



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that THE ANNUAL MEETING of Heworth Without Parish Council will be held on WEDNESDAY 5TH MAY 2021 commencing at 7.00PM in **via zoom**

Topic: HWPC Annual Meeting followed by Ordinary Parish Meeting via Zoom
Time: May 5, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/88607193166?pwd=SEdWbE1RQkhYYW5zYzVna1daVHIBdz09>

Meeting ID: 886 0719 3166

Passcode: 133337

One tap mobile

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+44 208 080 6591 United Kingdom

Meeting ID: 886 0719 3166

Passcode: 133337

Find your local number: <https://us02web.zoom.us/u/kdvfLbLOqM>

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 69/2021 '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

22nd April 2021
Cllr Ron Clayton
(Chairman)

AGENDA

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You are reminded that Heworth Without Parish Council has made a commitment to adhere to the following principles; to treat everyone equally, with fairness and respect; striving to champion the parish to make it vibrant, diverse, fair and safe.

AM 1. Election of Chairman

- a. To Approve Election of Chairman
- b. Appointed Chairman to sign Declaration of Acceptance of Office.
- c. To Approve Appointment of Vice Chair

AM 2. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

AM 3. 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

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

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

AM 6. To Appoint of Parish Representatives to Outside Bodies.

- a. YLCA (2 representatives)

ORDINARY MEETING

67/2021. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

68/2021. 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

69/2021. 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.

70/2021. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

71/2021. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 26/04/2021

72/2021. Councillor Vacancy

- a. To Approve an interview date for co-option candidates. Closing date for applicants will be set as midnight Tuesday 18th May 2021.

73/2021. Planning:

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

74/2021. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 30th April 2021
- c. To Approve Bank Reconciliation Statement to 30th April 2021

75/2021. Heworth Without Parish Council Administration:

- a. To consider options for meetings if Powers of Remote meetings are not being reviewed by government
- b. To Review financial regs to bring in line with newly reviewed standing orders. Including to consider Standing orders and the Financial Regulations in limits set for obtaining quotations and estimates for work suggested min £25,000 or £30,000 for tender requirements.
To consider that in months when meetings do not take place inc August, the RFO must still submit all monthly financial documents as usual to full council via email and to have this stipulation in the financial regs.
- c. To consider obtaining a Barclays Bank debit card in the Parish's name, for the Clerk/RFO to use, so that all purchases are bought by the Parish and not by the Clerks personal finances and then reimbursed. This is a recommendation from the internal auditor and has VAT implications if we do not do it.
- d. To consider and approve HWPC current Financial regulations (on website) and delegated powers for when meetings will not take place ie August and if COVID restrictions effect a face to face meetings and we do not have Powers of Remote meetings in place. Specifically the current regs allow the Clerk to pay most things, but not over £10000. To consider delegated powers to allow the RFO to pay invoices for pre-agreed amounts, even if over £10000 (ie the soon to be installed set of climbing rocks etc). To consider a requirement that the RFO must email full council / or Chairman in advance. Note – all payments via the online banking system have to be authorised by a second signatory and this will remain unchanged.
- e. To approve the Management Risk Assessment document of November 2020 as per the internal audit.
- f. To approve the Fidelity Guarantee Insurance within the Parish's policy as per the Internal auditors recommendations. "The level of fidelity guarantee insurance held by the council is £25,000. Balances held at 31 March 2021 were around £60,000. Using the generally applied criteria of balances at the 31st March plus half the precept an adequate level of cover should have been around £70,000 as a minimum". Policy due to renewal end of May 2021.

76/2021. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To report progress on the Set of Climbing Rocks.
- ii) To report on Dave Meighs visit to discuss the next stage of the Play Area Improvement fund application and discuss and approve any further action.

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

- i) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To approve replacing the Bus Shelter on Stockton Lane, opposite Christ Church to match the one near Beans Way. Cost approx. £3614+VAT including installation. HW Ward and Parish to contribute £1000 each and CYC will pick up the difference. CYC to manage the installation and invoice accordingly via Richard Hampton at CYC.
- ii) To report matters relating to our open spaces and assets.

d. HWPC Allotments

- i) To report on matters relating to Stray Road Allotments.

77/2021. Employment and Training:

- a. To Consider any current employment/training related issues

78/2021. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

79/2021. To Consider Highway/Transport Issues:

- a. To Receive update re: HWPC involvement in Community Speed Watch initiative
- b. To Consider charging points for electro vehicles/environment within the Parish
- c. To Note any further highway issues.

80/2021. Policing and Security Matters:

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

81/2021. Correspondence:

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

82/2021. To Note matters for Information and items for next monthly meeting agenda

83/2021. 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 21st June 2021 at 7pm (subject of COVID regs at the time of meeting)