



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that AN ANNUAL PARISH MEETING of Heworth Without Parish which will be held on MONDAY 15th APRIL 2024 commencing at 7.00PM in the Community Centre on Applecroft Road, Heworth. Please note that a presentation / Q&A will take place from Mr. Mark Gibson (Project Manager – ISG Construction) for Hempland Primary Schools new development prior to this meeting at 6.30pm.

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 57/2024 ‘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

8th April 2024 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

55/2024. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

56/2024. 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.

57/2024. 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.

58/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

59/2024. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 18/03/2024.

60/2024. 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

61/2024. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st March to 31st March 2024 and year end accounts.
- c. To Approve Bank Reconciliation Statement from 1st March to 31st March 2024 and year end accounts.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st March 2024, against this year's budget which completes year end accounts.
- e. To Report HWPC submitted their VAT claim for 1/12/2023 to 31/3/2024 for total sum of £833.46 on 2nd April 2024.
- f. To Report progress with HWPC Internal audit with new auditor Brian Brookes
- g. To Approve (retrospectively) the amended HWPC Asset Register for March 2024 including the value of Land at 38 Applecroft Road, ready for Insurance renewals in May 2024, as per IA guidance.
- h. To Approve and sign HWPC AGAR for 2023/2024 (if finalised).

62/2024. Heworth Without Parish Council Administration

- a. To Approve new Contract of employment for Clerk and Groundsman as per NALC template.
- b. To Report outcome of Mr. Mark Gibson (Project Manager – ISG Construction Hempland Primary Schools new development giving a short presentation a for the Annual Parish Meeting Presentation at 6.30pm prior to this meeting.
- c. To Report progress of updating ROI form for Cllr S Pheonix on Parish Website.
- d. To Consider a Way Forward for HWPC to create a Neighbourhood Plan

63/2024. Events:

- a. To Report on the Good Friday Easter Egg Hunt 29th March 2024 10am-12noon.
- b. To Report on the Great Britain Litter Pick Spring Tidy event that HWPC undertook on Thursday 21st March 2024 @ 10am.
- c. To Report outcome of the residents questionnaire which was used at the Easter Egg Hunt.
- d. To consider events for D-Day and Yorkshire Day with HWPC involvement.
- e. 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).

64/2024. Heworth Without Parish Council Policies and Documentation

- a. To Consider and decide upon the following HWPC Policies and Documentation that are due for renewal

65/2024. 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 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).

- 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.

66/2024. Employment and Training:

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

67/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

68/2024. 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.

69/2024. Policing and Security Matters:

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

70/2024. Correspondence:

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

71/2024. 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

72/2024. To Confirm date and time of next meeting

To Confirm date, time and venue for the Annual Council Meeting of Heworth Without Parish Council, followed by the Ordinary Parish Council Meeting as Monday 20th May 2024* at 7pm in the Community Centre on Applecroft Road, Heworth.

*LGA 1972 Schedule 12 part 2, s7 (2) - In a year which is a year of ordinary elections of parish councillors, the annual meeting of a parish council shall be held on, or within fourteen days after, the day on which the councillors elected at that election take office, and in any other year the annual meeting shall be held on such day in May as the parish council may determine.

There are no ordinary elections of parish councillors this year.