



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that the ORDINARY MEETING of Heworth Without Parish Council, which will be held on MONDAY 15th DECEMBER 2025 commencing at 7.00PM in the Community Centre at 38 Applecroft Road, Heworth, York.

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 185/2025 '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.

MK Starkey

9th December 2025 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

183/2025. Apologies:

- a. To Receive Apologies and Note Reasons for Absence.
- b. To announce that Cllr M Ward has resigned.

184/2025. To Note any Declarations of Interest:

- a. To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.
- b. To receive, consider and decide upon any applications for dispensation.

185/2025. 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.

186/2025. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

187/2025. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 17/11/2025.

188/2025. Planning:

- a. To Consider and decide upon the planning applications received since the last HWPC meeting.
- b. To Receive the following planning decision/information.
- c. To Consider and decide upon any other planning related issues
- d. To Consider and decide upon any planning enforcement issues

189/2025. Finance:

- a. To Approve payments as detailed in Appendix 1 for December 2025.
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st Nov to 30th Nov 2025.
- c. To Approve Bank Reconciliation Statement from 1st November to 30th November 2025.
- d. To Approve Budget Monitoring of Income and Expenditure up to 30th Nov 2025, against this year's budget.
- e. To Report HWPC submitted their VAT claim for 1/09/2025 to 31/10/2025 for total sum of £919.49 on 22nd November 2025.
- f. To Approve HWPC Asset Register for January 2026.
- g. To Approve a date for the working group meeting, to draft of the HWPC budget for the fiscal year 2026/2027, and of our precept demand to CYC for fiscal year 2026/2027. Note - final approval is due in January 2026.

190/2025. Councillor Vacancy

- a. To report that the initial advertisement for a councillor vacancy was posted on 21st November 2025 and CYC were informed (this is for a vacancy created by Cllr M Ward). Should no such notice requesting by-election be submitted to the returning officer by 11th December 2025, HWPC will be able to fill the vacancy by co- option.

191/2025. Heworth Without Parish Council Administration

- a. To Report outcome of the Community Neighbourhood Plan Community Consultation evening on Monday 8th December 2025 and progress with the initial application for HWPC Neighbourhood Plan.
- b. To Report that the migration of HWPC emails to a new system within Vision ICT took place again on Friday 24th November 2025.
- c. To Report that the Clerk Laptop required new screen and motherboard, all covered by accidental damage insurance, paid £25 excess.
- d. To receive and consider an update regarding Hopgrove Playing field needs, requirements and how HWPC may be able to support.
- e. To Report that the HW Community Centre Mgt Committee have decided, moving forward, they will no longer charge HWPC for booking events and meetings at the Community Centre.
- f. To Approve HWPC Ordinary and Annual Meeting dates for 2026.
- g. To Consider and Approve content of HWPC New Year Newsletter 2026.

192/2025. Events:

- a. To Receive, consider and decide upon the feedback from the HWPC Christmas Festival which took place on Saturday 6th December 2025 and consider to rebook Santa for next year.
- b. To Receive, Consider and decide upon the updated proposal; of HWPC 12-month schedule of engagement with our community, and meeting minutes held on 26th November 2025 by the Events working group.

193/2025. Heworth Without Parish Council Policies and Documentation

- a. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal
- b. To consider and decide upon an amendment to HWPC Communication Policy (under the Communicating internally)- to include Councillor communication response times (suggested, Councillors: to acknowledge and respond to internal email correspondence within 5-7 working days).

194/2025. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To Report matters relating to Stray Road Play Area
- ii) To Report that Playscheme have the replacement wooden bar FOC from Sutcliffe Play (under warranty) after order for Playscheme was signed after November's months meeting to repair the Somersault Bars.
- iii) To Report progress with the installation of the RADAR accessible swing gate by Ryedale Landscapes (appointed by CYC).
- iv) To Consider and decide suggestions and quote from Playscheme regarding the grass matting surface section, either side and in-between the cut through gate between the play area and the playing field at Stray Road. Addressing the dip to reduce the water ponding in the gate way.
- v) To Receive, Consider and decide upon the Annual Inspection Report for Stray Road Play Area which took place 21st November 2025 and quote for remedial works.
- vi) To Receive, Consider and decide suggestions and quote from Playscheme regarding semi-permanent removable goal posts to allow grass to rejuvenate.

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

- i) To Report on any recent ASB and Vandalism activities.
- ii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To Report progress of the installation of two drainage grates on the beck footpath by CYC, behind the large swings.
- ii) To Report matters relating to our open spaces and assets.

d. HWPC Allotments

- i) To Report progress with Bramble hedgerow which is to be planted between Jubilee wood and Stray Road Allotments to prevent individuals cutting through.
- ii) To Report on any other matters relating to Stray Road Allotments.

195/2025. Employment and Training:

- a. Consider and decide upon any current employment/training related issues within HWPC.
- b. To receive a Report from the Clerk on training recently attended on Finding grants, Writing successful applications, Using AI and Guest speakers from funders and support services.
- c. To Report that the Clerk will receive training from VisionICT (free of charge due to change over issues) on Wednesday 17th December 2025.
- d. To Report that Mr D Morrod's (Groundsman) appraisal was conducted on 26th November 2025 by Clerk and Cllr M Starkey (Chairperson) and given an outstanding review. A replacement small petrol lawnmower was purchased to allow grass cutting over newly grass matted areas.

196/2025. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

197/2025. To Consider Highway/Transport Issues:

- a. To Receive and consider a report on HWPC's involvement in the Community Speed Watch initiative by the Speed Watch working group (Cllr M Starkey).
- b. To Note any further highway issues.

198/2025. Policing and Security Matters:

- a. To Consider and decide upon the latest Neighbourhood Policing Team Report
- b. Note any further policing and security issues.

199/2025. Correspondence:

- a. To Consider and decide upon correspondence to the clerk received not specifically dealt with on this agenda

200/2025. To Note matters for Information and items for next monthly meeting agenda

Approve Budget and precept 2026/2027 and Double Taxation

201/2025. To Confirm date and time of next meeting

To Confirm date, time and venue for the Ordinary Parish Council Meeting of Heworth Without Parish Council as Monday 19th January 2026 at 7pm in the Community Centre on Applecroft Road, Heworth