



**Heworth Without Parish Council**  
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**NOTICE IS HEREBY GIVEN that AN ORDINARY MEETING of Heworth Without Parish which will be held on MONDAY 15<sup>th</sup> JANUARY 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 3/2024 '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.  
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*MK Starkey*

8<sup>th</sup> January 2024 (Date of Posting)  
**Cllr Melanie Starkey**  
**(CHAIRMAN)**

## AGENDA

### **1/2024. Apologies:**

- a. To Note Apologies and Approve Reasons for Absence

### **2/2024. 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.

### **3/2024. 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.**

### **4/2024. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

### **5/2024. Minutes**

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 18/12/2023

### **6/2024. 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

### **7/2024. Finance:**

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st December to 31<sup>st</sup> December 2023.
- c. To Approve Bank Reconciliation Statement from 1st December to 31<sup>st</sup> December 2023.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31<sup>st</sup> December 2023, against this year's budget.
- e. To Approve the HWPC budget for the fiscal year 2024/2025, and of our precept demand to CYC for fiscal year 2024/2025.

### **8/2024. Heworth Without Parish Council Administration**

- a. To Report on the progress of HWPC Solicitor from Ware & Kay recording the Land that Heworth Without Community Centre is located with Land Registry and what recommendations have been given regarding the drainage responsibility and lease.
- b. To Report that James Reynolds MRICS, Commercial Property Manager from STEPHENSONS has been appointed to value to the land where the Community Centre is cited, as part of the Land Registry requirements. His Valuation is booked in for 15<sup>th</sup> January 2024. This is required in order to proceed with registering the land with Land registry.
- c. To Approve the Internal Auditor Brian Brooks (as previous auditor has reduced workload) to complete HWPC Internal audit in April 2024 and sign the AGAR for 2023/2024. Costs will be £400, an increase of £65.
- d. To Consider a Spring Parish newsletter.

### **9/2024. Events:**

- a. To Report on how the Christmas Trail Event 2023 went within HW Parish between 18th Dec 2023 to 1st January 2024
- b. To Consider and decide upon York RLFC Foundation New Community Offer – 2024 and possible 50% contribution from Heworth Without ward budget if funds permit.
- c. 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).

### **10/2024. Heworth Without Parish Council Policies and Documentation**

- a. To Consider and decide upon the following HWPC Policies and Documentation that are due for renewal  
HWPC Privacy notice policy - general  
HWPC Privacy notice policy – employees, councillors role holders and volunteers
- b. To Consider and decide upon a new policy of 'HWPC Reserves policy 2024'.

### **11/2024. 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 on progress from Playscheme to undertake some of the remedial repairs stated on the Annual Inspection in item 195/2023a (ii).
- iii) To Report on progress from Move It / York Services to undertake the deep clean and algae removal on surfaces within the Play area as stated on the Annual Inspection in item 195/2023a (ii).
- iv) 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.
- v) 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 and updated from CYC regarding their plans for Stray Road playing field, so that HWPC and consider and decide if the installation of a pair of socketed aluminium goal posts, away from current location of posts, to allow current goal mouth surface to be repaired / levelled and re-seeded by groundsman, and to Consider and decide if a Basketball shooting area on the playing field would be beneficial / appropriate.
- 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 Report matters relating to our open spaces and assets.

**d. HWPC Allotments**

- i) To Report progress on payment of invoices for annual reviewal on allotment tenancies on Stray Road Allotments.
- ii) To Report on any other matters relating to Stray Road Allotments.

**12/2024. Employment and Training:**

- a. To Report on the process on the signing off of the Annual December Performance Appraisal with the Clerk/RFO (by Employment Panel).
- b. To Consider and decide upon any current employment/training related issues within HWPC.

**13/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings**

**14/2024. 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.

**15/2024. Policing and Security Matters:**

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

**16/2024. Correspondence:**

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

**17/2024. To Note matters for Information and items for next monthly meeting agenda**

CYC Neighbourhood plan - CIL Community Infrastructure Levy

**18/2024. To Confirm date and time of next meeting**

To Confirm date, time and venue for the Ordinary Meeting of Heworth Without Parish Council as Monday 19<sup>th</sup> February 2024 at 7pm.