



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that the ORDINARY MEETING of Heworth Without Parish Council will be held on MONDAY 21st FEBRUARY 2022 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 20/2022 '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

14th February 2022 (Date of Posting)

Cllr R Clayton
(Chairman)

AGENDA

18/2022. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

19/2022. 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

20/2022. 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.

21/2022. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

22/2022. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 17/01/2022

23/2022. Planning:

- a. To Consider planning applications received
- b. To Consider any other planning related issues
 - i) To report progress with handover for Cllr M Wells becoming HWPC's new Planning Officer.
- c. To Consider any planning enforcement issues

24/2022. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 31st January 2022
- c. To Approve Bank Reconciliation Statement to 31st January 2022
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st January 2022, against this year's budget.
- e. To Approve the Internal Auditor and accountant Janet Bennett (same as previous year) to complete HWPC Internal audit on Friday 6th May 2022 and sign the AGAR for 2021/2022. Costs will be £315, an increase of £15.
- f. To report progress with the Barclays Bank Mandate change in order to add Cllr M Starkey to the authorised signatory list.
- g. To report that HWPC's Yorkshire Bank (YB) account is in process of being closed and monies transferred to HWPC now only community account, with Barclays Bank. The YB account was unused, did not have internet banking and the signatures were out of date. This process also makes auditing more straight forward in the future.
- h. To report that Zoom subscription for the clerk has been cancelled. Should HWPC require zoom again it will be restarted under HWPC business name, rather than the clerks personal details (for auditing purposes) and charge directly to HWPC bank details, rather than the clerk claiming expenses each month.

25/2022. Heworth Without Parish Council Administration:

- a. To Consider a plan of events proposed by Cllr A Basu regarding HWPC organising some events in 2022 including Easter Egg Hunt and a Jubilee Picnic.
- b. To report progress with possible sponsorship and funding from SPAR and Red Move towards HWPC future events.
- c. To Note that the April Parish Council Meeting will take place on Monday 18th April 2022 (Easter Monday), as agreed item 171/2021(b). It may suit some working residents by holding a meeting on a Bank Holiday Monday and is worth a trial.
- d. To consider whether to invite the local community to a talk/event for the annual parish meeting on 18th April 2022.
- e. To consider a Heworth Local History project proposed by Councillor Asha Basu
- f. To report that all HWPC councillors and employees have been issued with an ID card and Lanyard to be worn when carrying out tasks within the parish or representing HWPC at events. The ID badges and Lanyards are property of HWPC and to be returned to the clerk should a person leave.
- g. To approve fan repair to HWPC Clerk Laptop as its very loud, when Central Processing Unit (CPU) has to work. Warranty ran out September 2021.

26/2022. Heworth Without Parish Council Policies and Documentation

- a. To consider a sign and noticeboard policy proposed by Councillor Peter Wells
- b. To Consider any other Heworth Without Parish Council Policies and Documentation issues

27/2022. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To report that Caloo returned to repair the flooring of the Waltzer (Jan 2022), which created a heat air pocket during manufacturing – Free of charge
- ii) To consider wording submitted by councillors to recognise donors and benefactors, on a dedicated space on the HWPC website.
- iii) To report that all recommended repairs have been addressed further to independent annual play area inspection in November 2021.
- iv) To report that the bench was installed by Move it within the play area, near the Seesaw. £50 was deducted from the invoice, as a gesture of goodwill, after 2 footprints were left in the wet cement after the contractors had departed. The area has been made good.
- v) To report on the quarterly play area inspection (due to take place 16th February 2022) by Playscheme, as part of their annual contract.

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

- i) To consider the viability of dogs in the playing-field and the proper location of the gateway into the playing-field area.
- ii) To consider quotes for tree and hedgerow maintenance on Stray Road Play area, field, Jubilee Wood and Stray Road Allotments, further to a Tree survey being completed by 2 independent tree surgeons after concerns raised regarding the health and stability of some of our tree assets.
- iii) To report that the Community Centre would like their Willow tree doing at the same time, as its rather unbalanced. They will pay for this and invoiced directly by the tree surgeon.
- iv) To report on the progress and preparations of tree planting for the Queen Platinum Jubilee.
- v) To consider the Queen's Green Canopy project. Approve purchase of a plaque as we are partaking in the 'Plant a Tree for the Jubilee' (A5- £119.99 and A4 -£129.99). Approve location of the plaque.
- vi) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To report matters relating to our open spaces and assets.

d. HWPC Allotments

- i) To report that all 14 tenancy fees have been renewed via online banking before the end of January 2022. Prompt payment and using the efficient means of online banking is greatly appreciated by the Clerk/RFO.
- ii) To report that old carpet has been unearthed on Stray Road allotment site. This has been inherited from previous tenants and ideally needs removing to keep the site tidy and deter fly tipping.
- iii) To Approve the removal of inherited waste carpet on plots at Stray Road Allotments and for the clerk to obtain quotes.

28/2022. Employment and Training:

- a. To report that the YLCA remote conference will take place on the 25 March 2022, commencing at 9.00am and ending at approximately 8.30pm. The cost for the conference is £40.00 for the full day and Councilors and clerk can pick and choose the sessions that they attend. To approve who will be attending on behalf of HWPC and to report back in Aprils meeting.
- b. To Consider any current employment/training related issues

29/2022. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

30/2022. To Consider Highway/Transport Issues:

- a. To Report progress with HWPC's involvement in the Community Speed Watch initiative and mobile speed camera van.
- b. To Note any further highway issues.

31/2022. Policing and Security Matters:

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

32/2022. Correspondence:

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

33/2022. To Note matters for Information and items for next monthly meeting agenda

34/2022. 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 March 2022 at 7pm.