



**Heworth Without Parish Council**  
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**NOTICE IS HEREBY GIVEN that the ORDINARY MEETING of Heworth Without Parish which will be held on MONDAY 18<sup>th</sup> NOVEMBER 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 165/2024 '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*

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

# **AGENDA**

## **163/2024. Apologies:**

- a. To Note Apologies and Approve Reasons for Absence

## **164/2024. 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.

## **165/2024. 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.**

## **166/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

## **167/2024. Minutes**

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/10/2024.

## **168/2024. 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

## **169/2024. Finance:**

- a. To Approve payments as detailed in Appendix 1 for November 2024.
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1<sup>st</sup> October to 31<sup>st</sup> October 2024.
- c. To Approve Bank Reconciliation Statement from 1<sup>st</sup> October to 31<sup>st</sup> October 2024.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31<sup>st</sup> October 2024, against this year's budget.
- e. To Consider and decide upon HWPC Double Taxation Claim to CYC due 31<sup>st</sup> December 2024.
- f. To Consider and decide upon the NALC Local Government Pay Agreement for Clerk / RFO and Groundsman. Groundsman is on pay scale 14 which will go from £14.21p/h to £14.84p/h and Clerk/RFO is on pay scale 33 which will go from £21.53 to £22.14p/h. This is effective from 1<sup>st</sup> April 2024 as per NALC.
- g. To Approve NALC pay reviews in 169/2024f are to be back dated to 1<sup>st</sup> April 2024 and to be processed by Autella Payroll in the December 2024 pay run, as per the employees terms and conditions of employment.
- h. To Consider and decide upon pay reviews effective from 1<sup>st</sup> December 2024 for Clerk/RFO increasing to pay scale 40 (£25.79p/h) and Groundsman increasing to pay scale 22 (£16.93p/h).

## **170/2024. Heworth Without Parish Council Administration**

- a. To Report progress with the HWPC transfer over to a gov.uk domain with VisionICT and to consider and decide upon domain name heworthwithoutparishcouncil.gov.uk
- b. To Consider and decide upon content of HWPC Winter Newsletter (photos from the Xmas event, promote warm spaces, allotment plot promotion etc), printing and distribution.
- c. To Report progress with HWPC Neighbourhood Plan.

## **171/2024. Events:**

- a. To Report feedback from Residents survey on future events and the Lantern Event 2<sup>nd</sup> November 2024.
- b. To Report progress on Christmas Festival Saturday 7<sup>th</sup> December 2024 event in the Community Centre, booking to see Santa, Crafts and refreshments by Heworth WI.
- 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 A Harrison, Cllr D Harrison, Cllr S Phoenix and Cllr M Starkey).

## **172/2024. Heworth Without Parish Council Policies and Documentation**

- a. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal.
- b. To Consider and decide upon merging the HWPC Code of Conduct Policy and the Civility and Respect Policies together. Reviewed and prepared by Cllr N Ayre
- c. To Report that the HWPC Co-Option Policy remains valid until November 2025.

**173/2024. 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 progress with Ware and Kay Solicitors approving signed 'Deed of Variation' relating to the lease of Stray Road Playing field issued by Capsticks Solicitors LLP on behalf of CYC.
- iii) To Report changes to Stray Road Play area entrance to allow a lower RADAR accessible gate. Instead of the initial plan which utilised the existing gate and railings, making them lighter in weight (split 2/3 and 1/3 with the 1/3 gate) being more accessible, due to DDA compliance, an additional RADAR swing gate will be installed at the side of the double access gates near the accessible bench. The salt bin will be re-sited approx. 1 metre to the side and the footpath surface from current playarea entrance, in front of double gates and to the new accessible entrance will be re-surfaced to be DDA compliant. Yellow lines outlining the area, are now visible. This project will be managed and funded by CYC.

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

- i) To Report on any recent ASB and Vandalism activities.
- ii) To receive an update from CYC regarding next steps regarding plans for Stray Road Playing Field to have a MUGA (Multi Use goal areas - football, cricket, basketball type areas) with an artificial surface.
- iii) To Report on progress with outstanding tree reductions from HWPC Tree Audit by Jamie Ulliott, tree surgeon, particularly trees overhanging Hillbeck Grove as residents have contacted the Clerk
- iv) 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 the drain cover surround on Heworth Without Community Centre driveway requires repair. To consider and decide upon quote for repair.
- iii) 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.

**174/2024. Employment and Training:**

- a. To Report dates for December Performance Appraisals with the Clerk/RFO (by Employment Panel) and Groundsman's annual Performance Appraisal (by Chair and Clerk).
- b. To Consider and decide upon a new date for YLCA whole Council Training as 3<sup>rd</sup> March 2025 is no longer available.
- c. To Consider and decide upon any current employment/training related issues within HWPC.

**175/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings**

**176/2024. 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.

**177/2024. Policing and Security Matters:**

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

**178/2024. Correspondence:**

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

**179/2024. To Note matters for Information and items for next monthly meeting agenda**

**180/2024. To Confirm date and time of next meeting**

To Confirm date, time and venue for the next Ordinary Parish Council Meeting as Monday 16<sup>th</sup> December 2024 at 7pm in the Community Centre on Applecroft Road, Heworth.