



**Heworth Without Parish Council**  
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**Minutes of the meeting of Heworth Without Parish Council held 18 February 2019 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG**

**Present:**

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

**125/2019. Apologies:**

a. To Note Apologies and Approve Reasons for Absence  
There were one.

**126/2019. 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

**127/2019. Public Participation:**

No matters raised.

**128/2019. 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:***

Councillor Ayre advised that HWPC would be required to complete a Ward Funding application for the sum required.

***MUGA:***

Potential funding for MUGA on playing field – HWPC expressed its concerns regarding such provision and requested further details (and specification) prior to considering such provision.

***CYC Local Plan:***

Designated housing numbers confirmed – translate to lower than national average.

***TalkTalk UFO Installation:***

Installation in the area – any issues should be directed to hotline telephone number.

**Speed Matrix Sign:**

New style signs trialling in other areas of the city, potentially to include Heworth Without - paper to be submitted to Transport

**Burnholme School Site development:**

Work imminent on sports complex, medical centre undertaking procurement process.

**129/2019. Minutes**

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/01/2019

**It was resolved to** approve said minutes as a true and accurate record of the ordinary meeting held 21/01/19 signed and dated by the meeting Chairman

**130/2019. HWPC Allotments**

a. To Consider report from Councillor Wells re: HWPC allotment site

Councillor P. Wells provided a detailed Power Point presentation on HWPC allotment site, highlighting the following issues:

- Overgrown trees
- Brambles
- Rubbish
- Lack of cultivation
- Lack of accessible water
- Lack of community at the allotment site

**It was resolved that** HWPC take the following action:

- Request advice and site visit from regional Reps at NSALG
- Contact Hempland Lane allotment site committee to investigate the possibility of assistance and/or amalgamation of sites.
- Consider provision of a small orchard on the area currently unworkable.

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

**It was resolved to** approve 2 applications received for plots at Stray Road allotment site – clerk to ensure all applicants are aware of current issues and ongoing discussions.

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

None raised.

**131/2019. 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 decision shown:*

<b>CYC Reference</b>	<b>Address / Description</b>	<b>Heworth Without Parish council Decision:</b>
19/00034/FUL	21 Hill View York YO31 1HZ	<b>Heworth Without Parish Council has no objections to this planning application</b>

	Erection of two storey side extension to form double garage with accommodation above and new basement below. Two storey front extension and single storey extension to rear.	
18/02940/FUL	4 Algarth Road York YO31 1HA  Installation of access ramp and replacement door	<b>Heworth Without Parish Council supports this planning application</b>

b. To Consider any other planning related issues

**CYC Planning Decision notices:**

**Application at:** 64 Burnholme Avenue York YO31 0NB

**For:** Single storey rear extension, change of external materials to render, render of boundary wall with railings above.

**Application Ref No:** 18/02708/FUL

**Application approved**

**Application at:** York Caravan Park Stockton Lane York YO32 9UA

**For:** Removal of condition 3 of permitted application 17/00301/FUL to allow permanent siting of warden's caravan

**Application Ref No:** 18/02907/FUL

**Application approved**

**Application at:** 4 Ashley Park Road York YO31 1HW

**For:** Single storey rear extension (amended scheme)

**Application Ref No:** 18/02562/FUL

**Application approved**

c. To Consider any planning enforcement issues

None raised.

d. To Consider invitation to INEOS re: Hydraulic Fracturing

Not considered.

**132/2019. Finance:**

a. To Approve payments as detailed in Appendix 2

**INVOICES TO BE PRESENTED FOR PAYMENT 18/02/2019**

Clerk	Wages	348.26
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5

Groundsman	wages	139.40
Park Lane Playgrounds	play area inspection+report	36.00
Vision ICT	London Bridge arrangements	42.00
I Cage	keys for cabinet	6.50
Minster Engineering	picnic table top	271.62
<b>TOTAL</b>		<b>880.43</b>

**INCOME**

NIL		
<b>TOTAL</b>		<b>£0.00</b>

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

Cheques signed by Councillor A. Thomas and countersigned by Councillor C. Perrett

b. To Note budget situation as detailed in Appendix 3

List of Income and expenditure as against the budget figures to end of Month 10 noted.

c. To Approve Bank Reconciliation Statement to 31 January 2019

***It was resolved to*** approve the bank reconciliation statement to 31 January 2019 as checked against bank statement and cash book entries.

d. To Note Internal Controls undertaken 18/02/2019

***Noted*** – list of internal controls not undertaken 18/02/2019

**133/2019. To Consider Highway/Transport Issues:**

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

Councillor N. Denton reported a damaged manhole cover at Ash Close – ***it was resolved that*** Ward Councillor Ayre add this matter to list of issues to raise with Talk Talk UFO installation team.

**134/2019. Policing and Security Matters:**

a. To Consider Neighbourhood Policing Team Report

Neighbourhood Policing Team Report and additional information for January 2019 considered and noted.

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

None raised.

**135/2019. 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)***

HWPC thanked Councillor Perrett and Councillor Cage for work in installing new table top for picnic table.

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 that*** slotting/slicing (of play area and playing field) be repeated in March 2019 by Sleightholm Landscapes.

c. Open Spaces and other assets

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

Councillor Cook reported that flowers (crocuses and daffodils) from the bulbs planted last year are starting to appear in the grass verges and surrounding areas.

***-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 136 only)***

***It was resolved to*** exclude the press and public from this meeting due to the confidential nature of agenda item 136/2019 only

**136/2019. Employment and Training:**

a. To Consider matters raised re: Clerk's annual appraisal

Chairman provided brief outline of matters discussed and thanks the Clerk for her work with HWPC

b. To Approve arrangements for clerk's annual leave (19 March – 9 April)

***It was resolved that*** the following measures be undertaken to cover clerk's leave:

- Councillor Cage to monitor clerk.hwpc e-mail address
- One other councillor to respond to telephone messages in clerk's absence

c. To Consider NALC Legal Topic Note 22 and adopt a Grievance and Disciplinary Policy/Procedure (Appendix 4)

NALC Legal Topic Note 22 and draft Grievance and Disciplinary Policy/Procedure circulated to all members prior to this meeting – ***it was resolved that*** the HWPC Grievance and Disciplinary Policy/Procedure be adopted without any amendments.

d. To Consider any further employment related issues

None raised.

**137/2019. To Note Correspondence Received and Approve action required:**

a. To Note arrangements for Local Elections 2 May 2019 (nomination papers for current parish councillors)

Clerk explained – she had attended CYC elections briefing; nomination packs will be sent to Clerk and HWPC expected to display relevant statutory notices.

***It was resolved to*** publicise Local Elections (2 May) and encourage residents to take part in the democratic process – NALC material to be displayed on HWPC website and noticeboards

**138/2019. Councillor Activities:**

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

**YLCA York Branch Meeting:**

Councillor Cage and Councillor Whitmore provided a verbal report from the meeting highlighting the following:

- Issues raised with Julian Sturdy MP
- YLCA 75 Anniversary celebrations
- Burial provision in York
- Potential Fracking in York

***York Open Spaces Volunteers:***

Councillor Cook provided a verbal report from the meeting highlighting the following:

- Big Spring Clean running from one whole month March – April 2019.
- Councillor Cook will be taking part 22-24 March and encouraged HWPC members to assist.

***Cancer Champions Event at West Offices:***

Councillor Cook provided a brief verbal report from the meeting which he had found very informative.

**139/2019. To Note matters for Information and items for next monthly meeting agenda**

- Letters to resident re; replacement streetlighting – to be included on HWPC Website
- Jubilee Wood/ Wild Flower meadow information board complete, awaiting installation – information to be displayed on HWPC website.

**140/2019. To Confirm date and time of next meeting**

***It was resolved that*** the next ordinary meeting of Heworth Without Parish Council as Monday 18 March 2019 at 7pm in Heworth Without Community Centre.

***Meeting closed at 9.05pm***