



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that the ANNUAL MEETING of Heworth Without Parish Council, followed by the Ordinary Parish Meeting, which will be held on MONDAY 20th MAY 2024 commencing at 7.00PM in the Community Centre on Applecroft Road, Heworth

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 75/2024 '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

13th May 2024 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

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 1/2024. 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 2/2024. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

AM 3/2024. 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

AM 4/2024. To Approve Co-option of suitable qualifying candidates to Heworth Without Parish Council (only if 9 seats are not filled)

AM 5/2024. To Appoint members to Employment Panel/Committee (3 members)

AM 6/2024. To Appoint a Planning Officer

AM 7/2024. To Appoint a Digital Media Councillor

AM 8/2024. To Appoint an Allotment Councillor and Deputy Allotment Councillor

AM 9/2024. To Appoint of Parish Representatives to Outside Bodies.

- a. YLCA (2 representatives)

AM 10/2024. To Appoint Working Groups within HWPC.

- a. Events Working Group (min 3 representatives)
- b. Recreational (Playing field / Playarea) Working Group (min 3 representatives)

AM 11/2024. General Power of Competence (GPC):

- a. **To Confirm eligibility criteria for use of General Power of Competence for Heworth Without Parish Council** (as determined by (SI 2012/965) Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

- Clerk holds the required sector specific qualifications and
- Councillors elected, equals or exceed two thirds of the total number of Councillors

The criteria for eligibility must be reaffirmed every at every relevant meeting of the council; i.e. annual meeting of the council after local elections. The Parish has not had local elections but some local elections (Mayor) have taken place in York therefore HWPC reaffirms that there has been no change to all 9 elected Councillors from 2023 and the same Clerk remains position with her CiLCA qualification.

ORDINARY MEETING

73/2024. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

74/2024. 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.

75/2024. 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.

76/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

77/2024. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/04/2024.

78/2024. 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

79/2024. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st April to 30th April 2024.
- c. To Approve Bank Reconciliation Statement from 1st April to 30th April 2024 and year end accounts.
- d. To Approve Budget Monitoring of Income and Expenditure up to 30th April 2024, against this year's budget.
- e. To Approve the Notice of Public Rights and Publication of Unaudited AGAR and its announcement (noticeboards and website) and that it will be available for inspection between Monday 3th June 2024 – Friday 12th July 2024 and notice to be signed by the Chair.
- f. To Approve 4.5hrs overtime for the Clerk / RFO for additional hours worked for the Internal Auditor in April 2024.

80/2024. Heworth Without Parish Council Administration

- a. To Consider and Approve the renewal quote for HWPC Insurance Protection Policy– renewal date 1/6/2024
- b. To Report all ROIs have been submitted and updated on the Parish Website and submitted to CYC.
- c. To Approve an advert to recruit Volunteers to lead the Way Forward for HWPC to create a Neighbourhood Plan

81/2024. Events:

- a. To Report the outcome of the Spring Garden competition 2024 within the Parish and Approve prizes.
- b. To consider events for D-Day and Yorkshire Day with HWPC involvement.
- c. To Consider and decide upon Events on the Playing Fields for May Half Term, Summer school holidays and / or October Half Term school holidays.
- d. To Receive, Consider and decide upon the updated proposal; of HWPC 12 month schedule of engagement with our community, by the Event working group (Cllr D Harrison, Cllr S Phoenix and Cllr M Starkey).

82/2024. Heworth Without Parish Council Policies and Documentation

- a. To approve HWPC Annual Review of HWPC Standing Orders 2024
- b. To approve the updated HWPC Financial Regulations Policy 2024 in line with the new NALC format/
- c. To approve HWPC Risk Management Policy May 2024
- d. To approve the updated HWPC Reserves Policy 2024
- e. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal

83/2024. 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 competition and payment of Move It / York Services undertaking the deep clean and algae removal on surfaces within the Play area as stated on the Annual Inspection in item 195/2023a (ii).
- iii) To Report progress on the requested change of the terms of the current Playing Field lease, recasting its description, and our obligations, to include sporting, recreational and communal activities and our obligation to preserve and maintain its central area as a sports-field.
- iv) To Report progress liaising with CYC regarding Stray Road Play area entrance to change the current RADAR accessible gates to be lower, lighter in weight and split 2/3 and 1/3 with the 1/3 gate being more accessible to all (including to smoother footpath entrance), still using a RADAR key lock – awaiting design and costs from CYC

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

- i) To Report on any recent ASB and Vandalism activities.
- ii) To Receive a progress update on a meeting between CYC & HWPC Recreational working party (Cllr A Harrison, Cllr D Harrison, Cllr E Hardy, Cllr S Phoenix, Cllr K Last and Cllr M Starkey and the Clerk), organised by Cllr N Ayre regarding plans for Stray Road Playarea & Field considering 2 x Multi Use goal areas (football, cricket, basketball type areas) with an artificial surface in the goal mouths only and all other grass would be maintained. A view to ensure accessibility was requested by HWPC.
- iii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To Report progress on the possibility of the installation of a talking bench on the corner of Stray Road / Bad Bargain Lane. Highways would need to be involved and CYC guide on bench design.
- ii) To Report Progress on Move it / York Services installing Planters and re-configuring the 4 car parking bays by 36 Applecroft Road, on the entrance to the Community Centre at 38 Applecroft Road, to prevent further damage to the dividing fence owned and maintained by 36 Applecroft Road.
- iii) To Consider and decide upon the areas of deteriorating tarmac on the Community Centre driveway and car park.
- iv) To Report matters relating to our open spaces and assets.

d. HWPC Allotments

- i) To Report on any other matters relating to Stray Road Allotments.

84/2024. Employment and Training:

- a. To Consider and decide upon any current employment/training related issues within HWPC.

85/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

86/2024. To Consider Highway/Transport Issues:

- a. To Receive and consider a report regarding progress with training dates and Speed Watch operations for HWPC's involvement in the Community Speed Watch initiative by the Speed Watch working group (Cllr D Harrison and Cllr M Starkey).
- b. To Note any further highway issues.

87/2024. Policing and Security Matters:

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

88/2024. Correspondence:

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

89/2024. To Note matters for Information and items for next monthly meeting agenda

Septembers meeting - To Consider implications and decide upon all HWPC moving to gov.uk domain

90/2024. To Confirm date and time of next meeting

To Confirm date, time and venue for the next Ordinary Parish Council Meeting as Monday 17th June 2024 at 7pm in the Community Centre on Applecroft Road, Heworth.