



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN of AN ORDINARY MEETING of Heworth Without Parish which will be held on MONDAY 16th SEPTEMBER 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 129/2024 '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

9th September 2024 (Date of Posting)
CIlr Melanie Starkey
(CHAIRMAN)

AGENDA

127/2024. Apologies:

- a. To Note Apologies and Approve Reasons for Absence

128/2024. 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.

129/2024. 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.

130/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

131/2024. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/07/2024.

132/2024. 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

133/2024. Finance:

- a. To Approve payments as detailed in Appendix 1 for August and September 2024
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st July to 31st August 2024.
- c. To Approve Bank Reconciliation Statement from 1st July to 31st August 2024.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st August 2024, against this year's budget.
- e. To Report HWPC submitted their VAT claim for 1/4/2024 to 31/7/2024 for total sum of £554.24 on 1st August 2024 and is shown in August income cashflow.
- f. To Report PKF Littlejohn has completed the External audit on HWPC 2023-2024 with no questions and the 'Conclusion of ADUIT' was posted on HWPC website and noticeboards on 8th August 2024.
- g. To Approve 5 hours RFO overtime worked in August 2024.
- h. To Approve and appoint 2 Councillors to conduct a 6 monthly audit on HWPC internal controls (due end of September 2024).
- i. To Consider and decide upon a grant application by Heworth WI for the Autumn event on 2nd November 2024 or to accept an invoice and treat as a supplier.

134/2024. Heworth Without Parish Council Administration

- a. To Consider implications and decide upon all HWPC moving to gov.uk domain
- b. To Consider and decide upon HWPC Autumn Newsletter inc Summer gardening competition, Forthcoming Events & Neighbourhood plan advert to recruit volunteers.
- c. To note Clerk is to post Neighbourhood Plan advert on FB, Noticeboards etc in September 2024 once newsletters are being circulated.

135/2024. Events:

- a. To Report on the Ignites Summer Sports activities which took place on Friday afternoons on 2nd, 9th, 16th and 23rd August 2024 for school aged children up to and including 12 years old.
- b. To Report winners of the Summer Garden Competition and to approve prizes.
- c. To Report on the Events Meeting which is due in September 2024, prior to this ordinary Parish Council meeting.
- d. To Report progress on Saturday 2nd November 2024 event in the Community Centre (Lantern Parade) to make Craft paper lanterns with bags that can be recycled and refreshments by Heworth WI.
- 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 A Harrison, Cllr D Harrison, Cllr S Phoenix and Cllr M Starkey).

136/2024. Heworth Without Parish Council Policies and Documentation

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

137/2024. 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 the Zipwire could not be repaired by Playscheme and Playdale (Manufacturers and installers) will repair it. £180 for a maintenance visit was paid on 30th July 2024 to try and get it repaired for the summer, however Playdale confirmed they could not send a technician until September 2024. It is still safe to use in the meantime.
- iii) To Report the Toddler Car Springer was damaged in August 2024. It was under warranty and Playscheme repaired it FOC on the same day.
- iv) To Report a Flat swing seat was damaged in August 2024. On 29th August 2024 an order was made to replace it for total cost of £150 including installation.
- v) To Report surface deterioration around the Walter Roundabout, which has been reported to the installers 'Caloo', for further investigation on 5th September 2024 and decide next course of action.
- vi) To Consider and decide upon the Operations Inspection Report for Stray Road Play area which took place on 19th August 2024.
- vii) To Report Ride on Lawnmower was collected by Sam Turner, for its annual service on 4th September 2024.
- viii) To Consider and decide upon the 'Deed of Variation' relating to the lease of Stray Road Playing field issued by Capsticks Solicitors LLP on behalf of CYC, which now describes the area of land as it currently is, with a map and details Stray Road Play area, Wildlife Area, Playing field / fitness / Sports, Jubilee Wood and Stray Road Allotments.
- ix) 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.
- x) To Report that Straylands (Nursery) on Malton Road contacted HWPC regarding their children using and loving Stray Road Play area. They stated "it is a lovely well-kept park and safe for all our range age of children". The Clerk assisted them in obtaining a RADAR key to make it easier for their double buggies and pushchairs as they enter as a group.

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

- i) To Report on any recent ASB and Vandalism activities.
- ii) To Consider meeting CYC & HWPC Recreational working party (all 9 HWPC Councillors were invited and the Clerk), on 16th September 2024, regarding plans for Stray Road Playing Field to have a MUGA (Multi Use goal areas - football, cricket, basketball type areas) with an artificial surface – 3 possible options have been put forward by CYC and decide next steps.
- iii) To Report that the annual strimming for the wildlife area will take place late October 2024 and following that GoodGym will rake the cuttings away.
- iv) To consider and decide upon permitting former Councillor Roger Cook to lead the Goodgym operation on our wildlife area in October 2024.
- v) To Report that item 177/2023 (b iii) trees approved to be planted in the Jubilee wood will take place late October 2024. It was originally planned for spring 2024, but due to the poor wet weather conditions it was not possible. These are replacing those that have no survived or have been damaged.
- vi) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) To Report that St Nicks are working with the Environment Agency on a project called York Urban Becks. They have sent letters to the residents who have properties backing on to the beck through Heworth Holme. The letter outlines the project to make sure the residents are aware of the work and gives people the opportunity to get in touch if they have any questions or concerns. Initially we had hoped to do the work this autumn 2024, or Spring 2025, depending upon permits.
- ii) To Report a resident is concerned with an overgrown Willow tree on Beckwith Close. Cllr M Starkey, the Clerk and the resident have reported it to CYC, but on 3rd September 2024 we have been advised that CYC do not have any Willow Trees in the area.
- iii) To Report that the damaged Bramley Garth / Bad Bargain Lane Noticeboard was removed.
- iv) 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.
- v) To Report progress with a residents concern of a new bin location on Bramley Garth / Bad Bargain Lane. Report from Cllr N Ayre.
- vi) To Report progress with a local residents is concern about the overgrown vegetation and weeds on land between Greenfield and Christchurch. Report from Cllr N Ayre.
- vii) To Report matters relating to our open spaces and assets.

d. HWPC Allotments

- i) To Report that 3 plot holders have left and 2 commenced in August 2024 and 2 sharing a plot have vacated and Clerk is waiting to see if new tenant wants a half or full plot.
- ii) To Report that due to the poor state of how plots were left 2 were not issued their £25 deposit back as they needed strimming.
- iii) To Report on any other matters relating to Stray Road Allotments.

138/2024. Employment and Training:

- a. To Consider and decide upon any current employment/training related issues within HWPC.
- b. To Report that further to an appraisal the Clerk is booked onto the following courses with Breakthrough Communications. Data Protection & GDPR: Part 1 Monday, 9 September, Data Protection & GDPR: Part 2 Monday, 16 September, Data Protection & GDPR for Clerks & Officers: Part 3 Friday, 4 October at a cost of £35 per session.
- c. To Report that further to an appraisal the Clerk has undertaken an IOSH approved Risk Assessment Training course in September 2024. Cost £27.50 +VAT
- d. To Consider and decide upon YLCA Whole Council Training - Cost £28.00 if the council book the venue. – Suggested by Cllr D Harrison.

139/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

140/2024. 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.

141/2024. Policing and Security Matters:

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

142/2024. Correspondence:

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

143/2024. To Note matters for Information and items for next monthly meeting agenda

October – To Review 6 month of HWPC Financial Accounts and an Internal audit by Councillors

October – Presentation / Update from Mark Gibson from ISG regarding Hempland Primary school building works commencing at 6.30pm, before Parish Council Meeting.

144/2024. To Confirm date and time of next meeting

To Confirm date, time and venue for the next Ordinary Parish Council Meeting as Monday 21st October 2024 at 7pm in the Community Centre on Applecroft Road, Heworth. Please note there will be a 30 minute presentation open to all residents by Mark Gibson from ISG regarding Hempland Primary School building works commencing at 6.30pm.