Heworth Without Parish Council
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DRAFT Minutes of the ORDINARY MEETING of Heworth Without Parish Council, held on MONDAY 16th FEBRUARY 2026 commencing at 7.00PM in the Community Centre on Applecroft Road, Heworth. To be approved at HWPC meeting to be held 16/03/2026.

Present:
Councillor M Starkey (Chair), Councillor A Basu (Deputy) (arrived 7.15pm), Councillor N Ayre, Councillor J Bushby, Councillor A Garbutt, Councillor S Phoenix, Councillor M Taylor and Gayle Enion-Farrington (Clerk / RFO).
C Saunders (Public)

23/2026. Apologies:

a. To Receive Apologies and Note Reasons for Absence
It was Reported that Cllr A Basu would be arriving 10 mins late.

24/2026. 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.
It was Reported that Cllr A Basu works at Applefields School – agenda item 34/2026 v
b. To receive, consider and decide upon any applications for dispensation.
None

25/2026. 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.
CS came to discuss Stray Road potholes, which is also an agenda item for todays meeting.

26/2026. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

CYC meeting last week about Stockton Lane Planning application – appointed a KC to defend it. Changed the inclusion of Traveller pitches and that is why Taylor Wimpy are reconsulting with public again.
Council Budget has been discussed and HWPC precept was agreed.
Pension fund for CYC has been reviewed and £5million has been saved on pension contributions
Even with increase of Council Tax there will be a deficit of £10million each year over 3 years, which needs to be saved elsewhere.

27/2026. Minutes

a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 19/01/2026.
It was Resolved to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 19/01/2026.
b. To Approve Minutes of the Extra Ordinary Meeting of Heworth Without Parish Council held 09/02/2026.
It was Resolved to approve said minutes as a true and accurate record of the Extra Ordinary Meeting of Heworth Without Parish Council held 09/02/2026.

28/2026. Planning:

a. To Consider and decide upon the planning applications received since the last HWPC meeting.
None
b. To Receive the following planning decision/information.
It was Reported that 145 Bad Bargain Lane York YO31 0PF Single storey rear extension 26/00093/FUL was approved by CYC Planning with restrictions. Further to this the application has now been withdrawn
c. To Consider and decide upon any other planning related issues
None
d. To Consider and decide upon any planning enforcement issues
None

29/2026. Finance:

a. To Approve payments as detailed in Appendix 1 for February 2026.

APPENDIX 1

HEWORTH WITHOUT PARISH COUNCIL
INVOICES TO BE PRESENTED FOR PAYMENT Feb 2026

Invoices TO BE PRESENTED FOR PAYMENT Feb 2026	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay	
Clerk Payroll	25/02/2026		wages	£576.04		
Clerk Home Working	25/02/2026		Home working allowance	£32.00	Paid together	
Clerk Mobile	03/01/2026	GB569953277	Vodafone monthly SIM charge Now by DD	£9.66	inc VAT	Paid DD
Groundsman	25/02/2026		wages	£280.37	no VAT	
PAYE	25/02/2026		PAYE Feb 2026	£169.53	no VAT	
Screwfix	20/01/2026	232 5555 75	Screwfix Engine oil for lawn mower	£9.49	inc VAT	
Explore York	11/02/2026	GB208659689	Explore York Refreshments for Events Meeting	£11.90	inc VAT	Paid BC
NSALG Ltd	02/02/2026	1212930 14	NSALG Ltd Allotment Membership	£84.00	inc VAT	
CYC	01/02/2026	GB647365022	CYC Stray Road / Burnholme Lease rent for Playarea	£328.00	no VAT	
Playscheme	27/01/2026	GB991261114	Installation of somersault bars (which were provided under warranty from Sutcliffe play)	£300.00	inc VAT	
Playscheme	09/02/2026	GB991261114	Annual Playarea inspection repairs	£2,204.40	inc VAT	
Playscheme	awaiting invoice	GB991261114	Playscheme boundary fence infill for playarea	£336.00	inc VAT	
Poundstore	11/02/2026		Poundstore non-food Prizes for Easter Egg Hunt	£67.00	inc VAT	
Vision ICT	01/02/2026	GB785375777	Vision ICT SSL Certificate	£60.00	inc VAT	
Amazon	12/02/2026	GB727255821	Amazon Easter paper tablecloths for Easter egg hunt	£37.90		
MooFree	06/02/2026		MooFree Easter Eggs for Easter egg Hunt	£109.00	inc VAT	
TOTAL				**£4,615.29**	Total	

CASH BOOK MONTH 10 JANUARY 2025-2026
INCOME

DATE	VAT REFUNDS	ALLOTMENT RENT	BANK INTEREST	PARKS/OPEN SPACES	GEN. ADMIN.	TOTAL	
C/FWD	**3572.62**	**10.00**	**0.00**	**0.00**	**11433.50**	**25923.62**	
Precept 2025/2026						0.00	
Allotment rents		100.00				100.00	B
Allotment deposits						**0.00**	B
VAT REFUND						0.00	B
TOTALS	**0.00**	100.00	**0.00**	**0.00**	0.00	100.00	
C/FWD	**3572.62**	**110.00**	**0.00**	**0.00**	**11433.50**	**26023.62**	

It was Resolved to settle February's payments with immediate effect. In line with current financial regs all invoices and payments were checked and approved by **Cllr A Basu** and **Cllr A Garbutt** signed off on the accounts and Cllr M Starkey and all other councillors approved at the meeting. Cllr M Starkey was appointed to approve all online banking payments this month

b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st Jan to 31st Jan 2026.
It was Resolved to Approve Financial Accounts in Cash Book & Income and Expenditure from 1st Jan to 31st Jan 2026

c. To Approve Bank Reconciliation Statement from 1st Jan to 31st Jan 2026.
It was Resolved to Approve Bank Reconciliation Statement from 1st Jan to 31st Jan 2026

d. To Approve Budget Monitoring of Income and Expenditure up to 31st January 2026, against this year's budget.
It was Resolved to Approve Budget Monitoring of Income and Expenditure up to 31st January 2026, against this year's budget.

30/2026. Councillor Vacancy

a. To report (also reported at Ex Ord Meeting 9/2/26) that the initial advertisement for a councillor vacancy was posted on 19th January 2026 and CYC were informed (this is for a vacancy created by Cllr K Last). No one submitted a request for a by-election, to the returning officer by 6th February 2026 and HWPC are now able to fill the vacancy by co-option. Vacancy has been advertised and HWPC aim to fill by HWPC March Ordinary meeting.
It was noted

b. To Report that Cllr E Hardy has resigned and was announced at the Ex-Ord meeting on 9th February 2026. The initial advertisement for the councillor vacancy was posted on 6th February 2026 as agreed by CYC. Should no by-election be requested by the Returning Officer by Friday 26th February 2026, HWPC will be able to fill the vacancy by co-option. Aiming for HWPC March Ordinary meeting.
It was noted

31/2026. Heworth Without Parish Council Administration

a. To Report progress with all Councillors migrating over to the new HWPC emails system with Vision ICT in December 2025.
It was Reported that all Councillors have now migrated over.

b. To Report progress with HWPC Neighbourhood Plan
It was Reported that HWPC Neighbourhoods Plan initial application has been approved by CYC. HWPC NP working group can commence the data gathering and a meeting.

c. To Report findings after Cllr M Starkey, Cllr A Garbutt and Clerk attended Hopgrove Playing Fields committee meeting on 22nd January 2026.
It was Resolved to accept notes of the above meeting and for Clerk to contact Mark Shield and include Cllr N Ayre to get disabled Parking Bay actioned.
It was Resolved for Cllr N Ayre to research any support for Hopgrove Playing fields association with some of their current challenges.

32/2026. Events:

a. To Receive, Consider and decide upon the updated proposal; of HWPC 12-month schedule of engagement with our community, and meeting minutes held on 11th February 2026 by the Events working group, especially Easter Egg Hunt.
It was Resolved to accept the minutes contents and for working group to continue with the plan for 2026.
Deans Garden Centre have confirmed they will sponsor the Spring and Summer Gardening Competitions for 2026 and a Councillor will be appointed as Judge at March meeting.
All other events detailed in minutes were approved and Clerk to do a poll for all Councillors to commit to all events in 2026 that they will be assisting with.

33/2026. Heworth Without Parish Council Policies and Documentation

a. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal. ***None***

34/2026. 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
None

ii) To Report progress with the side sections, either side of the RADAR accessible swing gate by CYC and to Report recent complaint with residents that the works are still not completed. 1 has written to the Access (Communities) Officer at CYC.
It was Reported that Gate is now operational. Local resident EH has given positive feedback. The surfaces surrounding it are smooth and level, using the key is easy and the gate itself doesn't feel too heavy and opens both inwards and outwards. Feature is that you don't need to 're-lock' the gate; the latch re-engages when you push the gate shut,
It was Resolved for Clerk to get quotes and proofs for some signage for the gate to aid user.
'RADAR key required'
'Please close gate behind you to enable locking device' Clerk to ask Applefields School for input – maybe some widgets to use.

iii) To Report progress with Playarea Annual Inspection repairs.
It was Reported that all works are completed and we have been invoiced

iv) To Receive, Consider and decide upon quotes for semi-permanent removable goal posts to allow grass to rejuvenate, when required.
It was Resolved that the Playscheme quote was preferred (quotes sort from Sutcliffe Play, Streetscape and Playscheme). Before proceeding HWPC would like to see better pictures and no bars at back as no nets required. Get drawings and recommended citing locations then ask Mark Shields, from Hopgrove Playing Fields association for his opinion for March meeting

v) To consider and decide upon a request from Applefields School to provide and display a communications board within the play area.
It was Resolved to be a good idea but further information was required on costs, size and preferred content would need to be supplied by Applefields School. Cllr A Basu will arrange for this, directly through Applefields school.

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

i) To Report on any recent ASB and Vandalism activities.
It was Reported that a fence was pulled down between wood and allotments. Groundsman has repaired on 9/2/26 but needs a more permanent repair. J Ulliott Tree surgeon has provided some tree cuttings and branches to infill the gaps for now.

ii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow
None

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.
It was Reported that there has been no further update - Clerk to contact D Meigh

ii) To Report matters relating to our open spaces and assets.
None

d. HWPC Allotments

i) To Report on any other matters relating to Stray Road Allotments.
It was Reported that 3 plots have not renewed, and all have been chased. If they do not renew, Clerk will advertise as vacant plots, but unlikely anyone will be interested until March onwards.

35/2026. Employment and Training:

a. Consider and decide upon any current employment/training related issues within HWPC.
It was Reported that some Councillors are looking for online Off to a flying start course as they are now face to face – Clerk to ask YLCA

36/2026. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings
It was Reported that Cllr M Starkey and Cllr A Garbutt to attend next YLCA meeting

37/2026. 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).
It was reported more volunteers are required for speed Watch and will arrange training from March

b. To Receive, consider and decide upon correspondence from residents regarding concerns about potholes on Stray Road and how it has rapidly declined since December 2025.
It was Reported that it was fully re-surfaced in July 2010. It appears that the joints have created potholes. Clerk to report to CYC – include concerns such as School and bus routes – increased rate of decay.

c. To Receive, consider and decide upon correspondence from a resident regarding the relocation of the Dog waste bin at Junction of Bad Bargain Lane / Bramley Garth.
All HWPC Councillors to investigate possible options for next meeting

d. To Note any further highway issues.
None

38/2026. Policing and Security Matters:

a. To Consider and decide upon the latest Neighbourhood Policing Team Report
It was Reported that there was 1 incident of A|SB in the month of January 2026

b. Note any further policing and security issues.
None

39/2026. Correspondence:

a. To Consider and decide upon correspondence to the clerk received not specifically dealt with on this agenda
None

40/2026. <u>To Note matters for Information and items for next monthly meeting agenda</u>
Bramley Garth Dog Waste bin
Goal Posts with more detailed information
Communications board within the play area.
Councillor to be appointed as Judge for Spring Garden Competition
Review of Councillor poll on commitment to HWPC events in 2026

41/2026. <u>To Confirm date and time of next meeting</u>
To Confirm date, time and venue for the Ordinary Parish Council Meeting of Heworth Without Parish Council as Monday 16th March 2026 at 7pm in the Community Centre on Applecroft Road, Heworth

It was agreed.
Meeting closed 8.20pm.