



**Heworth Without Parish Council**  
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**Minutes of the annual meeting of Heworth Without Parish Council (HWPC) held  
20 May 2019 in HEWORTH WITHOUT COMMUNITY CENTRE,  
APPLECROFT ROAD, HEWORTH YO31 0HG**

**Present:**

Councillor I Cage, Councillor S. Whitmore, Councillor P. Wells, Councillor R. Cook,  
Councillor N. Denton, Councillor M. Wells, 3 members of the public and Nicola  
Moorcroft (Clerk)

**1/2019. Election of Chairman**

**a. To Approve Election of Chairman**

***It was resolved that*** Councillor I. Cage be elected as Chairman of Heworth Without  
Parish Council

**b. Appointed Chairman to sign Declaration of Acceptance of Office.**

Elected Chairman duly completed and signed the required declaration of acceptance  
of office form

**c. To Approve Appointment of Vice Chair**

***It was resolved to*** defer this item of business until the June meeting of HWPC

**2/2019. Apologies:**

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

Councillor A. Thomas  
Councillor C. Perrett

***It was resolved to*** note all apologies and approve all reasons for absence

**b. To Approve the delay to signing of the declaration of office statutory form by  
Councillor A. Thomas**

***It was resolved to*** approve the delay in signing the declaration of office for Mrs A.  
Thomas until the June meeting of HWPC.

**3/2019. 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.

**4/2019. To Approve Co-option of suitable qualifying candidates to Heworth  
Without Parish Council**

Two qualifying candidates gave a brief presentation to the council.

By virtue of The Public Bodies (Admissions to Meetings) Act 1960 **it was resolved to** exclude the press and public from this part of the meeting as publicity would be prejudicial to the public interest.

The press and public were welcomed back to the meeting; the council proceeded to vote, as to its preferred candidate.

**It was resolved to** co-opt Mr Ronald Clayton as a member of Heworth Without Parish Council; statutory declaration of acceptance of office form duly completed and signed.

**5/2019. To Appoint members to Employment Panel/Committee (3 members)**

**It was resolved that** the following Councillors be appointed; Councillor N. Denton, Councillor R. Clayton and Councillor I. Cage.

**6/2019. To Appoint of Parish Representatives to Outside Bodies.**

**It was resolved that** the following Councillors were appointed as representatives to the following bodies:

**a. The Foss Internal Drainage Board (1 representative)**

Councillor C. Perrett

**b. YLCA (2 representatives):**

Councillor I. Cage and Councillor S. Whitmore

**7/2019. Public Participation:**

No matters raised.

**8/2019. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

No report available.

**9/2019. Minutes**

**a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/04/2019**

**It was resolved to** approve said minutes as a true and accurate record of the ordinary meeting held 15/04/2019; signed and dated by the Chairman

**10/2019. General Power of Competence (GPC):**

**a. To Confirm eligibility criteria for use of General Power of Competence for Rawcliffe Parish Council**

Heworth Without Parish Council **resolved to** confirm its eligibility for use of the General Power of Competence (as determined by (SI 2012/965) Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

- Clerk holds the required sector specific qualifications and
- Councillors elected, equals or exceed two thirds of the total number of Councillors; presently 8/9

The criteria for eligibility must be reaffirmed every at every relevant meeting of the council; i.e. annual meeting of the council after local elections.

**11/2019. Planning:**

**a. To Consider planning applications received**

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
19/00695/FUL	Notre Abri Stockton Lane York YO32 9UB  Single storey side and rear extension	Heworth Without Parish Council has no objections to this planning application.
19/00709/FUL	61 Galtres Road York YO31 1JP  Single storey rear extension	Heworth Without Parish Council has no objections to this planning application.

b. To Consider any other planning related issues

**City of York Council Planning Decision Notices:**

**Application at:** 12 Hilbeck Grove York YO31 0NF

**For:** Proposed two storey side and rear extension, single storey rear extension and re-siting of existing detached garage to side.

**Application Ref No:** 19/00245/FUL

**Application approved**

**Application at:** 8 Galtres Avenue York YO31 1JT

**For:** Single storey side and rear extension

**Application Ref No:** 19/00292/FUL

**Application approved**

c. To Consider any planning enforcement issues

None raised.

**12/2019. Finance:**

a. To Approve payments as detailed in Appendix 2

Clerk	Wages	355.28
	Mileage (37 miles@0.45 per mile)	16.65
	Home office Allowance	15
	monthly SIM charge	5
	strimmer purchase	289.95
	parking/banking	4.3
Groundsman	wages	162.6
Groundsman	reimbursements/fuel/trousers+ strimmer blade	62.09
Mr I Smithson	internal audit 2018/19	109.5
CYC	land rent backdated increase	28

Cllr Perrett	binding for reports	10.92
<b>TOTAL</b>		<b>1359.29</b>

**INCOME**

allotment rents x4	40
HWCC ground rent	5
bank interest	1.52
Precept 1st instalment	1395
Precept 1st instalment	9300
<b>TOTAL</b>	<b>£10,741.52</b>

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

Invoices checked and approved by Councillor I. Cage

b. To Note budget situation as detailed in Appendix 3

List of income and expenditure as against budget figures, to end of month 1 noted.

c. To Approve Bank Reconciliation Statement to 30 April 2019

***It was resolved to*** approve the bank reconciliation statement to 30 April 2019; Bank statement and savings account book checked against bank reconciliation statement by Councillor N. Denton

d. To Approve Annual Governance Statement for AGAR 2018/2019

***It was resolved to*** approve Section 1 of the Part 2 AGAR 2018/19 - Annual Governance Statement; signed and dated by Chairman and Clerk

e. To Approve Statement of Accounts for AGAR 2018/2019

***It was resolved to*** approve Section 2 of the Part 2 AGAR 2018/2019- Statement of Accounts signed and dated by Chairman and RFO/Clerk

f. To Note Internal Auditors Report for 2018/19

***It was resolved to*** note the internal auditors report for fiscal year 2018/19.

g. To Appoint Internal Auditor for 2019/20

Current internal auditor due to retire – ***it was resolved*** to source a competent and independent internal auditor for 2019/20

h. To Consider quotation for Heworth Without Insurance Provision for 2019/20

Three quotes for insurance provision and report circulated to all members prior to this meeting.

***It was resolved that*** questions be submitted to insurance provider(s) to enable HWPC to make an informed a decision with regards to this matter.

**13/2019. To Consider Issues Relating to Parish Assets and Open Spaces**

a. Stray Road play area

***i) To Consider provision of MUGA on playing field***

No further information available from Councillor Ayre.

***ii) To Consider matters related to the installation of self-closing mechanism on playing field gate and action required.***

An independent engineers report, regarding this matter (see minutes 15/04/2019, item163/2019 (b) was submitted to HWPC for consideration

***It was resolved that*** said report be presented to contractors requesting a response prior to HWPC giving any further consideration to the payment of the outstanding invoice.

***iii) To Approve the installation of 'safety edges' on picnic bench***

***It was resolved to*** install plastic 'safety edges' on new metal topped picnic table.

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

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

Councillor Cook provided a brief report highlighting vandalism in Jubilee wood, bulbs and planting not come to fruition.

***c. Open Spaces and other assets***

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

Groundsman reported issue with mower belt – maintenance contractor to work with Groundsman to resolve the issue.

Councillor Cage provided information on meeting with CYC Neighbourhood and Communities Team – signage to be erected to restrict access for horses (by CYC).

***d. HWPC Allotments***

***i) To Consider recommendations from Mr Gommersall re: revitalisation of allotment site (see attached report)***

***It was resolved to*** invite all allotment holders to June meeting of HWPC to address/consider these recommendations.

***ii) To Consider applications for allotment plot at Stray Road allotment site***

***It was resolved to*** approve the application received for allotment plot at Stray Road allotment site

**14/2019. Employment and Training:**

**a. To Approve attendance of Groundsman on any relevant training course(s) requested.**

***It was resolved that*** all requests for training must be submitted for consideration to a meeting of HWPC

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

None raised.

**15/2019. To Note Correspondence received not specifically dealt with on this agenda:**

None received.

**16/2019. To Note matters for Information and items for next monthly meeting agenda**

- All strategic documents of Heworth Without Parish Council to be reviewed June 2019
- Consideration of application for Local Councils Award Scheme.

**17/2019. To Confirm date and time of next meeting**

***It was resolved that*** the next ordinary Meeting of Heworth Without Parish Council will be held on Monday 17 June 2019 at 7pm in Heworth Without Community Centre.

***Meeting closed at 9.15pm***