



Heworth Without Parish Council
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Minutes of the Meeting of Heworth Without Parish Council held 21st June 2021; in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG

To be approved at HWPC meeting to be held 19/07/2021

Present:

Councillor R. Clayton (Chairman), Councillor G Murphy, Councillor M. Starkey, Councillor P. Wells, Cllr N Ward (Ward) and Gayle Enion-Farrington (Clerk / RFO)

84/2021. Apologies:

- a. To Note Apologies and Approve Reasons for Absence
Due to Current COVID19 Regs and social distancing apologies were received and accepted from Councillor R. Cook, Councillor A Garbutt, Councillor D Gibbon, Councillor D Harrison and Councillor M. Wells – and would not affect their councillor duties.
- b. To welcome Cllr Greg Murphy who was appointed as new Councillor on Monday 7th June 2021
He was welcomed

85/2021. To Note any Declarations of Interest:

- a. To Approve Dispensation Requests
None
- b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests
None

86/2021. 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.

No members of the public attended

87/2021. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Green Bins – 3 HGV drivers have resigned and gone to the private sector – Local authorities are struggling to recruit. In these cases CYC prioritise Grey Waste bins first, then recycling, and garden waste is 3rd in the priority list. They are now fully staffed with drivers this week, so collections should now be as normal.

Grass verges are now getting done. CYC admit they were a little behind schedule due to the recent warm/wet spell and the fact that they moved resources to ensure all of the summer bedding was planted. They have confirmed that they are back working on rotation and will be out to this area as soon as possible

Partly successful with funding for play area - instead of £10,000 we got £5900 towards our inclusive roundabout and swings Local plan consultation runs to the middle of July 2021. Need to raise awareness of consequences for Green Belt.

Cllr N Ayre is conducting a Ward walk with a rep from Highways this Wednesday and will also look at the positioning of a pedestrian zebra crossing on Stockton Lane

88/2021. Minutes

- a. To Approve Minutes of the Annual Meeting and Ordinary Meeting of Heworth Without Parish Council held 05/05/2021
It was resolved to approve said minutes as a true and accurate record of the Annual Parish Council Meeting and the Ordinary Meeting of Heworth Without Parish Council held 05/05/2021

89/2021. Planning:

- a. To Consider planning applications received

CYC Reference	Address	Description
21/01088/FUL	4 Springfield Way York YO31 1HL	Single storey rear extension, hip to gable roof extension with dormers to front and rear following demolition of conservatory Approved

- b. To Consider any other planning related issues
It was reported that planning permission has been approved for 12 Galtres Avenue, York, YO31 1JT For: Hip to gable roof extension with dormer to rear, window to gable and 2no. rooflights to front
- c. To Consider any planning enforcement issues
None

90/2021. Finance:

a. To Approve payments as detailed in Appendix 1

APPENDIX 1

HEWORTH WITHOUT PARISH COUNCIL

INVOICES TO BE PRESENTED FOR PAYMENT 21/06/2021

Invoices to be paid after 21/06/2021	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay
Clerk Payroll	25/06/2021		wages	£354.60	
			Home working allowance	£20.00	
				£374.60	Total Payroll
Clerk Expenses	15/06/2021	GB373142903	zoom	£14.39	inc VAT
	25/05/2021	245719348	Plusnet monthly SIM charge	£6.00	inc VAT
				£20.39	Total of expenses
Groundsman	25/06/2021		wages	£180.80	
Vision ICT	19/05/2021	GB785375777	Final payment for New WAG Compliant website	£390.00	inc VAT
YIAS	21/05/2021		Internal Audit	£300.00	no VAT
Playscheme SJ Danby	21/05/2021	991261114	Quarterly Operational Play area audit	£300.00	inc VAT
CYC	27/05/2021	GB647365022	1/3 contribution for Bus Shelter Stockton Lane	£1,200.00	inc VAT
YLCA	28/05/2021		Training for Cllr D Harrison Flying Start	£48.00	no VAT
PAYE Income Tax Q1	10/06/2021		PAYE - P32	£209.00	no VAT
Amazon - opening ceremony	15/06/2021		Red ribbon & Scissors - climbing rocks	£16.98	inc VAT
Sutcliffe Play	expected June 2021		Climbing Rocks	£15,039.90	inc VAT
MacVenture	expected June 2021		Swings	£2,148.00	inc VAT
TOTAL				£19,832.68	Total

Paid with HWPC BC

Processed in May after the meeting

Amazon	18/05/2021	GB190023639	Fuel Cannisters	£49.98	inc VAT
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Paid with HWPC BC

Amazon	18/05/2021	GB226173129	Safety Signage for fuel containers and garage	£22.35	inc VAT	Paid with HWPC BC
Shell Fuel	21/05/2021	780571712	Fuel for ride on Mower	£50.61	inc VAT	Paid with HWPC BC
Signarama	10/05/2021	273628581	Ash Close noticeboard	£216.00	inc VAT	Paid in May 2021
D Morrod Expenses	12/05/2021		Screwfix Resolva weed killer	£27.99	inc VAT	Paid in May 2021

CASH BOOK MONTH 2 MAY 2021-2022

INCOME

DATE / Explanation	VAT REFUNDS	ALLOTMENT RENT	BANK INTEREST	PARKS/OPEN SPACES	GEN. ADMIN.	TOTAL
B/FWD	0.00	10.00	0.00	0.00	11133.50	11143.50
VAT REFUND	3112.75					3112.75
TOTALS	3112.75	0.00	0.00	0.00	0.00	3112.75
C/FWD	3112.75	10.00	0.00	0.00	11133.50	14256.25

It was resolved to settle all above accounts with immediate effect. No invoice has yet come in for Sutcliffe Play for the Climbing Rocks and MacVenture will be July now as the project has only received approval at tonight's meeting after obtaining funding. Invoices checked and approved by Councillor R. Clayton

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 31st May 2021
It was resolved to approve the Cash Book & Income and Expenditure to 31 May 2021
- c. To Approve Bank Reconciliation Statement to 31st May 2021
It was resolved to approve the Bank Reconciliation Statement to 31 May 2021
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st May 2021, against this year's budget.
It was resolved to approve the Budget Monitoring of Income and Expenditure to 31 May 2021
Cllr R Clayton signed these off at the meeting

91/2021. Heworth Without Parish Council Administration:

- a. To Approve HWPC Financial regulations June 2021
It was resolved that these are still under review and will be amended within the month and put forward for approval at next months meeting.
- b. To Approve HWPC Standing Orders June 2021 that have been updated to reflect minor amendments in Financial Regulations
It was resolved to approve HWPC Standing Orders June 2021 that have been updated to reflect minor amendments in Financial Regulations.
- c. To report that Clerk/ RFO is now in possession of the Barclays Bank debit card for HWPC so that all purchases, that cannot be invoiced are bought by the Parish and not by the Clerk's or groundsperson's personal finances (where possible) and then reimbursed. This is to comply with the Internal auditor's recommendations.
It was noted
- d. To retrospectively approve the Covid19 Safe Meetings Risk Assessment May 2021 for HWPC. - sent by email previously and on website under meeting's – June - additional documents
It was resolved to increase the number of persons able to attend Council meetings to 10 people due to the changes made tonight to the layout of the room.
- e. To report that the Notice of Public Rights and Publication of Unaudited AGAR was announced on 24th May 2021 (noticeboards and website) and is available for inspection between Monday 7th June 2021 – Friday 18th July 2021
It was noted.

92/2021. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To report that Sue Shooter, Youth Mentor from Tang Hall Big Local, York has been continuing to visit Stray Road Play Area and liaise with youths and parents. No issues to report from her perspective up to and including 27th May 2021; however due to incidents when the schools broke up for May half term holidays, she was called out for additional visits.

Report from Sue Shooter – Monday 14th June 2021

We have been up to Stray Rd Park on several occasions recently – in the afternoons during half-term and early evenings during term-time but have yet to encounter any trouble or even many teenagers. The park is well used but when we have been there it has been almost all families with younger children or just small numbers of teenagers who have been meeting their friends but they have just been chatting and not causing any problems. I understand there have been issues with a local resident and one or two young people but we have yet to observe or hear about any trouble during our visits.

The new equipment is appealing to young people and I'm sure will be well used during the summer months. The young people we have spoken to have said they would be interested in some activities such as sports, games, baking or arts and crafts so hopefully when restrictions are lifted we can encourage them to attend a weekly Youth club and activities in the school holidays.

We will continue to visit the park regularly as we are keen to engage with as many young people in the area as we can.
It was resolved to thank Sue for her continued support in this matter

- ii) To consider Sue Shooter's latest report in conjunction with the views of Ollie Maskell, Police Community Support Officer for North Yorkshire Police regarding recent reported incidents at the park and playing fields and agree actions moving forward.

It was resolved that following a zoom meeting on 15th June 2021 at 7pm, we noted that regular patrols by PCSOs are taking place every day. Residents are encouraged to report any incidents.

PCSO recommends a sign and is ready to put one up and to enforce it. He also recommends the posting of appeals and information on social media, but noted that 'noise pollution' begins, officially, after 11pm.

PCSO encourages the setting-up of Neighbourhood Watches.

The Parish Council minuted its gratitude for these additional visits and patrols.

It was resolved that the Clerk is to inform residents of our increased PCSO and a youth engagement worker presence to ensure local residents are aware of the work being undertaken

- iii) To report complaints regarding noise, disturbance and alleged illegal activities on Stray Road Play area and field during Bank holiday weekend and Half Term holidays and an increased amount of litter being left during the good weather.

It was noted and outcomes are detailed in 92ai and ii

- iv) To consider a 'No Alcohol, No Fires' sign within the play area.

It was resolved for no sign to be displayed by the Parish Council but it was agreed that there should be a police sign – as stated in 92aii

The clerk has been instructed to liaise with the police about putting up a sign, which they can enforce.

It was resolved that Cllr Ron Clayton and the Clerk should write to local primary and secondary schools about the improvements in the park, mentioning the importance of respecting neighbours, taking care of the equipment, and the effects on us all of bad, damaging and inconsiderate behaviour.

- v) To consider 'No Loud Music' after a certain time sign within the play area.

It was resolved for no sign to be displayed by the Parish Council but agreed for a police sign as in 92aii

It was resolved that Councillors do not want signs that they cannot enforce. However a possible police sign linked to National Law of 11pm and 7am noise restrictions would work better.

- vi) To consider closing the park overnight.

It was resolved that there was no support for the play area to be closed overnight. Councillors agreed that the problems of policing, managing, and cost would make this proposal impracticable.

- vii) To report progress on the Set of Climbing Rocks.

It was reported that the Rock Stack was completed on Wednesday 17th June 2021 in readiness for a successful opening ceremony and photo shoot on Thursday 17th June 2021 at 10am with Cllr N Ayre and members of HWPC and Zak Agnew Manager of Red Goat Climbing the rock stack, in attendance.

It was **reported** that restoration of soft grass verges etc is to be completed within the next week and the 2 broken grates were fixed last week by CYC - the cost of repair will be sent to Sutcliffe play.

- viii) To report on Dave Meigh's visit to discuss the next stage of the Play Area Improvement fund application and discuss and approve any further action.

It was resolved that HWPC having been awarded £5,900 grant (and there has been another very welcome anonymous donation of £200) approval was given for the clerk to proceed with our next project of the Waltzer and swings and order immediately. It would currently take 6 weeks from order to installation

- ix) To approve the Rainbow theme for the Inclusive Waltzer. Usually there would be an additional £1000 for this print but we have been offered a gesture of goodwill at £500 – in view of footprint-damage to the surface of the gym equipment area. Or a plain Red or Blue at no extra cost. It is located at the front of the play area for all to see.



It was resolved to order 'rainbow' after reassurances as to durability and warranty were obtained. (Applefields school unanimously requested Rainbow for all their children.)

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

- i) **To Report on the Working Party meeting 29 April 2021**

- 1) The stones of aggregate on the allotment site were examined and it was decided to re-position them
 - 2) It was agreed that they would be suitable to form the basis of a path leading from the official allotment gate to the unofficial 'gate' in the dividing hedge.
 - 3) It was agreed that some preliminary levelling of the ground could be done to prepare the base for a path approx 1 m wide
 - 4) **It was resolved** to request the Clerk to ask a) the Pay-back team if they could dig out the blockage in the drainage ditch; and b) when this was done for Cllr R Cook to ask Good Gym if they could build an embankment - a berm or dyke - using the resultant spoil and the nearby piles of earth to protect the adjacent allotment plots.
- ii) To consider Woodland Trust's offer of free packs of tree saplings for planting in commemoration of the Queen's Platinum Jubilee.
It was resolved to obtain a report from Cll. Roger Cook on the trees we might order, and then we can apply to CYC to obtain permission for such trees to be planted in such locations as we determine and CYC permits.'
- iii) To consider a natural barrier by residents' fences and removing the branches and bracken piled up against the fences of residential properties, perhaps relocating them to dedicated wildlife and bug and beetle areas around the site and away from the houses and having some on the allotment site. The views of the neighbours-with-fences should be sought.
It was resolved that the council need to liaise with all neighbours as there appear to be opposing views.
- iv) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow
It was noted that the **Play area gate** was ajar at times, so a temporary fix has been carried out by Cllr P Wells
It was resolved that the Clerk is instructed to get a quote from Blacker Steel and other possible contractors so that when we do the work on the gate and new pathway for the roundabout we can also rehang the current double gates, making them easier to open, and have the swing gate looked at, at the same time.

c. Open Spaces and other assets

- i) To report that a new Bus Shelter on Stockton Lane, opposite Christ Church has been installed – had good feedback
It was noted
- ii) To consider the suggestion that a same style bus shelter be installed at Stray Road / Applecroft Road Bus Stop, after a few comments on Facebook
It was resolved to hold a public consultation in the next newsletter to seek current opinion
- iii) To consider a pedestrian crossing near the new Bus Shelter on Stockton Lane, opposite Christ Church, due to recent requests. It would also help to slow the traffic on this road. If it was positioned to the City Centre Side of Algarth Road it would be used to get to Hempland School and for users of Christ Church from Toddler group, Playgroup (ages 2-4years), Rainbows, Beavers, Brownies, Guides and Cub groups etc and all church goers.
It was reported that this is under consideration and Cllr N Ayre has a meeting this week, as it would be on the border of the Parish, but within Heworth Without Ward. Cllr D Harrison and a number of councillors are also running a community speed watch in that area to gather data of speed of traffic.
- iv) To report on the Great British Spring Clean event that the HWPC Councillors and some local residents took part in on June 8th 2021 from Community Centre
It was reported that this was carried out and councillors noted with pleasure that our parish is very clean and tidy.
- v) To consider reports regarding the North bench on the Stray that is sinking and a request for additional benches on the Stray.
It was noted that Monk Stray is from the flower shop to Toby Carvery on Malton Road. **It was resolved** that this bench is in Heworth Ward and not the parish, so Cllr N Ayre will manage.
- vi) To consider the quote from Signarama to repair the 3 other outstanding noticeboards to match the Ash Close repair.
It was resolved that for the time being the clerk should proceed with the repair of the main noticeboard outside the community centre.
- vii) To report matters relating to our open spaces and assets.
Nothing to report

d. HWPC Allotments

- i) To report on matters relating to Stray Road Allotments.
It was reported that there was some accidental flooding on plot 2 when trying to allow water to flow from Jubilee Wood – Actions required to prevent further flooding are outlined under item b4 i).

It was reported that there have been reports of Anti Social Behaviour– probably linked to the same youths on the field - taking bits of wood, pulling out plant supports and dismantling compost bins. Sweetcorn had been pulled up, glass broken in a shed window. PCSOs patrols will extend to this region.

93/2021. Employment and Training:

- a. To report that the Clerk has completed the Introduction to Local Council Administration (ILCA) course.
It was noted and the Clerk was congratulated.
- b. To approve the Clerk's next level of training. Certificate in Local Council Administration (CiLCA). Next intake via YLCA is September 2021, but registration is required asap. Registration Fee £410 (non VAT) and course fees are £325 + VAT. (Budget has £900 set aside for the course to allow Clerk to purchase any relevant course materials and resources).
It was resolved to approve the CiLCA training and costs
- c. To Consider any current employment/training related issues
It was reported that both Cllr D Gibbon and Cllr G Murphy will be attending the Off to a Flying start courses this month

94/2021. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

It was reported that the council received a report from Councillor Margarete Wells from the YLCA meeting 10th June via Zoom

95/2021. To Consider Highway/Transport Issues:

- a. To Report HWPC involvement in Community Speed Watch initiative and recent training
It was reported that speed watch training by Cllr D Harrison, Cllr R Clayton, Cllr R Cook, Cllr A Garbutt, Cllr M Wells and Cllr. M. Starkey. A number of speed watch patrols are planned over the next few days and weeks.
- b. To Consider charging points for electro vehicles/environment within the Parish
It was resolved not to pursue this any further after Christ Church confirmed they do not wish to consider an electro point and the latest guidance is that it is for workplaces which HWP has not got.
- c. To Note any further highway issues.
Nothing to report

96/2021. Policing and Security Matters:

- a. To Consider Neighbourhood Policing Team Report
It was noted that crime was in general low within the parish and following a PCSO attending a zoom meeting on the Tuesday 15th June 2021 there has been an increase in PCSO patrols; as yet nothing to report.
- b. To Consider any further policing and/or security related issues
Nothing to report

97/2021. Correspondence:

- a. To Consider Correspondence to the clerk received not specifically dealt with on this agenda
Missed garden waste collection in Heworth Without on 9 June 2021 - email
Grass Verges – many face to face conversations with residents
See Cllr. Ayre's report.

98/2021. To Note matters for Information and items for next monthly meeting agenda

At the next meeting - to discuss the Play area gate and roundabout access gate – clerk to get quotes in the meantime
To consider requirements to for open spaces in 2022/2023 prior to double taxation application in September 2021 i.e. future bus stops, benches, picnic benches on the play area, allotment site needs, for example

99/2021. 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 19th July 2021 at 7pm (subject of COVID regs at the time of meeting) at Heworth Without Community Centre.

It was resolved to have the meeting on Monday 19th July 2021 and hopefully with no restrictions. However, if a meeting in limited numbers is required, councillors attending will be on rotation.

Meeting ended 20.30

R. D. Clayton

Minutes approved on 19/07/2021