage, Councillor A. Thomas, Councillor S. Whitmore, Councillor P. Wells, Councillor R. Cook, Councillor M. Wells  
Ward Councillor N. Ayre, 1 member of the public and Nicola Moorcroft (Clerk)

**95/2018. Apologies:**

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

Councillor C. Perrett  
Councillor N. Denton

**96/2018. 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

**97/2018. Public Participation:**

All allotment plot holders invited to this meeting – only one attended, highlighting the following issues at Stray Road allotment site:

- Standard of cultivation on certain allotment plots
- Overgrown hedge/vegetation on left hand side of site – making certain plots unworkable.
- Rubbish on site
- Lack of water on site

**98/2018. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

***Councillor N. Ayre gave a verbal report on the following issues:***

***Replacement swing unit:***

HWPC to apply for grant funding for replacement swing unit – Ward Committee potentially meet any short fall in funding.

***Removal of solar powered bin in play area:***

All CYC bins replaced with dual use bins.

***Horse manure on pavements:***

Issue raised by HWPC – Councillor Ayre will request more immediate action from CYC with regards to the issue

**Local Plan:**

Currently ongoing discussion regarding housing numbers – Local Plan due to go to Planning Inspector early 2019.

**Highways maintenance:**

Work on Sandstock Road complete, Algarth Road patched – footpaths, second phase currently being prioritised. CYC Highways in the process of assessing other roads and footpaths to determine priority and budget allocation/restrictions.

**Salt/Grit bins:**

HWPC to audit grit levels and inform CYC Ward Team which bins require refill as soon as possible.

**99/2018. Minutes**

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 19/11/2018

**It was resolved to** approve said minutes as a true and accurate record of the ordinary meeting held 19/11/2018 signed and dated by the meeting Chairman

**100/2018. Planning:**

a. To Consider planning applications received (Appendix 1)

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

<b>CYC Reference</b>	<b>Address/ Description</b>	<b>Heworth Without Parish Council</b>
18/02562/FUL	4 Ashley Park Road  Single story rear extension and replacing existing garage	<b>Heworth Without Parish Council object to this planning application due to the size and increased roof ridge height and dominance of the proposed dormer</b>

b. To Consider any other planning related issues

**CYC planning decisions notices:**

**Application at:** Blakeney House Hotel 180 Stockton Lane York YO31 1ES

**For:** Subdivision of hotel to form 2no. dwellings

**Application Ref No:** 18/02217/FUL

**Approved**

**Application at:** 1 Beans Way York YO31 1HT

**For:** Erection of dormer window to the north west elevation.

**Application Ref No:** 18/00665/FUL

*Approved*

**Application at:** 14 Allington Drive York YO31 0NN  
**For:** Two storey side extension and single storey rear extensions.

**Application Ref No:** 18/01490/FUL

*Approved*

c. To Consider any planning enforcement issues

None raised

**101/2018. Finance:**

a. To Approve payments as detailed in Appendix 2 (a)

**INVOICES TO BE PRESENTED FOR PAYMENT 17/12/2018**

Clerk	Wages	348.26
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5
ICO	Data Protection Fee	40
Groundsman	wages	139.40
	sundries/lopper/moss remover	38.97
SLCC 40%	Clerk's annual memb.	70
Autela	payroll services Q3	46.8
HMRC	PAYE JUN-NOV	365.8
Park Lane playgrounds	swing unit removal	630.00
<b>TOTAL</b>		<b><u>1722.88</u></b>

**INCOME**

SAVINGS BANK INTEREST	1.52
<b>TOTAL</b>	<b><u>£1.52</u></b>

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

Invoices checked and approved by Councillor I. Cage and Councillor S. Whitmore prior to this meeting

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

b. To Note budget situation as detailed in Appendix 2 (b)

List of Income and expenditure as against the budget figures to end of Month 8 noted.

c. To Approve Bank Reconciliation Statement to 1 December 2018

***It was resolved to*** approve the bank reconciliation statement to 1 December 2018 as checked against bank statement and cash book entries.

d. To Note Internal Controls undertaken 17/12/2018

Councillor I Cage and S. Whitmore undertook additional internal controls on 19/11/2018, see attached sheet.

e. To Consider budget provision for 2019/20 (Appendix 3)

***It was resolved that*** further consideration be given to HWPC budget for 2019/20 at January meeting of the HWPC

**102/2018. To Consider Highway/Transport Issues:**

a. To Consider any highway issues and approve action required.

See Above – Ward councillor Report

**103/2018. Policing and Security Matters:**

a. To Consider Neighbourhood Policing Team Report

Neighbourhood Policing Team Report for November 2018 considered and noted.

b. To Consider any Policing and/or Security Related Issues

None raised.

**104/2018. To Consider Issues Relating to Parish Assets and Open Spaces**

a. Stray Road play area

i) To Consider any matters relating to Stray Road play area and approve necessary action(s)

***Picnic bench provision and repair***

***It was resolved to*** consider picnic bench repair when Councillor Perrett is present at HWPC meeting.

***- Alterations to play area gate***

***It was resolved to*** source cost of self-closing mechanism for consideration as against installation of a latch at January meeting of HWPC

b. Stray Road Playing field, Jubilee wood and wild flower meadow

***i) To Consider matters relating to Playing field, Jubilee wood and wild flower meadow and approve necessary action(s)***

***It was resolved to*** approve the installation of a low-level willow hedge to demark Wild Flower meadow from playing field.

c. Stray Road allotment site

i) To Approve application(s) for allotment plot at Stray Road allotment site.

No applications received.

ii) To Consider matters raised by allotment holders

See issues highlighted in public participation session.

***iii) To Consider any further matters relating to Stray Road allotment site and approve necessary action(s)***

***It was resolved to*** consider all matters raised by allotment holders, contact both NSALG, inspect site and invite all allotment holders to the March 2019 meeting of

HWPC

d. Open Spaces and other assets

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

None raised.

***-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 105 only)***

***It was resolved to*** exclude the press and public from this meeting due to the confidential nature of agenda item 105/2018 (a)

**105/2018. Employment and Training:**

**a. To Consider salary adjustment and arrangement for winter working hours for Groundsman**

***It was resolved to*** increase Groundsman's hourly rate to NJC (new) pay point scale 7 from 1 April 2019

***It was resolved that*** Groundsman work the hours necessary to complete the winter work plan – any months under 20 hours to be carried forward to spring/summer months.

**b. To Consider arrangements for Clerk's annual appraisal**

***It was resolved to*** undertake clerk's annual appraisal at 6pm on Monday 21 January 2019 (prior to HWPC meeting)

**c. To Consider any further employment related issues**

***NJC salary rise:***

National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019. See below increments for HWPC employees:

**Groundsman (see above)**

**Clerk**

Current hourly rate: £15.54

New rate: £15.86

**Annual budget increase £107.52**

**106/2018. To Note Correspondence Received and Approve action required:**

**a. To Consider request from Strensall with Towthorpe Parish Council**

***It was resolved to*** await reply from Strensall with Towthorpe Parish Council regarding the nature of the suggested liaison group prior to consideration by HWPC.

**b. To consider Information regarding development at Derwenthorpe**

***It was resolved that*** this be used as a learning tool for ongoing development within this parish.

**107/2018. Councillor Activities:**

**a. To Receive Reports from Councillors who have attended training events and meetings of outside bodies.**

No such reports available.

**108/2018. To Note matters for Information and items for next monthly meeting agenda**

None raised.

**109. 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 21 January 2019 at 7pm in Heworth Without Community Centre

***Meeting closed at 8.45pm***