



**Heworth Without Parish Council**  
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**Minutes of the meeting of Heworth Without Parish Council held 19 February 2018 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 and Nicola Moorcroft (Clerk)

**136/2018. Apologies:**

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

No apologies; all members present.

**137/2018. 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.

**138/2018. Public Participation:**

No members of the public present at this meeting.

**139/2018. Meeting 15/01/2018**

**a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/01/2018**

***It was resolved to*** approve said minutes as a true and accurate record of the ordinary meeting held 15/01/2018; signed and dated by the Chairman

**b. To Update members on matters raised at meeting held 15/01/2018 not specifically dealt with in this agenda**

None raised.

**140/2018. Planning:**

**a. To Consider planning applications received**

*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>
18/00183/FUL	23 Hill View York YO31 1HZ  Removal of condition 4 of permitted application	<b>Heworth Without Parish Council has no objections to this planning application.</b>

	3/61/282/PA to allow unrestricted use of stables and no longer ancillary to the domestic use of 21 Hill View	
18/00108/FUL	35 Burnholme Avenue York YO31 0NA Single storey side and rear extension	<b>Heworth Without Parish Council has no objections to this planning application.</b>

b. To Consider any other planning related issues:

***CYC Planning decision notices:***

**Application at:** 10 Applecroft Road York YO31 0HG

**For:** Hip to gable roof extension with front and rear dormer windows

**Application Ref No:** 17/02942/FUL

*Approved*

**Application at:** 70 Bramley Garth York YO31 0PG

**For:** Two storey side and single storey rear extensions

**Application Ref No:** 17/02692/FUL

*Approved*

***Highways England information regarding improvements to Hopgrove roundabout***

***It was resolved that*** the Clerk respond to the questionnaire – that this parish council welcomes any improvements to the Hopgrove roundabout which enhance traffic flow in the area.

c. To Consider any planning enforcement issues

None raised

**141/2018. Finance:**

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

**INVOICES TO BE PRESENTED FOR PAYMENT 19/02/2018**

Clerk	Wages	308.06
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5
Litter Picker	Wages	120
Park lane Playgrounds	repairs to play area	408
Hillingdon Greenprint	newsletter printing	87.45
CYC	Land Rent	300
NSALG	annual subs	66
Autela	Q3 payroll services	40.8
<b>TOTAL</b>		<b>1366.96</b>

**INCOME**

allotment rent x1

10

**TOTAL**

**£10.00**

Invoices checked and approved by Councillor I. Cage

Bank statement and savings account book checked against bank reconciliation statement by Councillor N. Denton

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

Cheques signed by Councillor A. Thomas counter-signed by C. Perrett

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

List of income and expenditure as against the budget situation for Month 10 noted

c. To Approve Bank Reconciliation Statement to 31 January 2018

Bank Reconciliation Statement to 31 January 2018 noted

**142/2018. Policing and Security Matters:**

a. To Consider Neighbourhood Policing Team Report

Neighbourhood Policing Team Report for January 2018 noted.

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

Damage to parish council noticeboard outside Heworth Without Community Centre; polycarbonate front smashed, reported to police, insurance excess £100, replaced for £90 plus VAT (therefore, costs not claimed using insurance provision).

**143/2018. To Consider Highway/Transport Issues:**

a. To Consider highway issues and approve action required.

**Noted;** CYC Highways Dept. painted around potential pothole repair areas.

b. To Receive update re: installation of bench at Stray Road bus stop

No further update available; Clerk awaiting required permission(s) from CYC

c. To Consider response Yorkshire marathon event organisers.

Response noted below:

*'We would initially like to discuss the concerns of your residents to determine whether a resolution could be found.*

*Where possible, we look to retain the same routes in order for runners and residents to become familiar with the arrangements which helps from an information circulation perspective as well as from a safety perspective as runners are able to prepare themselves appropriately for challenging sections. In addition, changes to race routes raise a substantial financial expense and, as a not-for-profit organisation, we are conscious of arrangements that would detract from the money gifted to our local and national partner charities. However, we take resident concerns very seriously and we are keen to discuss any issues that may have been caused by our event(s).*

***It was resolved that*** the following be outlined to the event organisers:

Whilst the council understands and appreciates the importance of the work of the charity and that it may be conscious of arrangements that would detract from the money gifted to its local and national partner charities, it is important that the voice of the local residents is heard. There has never previously been any consultation with residents of the area as to the effect of this and similar events on their amenity and the parish council would be grateful if you could consider the points outlined below:

- There are 2 obvious access and egress points in the area at Tang Hall Lane and Stockton Lane; opened/closed at alternate times would provide a solution to the current 'lockdown' situation.
- Previous years events – road closures imposed earlier than stated on signage and distributed information.
- Previous years events – road closures imposed for longer than stated on signage and distributed information.

***It was resolved that*** City of York Highways Team are contacted to request the following information:

- Risk assessment documentation relating to the event.
- Evidence of consultation with residents relating to the event

#### **144/2018. 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).***

Clerk highlighted issue raised by contractors undertaking remedial work to outdoor gym equipment – *'when we have stripped the rowing machine down we have found the housing that holds the bushes in place have corroded. We have re fitted the rower'*.

***It was resolved to*** obtain a second opinion regarding the concerns raised by the contractor.

##### ***ii) To Consider quote for installation of new equipment***

Councillor I. Cage reported that, although the quote of piece of equipment = £800, after removal of picnic bench, safety surface and installation costs the total price = £3542.

As this figure appeared excessive given the cost of the equipment sought, ***it was resolved that*** Councillor I. Cage contacted the contractor providing the quote, to investigate whether some costings could be reviewed, prior to this parish council giving any further consideration to the project.

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

##### ***i) To Receive update re: aeration of playing field***

Clerk provided report from Sleightholm Landscapes that aeration of the playing field could be achieved using slitting/slicing rather than plugging (as this leaves debris); consideration to be given to timing as vehicle required to pull slitting machine.

***It was resolved to:***

- Obtain a price for this work
- Request Sleightholm Landscapes undertake a site visit
- Attempt to undertake this work in Spring and Autumn this year

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

Councillor R. Cook advises that the YOVS had suggested the incorporation of 'bog plants into the playing field area to create a 'wetland'.

c. Stray Road allotment site

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

No current applications for consideration.

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

None raised.

d. Open Spaces

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

**Big Spring Clean 2018 taking place 2, 3, 4 March.**

***It was resolved that*** Heworth Without Parish Council meet at 10am on Friday 2 March 2018 to undertake a Big Spring Clean litter pick. Event to be advertised of parish council noticeboards.

**145/2018. Employment Issues:**

a. To Receive update – re: Groundsman vacancy

No applications received; ***it was resolved to*** re-advertise the vacancy and extend the deadline date for applications to Friday 15 March 2018

b. To Consider recommendations arising from staff appraisals

Annual appraisals for Litter Picker and Clerk undertaken; ***it was resolved to*** increase Clerk's hours by 2 per month and increase salary scale to NJC point 33

c. To Consider any further employment related issues

None raised.

**146/2018. GDPR**

a. To Consider draft data/information audit

- Information/data audit complete; presented to members.

b. To Consider further action necessary to prepare for the implementation of GDPR

- Action required for creation and formatting of consent forms and privacy notices.
- Consideration to be given to the appointment of a DPO at March meeting
- Training for Councillors as to compliance with GDPR required.

**147/2018. To Note Correspondence Received and Approve action required:**

- E-mail information regarding the post office on Bad Bargain Lane - ***Received***
- Posters and information from CYC, Big Spring Clean in York - ***Received***

**148/2018. Activities of Outside Bodies:**

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

***FIDB – Councillor C. Perrett***

Reported flood risk for a significant number of properties in the area has been downgraded by the Environment Agency.

**YLCA – Councillor I. Cage, Councillor S. Whitmore and Councillor M. Wells**

Reported on a number of issues raised at the York branch meeting of the YLCA:

- CYC Joint Standards Committee vacancy
- Neighbourhood Policing Team meeting cancellation
- GDPR
- Parish Council and burial boards

**CYC Joint Standards Board – Councillor C. Perrett**

Provided a brief report on the current vacancy and further ballots to appoint a new parish representative.

**Mobile Library Consultation - Councillor M. Wells**

Please find report attached.

**It was resolved that** the following be communicated to the mobile library consultative team - that the mobile library make an additional stop (other than Beans Way) on alternate weeks at Heworth Without Community Centre

**YOSV – Councillor R. Cook**

Reported on Big Spring Clean (see above) and Bloom event to be held 5-8 July 2018 (to mark 250 years of York florists); Councillor Cook was tasked with acquiring further information regarding the latter to present to the next meeting for consideration.

**149/2018. To Note matters for Information and items for next monthly meeting agenda**

None raised

**150/2018. To Confirm date and time of next meeting**

Ordinary Meeting of Heworth Without Parish Council be held on **Monday 19 March 2018** commencing at 7pm in Heworth Without Community Centre, Applecroft Road.

**Meeting closed at 8.50pm**

## Library Consultation Workshop York Council West Offices, 12th February 2018

**Present:** Andy Laslett (Strategic Services Manager, CYC), David Andrews (consultant to City of York), Dean Audsley (mobile library), rep from York Explore and Margarete Wells (HWPC)

We were shown a PPT about York libraries, including the mobile library, and discussed provision now and for the future. There was a lot of brainstorming, and as I was the only “lay person” there, was involved in the discussion most of the time.

The main areas were:

- what we would like to see in our libraries for the future, perhaps prompted by the building of a new community building on Bad Bargain Lane
- the mobile library, lack of publicity of the service and knowledge of its routes
- exploration of new routes and times, especially occasional longer stops for summer holidays
- the fact that Heworth Without only has one stop (although the library service is York-wide and not governed by PCs.)

The meeting was very productive:

- the possibility of an additional stop at the Community Centre was raised and declared possible, provided a time and day can be agreed on.
- I visited the mobile library at its stop in Beans Way
- I was given posters of the stops and revised times for the notice boards.
- A post and photos have been added to the Facebook page.