



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that the ORDINARY MEETING of Heworth Without Parish Council will be held on MONDAY 20th SEPTEMBER 2021 commencing at 7.00PM in the Community Centre on Applecroft Road, Heworth

It is recommended that for the safety of all those attending the meeting, taking personal responsibility and carrying out a lateral flow test before arrival and wearing a face mask whilst indoors (if unable to maintain social distancing), will be encouraged, **regardless of vaccination status.**

You can collect such test kits **Boots the Chemist, Heworth Village** and **Boots the Chemist, East Parade** – both just have them next to the till. Or you can order them on line [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](#)

It is encouraged to wear a face mask, and use the hand sanitiser upon entering the community centre, in line with their COVID19 risk assessment and for the protection of those who are unable to wear face coverings.

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – **Item 118/2021 'Public Participation'**

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to: (i) Compliance with the Council's protocol on audio/visual recording and photography at meetings ii) Any recording should be clearly visible to anyone at the meeting and be non disruptive. Agenda for said meeting is shown below.

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R.D. Clayton

13th September 2021 (Date of Posting)
Cllr Ron Clayton
(Chairman)

AGENDA

116/2021. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

117/2021. To Note any Declarations of Interest:

- a. To Approve Dispensation Requests
- b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

118/2021. Public Participation:

Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so. PLEASE NOTE: Total time limit for this item is 30 minutes, each speaker limited to a 5-minute slot.

119/2021. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

120/2021. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 19/07/2021

121/2021. Planning:

- a. To Consider planning applications received
- b. To Consider any other planning related issues
- c. To Consider any planning enforcement issues

122/2021. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To report that the latest VAT claim of £3335.08 has been paid into the HWPC Bank Account.
- c. To Approve Financial Accounts in Cash Book & Income and Expenditure to 31st July 2021 & 31st August 2021
- d. To Approve Bank Reconciliation Statement to 31st July 2021 & 31st August 2021
- e. To Approve Budget Monitoring of Income and Expenditure up to 31st July 2021 & 31st August 2021, against this year's budget.

123/2021. Heworth Without Parish Council Administration:

- a. To report that the Councillor vacancy has been approved to be advertised via co-option and the deadline for applying is Thursday 23rd September 2021 midnight. To consider an interview date for potential candidates.
- b. To report that HWPC was chosen randomly to be audited by HMRC and has completed an Employment Duties Questionnaire and provided detailed information. To review the HMRC outcome report and agree appropriate actions in order to comply.
- c. To consider purchasing ID badges for Councillors and Clerk to wear when conducting parish work, such as at Meetings, conducting surveys, hosting community talks, play area and allotment inspections etc
- d. To consider a recommendation from the Employment committee in respect of the Parish Clerk's salary.

124/2021. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To report the completion of adapting the double gates to make them accessible with a RADAR padlock and key.
- ii) To report that the Play Area Grant from CYC of £5900 is now in HWPC Bank account ready for the Waltzer installation.
- iii) To update on the installation date of the Waltzer roundabout and works to make the access gate more accessible.
- iv) To approve the recommendations of the working party with regards to the installation of cycle and scooter racks and related costs.
- v) To consider signage to prevent bikes getting propped up against the newly adapted access gates, as it is affecting the groundsman and those with wheelchairs and pushchairs, access. Or possible review all signage so multiple signs can be combined into one.
- vi) To approve a repair of wetpour at the 4 bay swings by our nominated provider Playscheme for £125 + VAT, to be completed 22nd September 2021

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

- i) To consider a report on Cllr R Clayton's liaisons with the Ward Councillor (representing our Landlord) and relevant householders regarding a proposed double hedgerow at the top of the playing-field and on the outcome of an on-site meeting of the Parish Council to discuss possible locations for the trees we might order from Woodland Trust.
- ii) To report on liaising with all local primary and secondary schools due to recent damage to trees within Jubilee wood and surrounding area; to review a proposed letter from the Council to the former; and to consider sending a comparable letter to the latter.
- iii) To nominate a representative of the Parish council, who is a parent of children at Hempland School, to liaise with a teacher or the head on sharing some of the learning resources they use at this school and to consider appointing someone to write a short article for one of their weekly newsletters on a term basis.
- v) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To report on the outcome of the August survey whereby all councillors asked local residents their views on a bus shelter being installed at Stray Road / Applecroft Road Bus Stop.
- ii) To report matters relating to our open spaces and assets.
- iii) To report on the series of workshops and talks for the Parish on environmental and sustainable issues.
In Partnership with Hempland Lane Allotments: Tuesday 20th July- Wildlife Gardening Workshop and Amphibian training
Tuesday 27th July & Monday 16th August 2021 Froggy Fun Day (aimed at families & children), all held at The Haven, Hempland Lane Allotments
Talk on Composting and Rainwater Harvesting by Ivana Jakubkova, Sustainability Officer, St Nicks (a Charitable Incorporated Organisation registered as Friends of St Nicholas Fields, charity number 1153739)
Monday 13th September 2021.
- iv) To consider if any more workshops of talks should be arranged.

d. HWPC Allotments

- i) To report on matters relating to Stray Road Allotments, including the outcome of the meetings on Monday 9th August 2021 (with Councillors). To approve any further actions from this report to prevent flooding and trespass concerns.
- ii) To approve final action after consultation with Stray Road allotment tenants on 13th September 2021 to aid drainage and prevent future flooding on the site and address trespass concerns.
- i) To consider making the Stray Road Allotments site permanently accessible to Jubilee Wood and the Play Area

125/2021. Employment and Training:

- a. To report that the Clerk has commenced her CiLCA qualification.
- b. To Consider any current employment/training related issues

126/2021. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

127/2021. To Consider Highway/Transport Issues:

- a. To Report progress with HWPC's involvement in the Community Speed Watch initiative
- b. To consider and approve the purchase of a Radar speed gun for the sole use of HWPC for the cost of £169 and some tally counters at £5 each. With a possible option of Heworth Without Ward paying for the equipment.
- c. To Note any further highway issues.

128/2021. Policing and Security Matters:

- a. To Consider Neighbourhood Policing Team Report
- b. To Consider any further policing and/or security related issues

129/2021. Correspondence:

- a. To Consider Correspondence to the clerk received not specifically dealt with on this agenda

130/2021. To Note matters for Information and items for next monthly meeting agenda

131/2021. To Confirm date and time of next meeting

To Confirm date, time and venue for the next ordinary Meeting of Heworth Without Parish Council as Monday 18th October 2021 at 7pm.