



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

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, Ward Councillor N. Ayre, one member of the public and Nicola Moorcroft (Clerk)

100/2019. Apologies:

a. To Note Apologies and Approve Reasons for Absence
There were none.

101/2019. 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.

102/2019. Public Participation:

No issues raised.

103/2019. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Councillor Ayre provided a verbal report on the following:

Progress of CYC Local Plan:

Hearings to be undertaken in December; queries surrounding housing allocation numbers and development of the Green belt to be answered prior to the hearing.

Development of Stray Road play area and playing field:

Councillor Ayre unable to support HWPC project for netball/basketball area due to (in his opinion). its lack of ambition. Support granted for replacement swing unit and alternative roundabout provision.

104/2019. Minutes

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/10/2019

It was resolved to approve said minutes as a true and accurate record of the ordinary meeting held 21/10/2019; signed and dated by meeting Chairman

105/2019. 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:

CYC Reference	Address / Description	Heworth Without Parish Council decision:
19/02163/FUL	58 Allington Drive York YO31 0NN Two storey side extension and single storey rear extension	Heworth Without Parish Council has no objections to this planning application

b. To Consider any other planning related issues

CYC Decision Notices:

Application at: 290 Stockton Lane York YO31 1JJ

For: Erection of 1no. detached dwelling to rear

Application Ref No: 19/00505/FUL

Application approved with numerous conditions

c. To Consider any planning enforcement issues

It was resolved to report development without planning consent at Ashley Park Road to planning enforcement officer at CYC

106/2019. Finance:

a. To Approve payments as detailed in Appendix 2

INVOICES TO BE PRESENTED FOR PAYMENT 18/11/2019

Clerk	Wages	355.28
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5.25
Groundsman	wages	162.6
	fuel reimbursement	23.92
TOTAL		578.7

INCOME

NIL

TOTAL

£0.00

Invoices checked and approved by Councillor I. Cage

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 7 noted.

c. To Approve Bank Reconciliation Statement to 30 September 2019

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

d. To Note Internal Controls undertaken 18/11/2019

Internal Controls undertaken prior to this meeting by Councillor Starkey and Councillor Denton (see attached)

e. To Confirm councillors to undertake internal controls in December 2019

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

f. To Receive information re: Barclays bank accounts and consider necessary action

Meeting with Barclays Business manager arranged for 26/11/2019; ***it was resolved that*** the following be signatories on the new bank account (as computer access is required):

Councillor R. Clayton

Councillor I Cage

Councillor M. Starkey

Councillor P. Wells

Nicola Moorcroft

g. To Receive update - alternative local council insurance for HWPC

Councillors M. Wells and P Wells provided a brief evaluation of the 4 insurance providers as against HWPC current provider.

It was resolved to consider quotes as close to 1 June 2020 renewal date as possible.

The Council expressed its gratitude for their valuable researches

h. To Consider draft HWPC budget 2020/21

Draft budget circulated to all members prior to this meeting; ***it was resolved to*** consider HWPC budget for 2020/21 at the December meeting of HWPC

107/2019. Heworth Without Parish Council Administration:

a. To Approved revised HWPC complaints policy

It was resolved to approve the revised HWPC complaints policy

b. To Approve HWPC Training and Development Policy

It was resolved to:

- approve HWPC Training and Development Policy

- undertake and assessment of council training needs (adding substance to T and D policy) at the December meeting of HWPC

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

No further information available.

d. To Approve timetable for HWPC risk assessments

It was resolved to undertake HWPC risk assessment on Saturday 14 December; commencing at 10am in Stray Road play area.

e. To Consider Friends of the Earth Climate Emergency information and HWPC action

It was resolved to defer consideration of this matter to December meeting of HWPC

108/2019. 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

No further information available (see item 103/2019)

ii) To Approve quote for remedial work to roundabout and outdoor gym equipment

Clerk reported the following information from Streetscape:

- Roundabout: the roundabout working very well and freely, old Record roundabout features a restrictor which cannot be removed.
- Rower is not repairable, the crack is a weld failure

It was resolved to:

- Source costings for 'rubbish' roundabout (see HWPC meeting minutes 16/09/2019)
- Take 'Rower' out of action and source repair from Freshair fitness

iii) To Approve quote for work to trees in the play area

It was resolved to source an additional quote for more comprehensive tree work

iv) To Approve letter re: bringing dogs into play area

It was resolved to approve contents of the letter circulated prior to this meeting and display it on HWPC noticeboards, website and Facebook page.

v) To Receive update – installation of new benches and swing unit in play area

Update: products ordered, awaiting delivery/installation date

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 (including cost implications of maintenance) of certain 'ownerless' trees within the parish

It was resolved to investigate the cost of ongoing maintenance of said trees prior to consideration of adoption by HWPC.

- ii) To Consider action re; siting of local defibrillator**
It was resolved to refer this matter and concerns to HW Community Centre management committee.
- iii) 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 application received from applicant living outside the parish be approved.
- ii) To Consider report from HWPC Recreational Areas working Group (RAWP)**
No report available
- iii) To consider self-closing mechanism for allotment site gate**
It was resolved that this matter be first considered by the HWPC RAWP.
- iv) To Note any further allotment related matters**
None raised

109/2019. Employment and Training:

a. To Approve arrangements for HWPC employee annual appraisals
It was resolved that a meeting of the Staffing Committee to be called to undertake appraisals of both clerk and groundsman.

b. To Consider any current employment/training related issues
None raised

110/2019. Councillor Activities -To Receive Reports from Councillors who have attended training events and meetings of outside bodies
No events attended.

111/2019. To Consider Highway/Transport Issues:

a. To Receive update re: HWPC involvement in Community Speed Watch initiative
Clerk provided update from NY Police on sites approved and delay in arranging training and provision of equipment.

b. To Consider action re: marathon route for 2020
It was resolved to defer this item to December meeting of HWPC.

c. To Note any further highway issues.
None raised.

112/2019. Policing and Security Matters:

a. To Consider Neighbourhood Policing Team Report
Neighbourhood Policing Team Report and additional information for October 2019 noted.

b. To Consider appropriate action re: recent spate of vandalism to parish council property

It was resolved that all incidents of vandalism must be reported to the police (by clerk or councillor) and HWPC request NPT additional patrols on the area to ensure police 'visibility'

c. To Consider any policing and/or security related issues
None raised.

113/2019. Correspondence:

a. To Note Correspondence received not specifically dealt with on this agenda
No further correspondence received.

114/2019. To Note matters for Information and items for next monthly meeting agenda

Items for next monthly meeting agenda:

- Consideration of Councillor S. Whitmore report from YLCA Conference

115/2019. To Confirm date and time of next meeting

It was resolved that the date, time and venue for the next ordinary Meeting of Heworth Without Parish Council is Monday 16 December 2019 at 7pm in Heworth Without Community Centre.

Meeting closed at 9.50pm