



Heworth Without Parish Council
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NOTICE IS HEREBY GIVEN that the ORDINARY MEETING of Heworth Without Parish Council, which will be held on MONDAY 15th SEPTEMBER 2025 commencing at 7.00PM in the Community Centre at 38 Applecroft Road, Heworth, York.

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 132/2025 '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 2025 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

130/2025. Apologies:

- a. To Note Apologies and Approve Reasons for Absence.
- b. To co-opt Mathew Taylor to fill the existing vacancy as per 112/2025c

131/2025. 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.

132/2025. 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.

133/2025. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

134/2025. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/07/2025.

135/2025. 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 Report progress from Morgan Sindall regarding Hempland School Construction work
- d. To Consider and decide upon any other planning related issues
- e. To Consider and decide upon any planning enforcement issues

136/2025. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st July to 31st August 2025.
- c. To Approve Bank Reconciliation Statement from 1st July to 31st August 2025.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st August 2025, against this year's budget.
- e. To Report HWPC submitted their VAT claim for 1/6/2025 to 31/8/2025 for total sum of £500.26 on 8th September 2025 and will show in September's income cashflow.
- f. To Report PKF Littlejohn has completed the External audit on HWPC 2024-2025 with note as per 118/2025e and the 'Conclusion of AUDIT' was posted on HWPC website and noticeboards on 9th August 2025.
- g. To Approve 5 hours RFO overtime worked in August 2025.
- h. To Report upon the NALC Local Government Pay Agreement for Clerk / RFO and Groundsman 2025/2026. Groundsman is on pay scale 22 and must increase from £16.93p/h to £17.47p/h and Clerk/RFO is on pay scale 33 and must increase from £22.14p/h to £22.85p/h. This is effective from 1st April 2025 as per NALC and requires backdating.

137/2025. Heworth Without Parish Council Administration

- a. To Report progress on identifying unresolved issues within HWPC from any Councillors, to enable a decision to be made to engage the professional mediation services of Crombie Wilkinson (if appropriate), to resolve working relationships between some parish HWPC councillors (recommended by the Deputy Monitoring Officer, after recent Code of Conduct complaints that have been recently reviewed and closed by CYC Monitoring Officer.
- b. To Approve and appoint 2 Councillors to conduct a 6 monthly audit on HWPC internal controls (due end of September 2025).
- c. To Report progress with HWPC applying for Community Green Flag award for Stray Road Play Area / Field / Wood and Allotments, including a meeting with CYC on 22nd September 2025 regarding the application process.
- d. To Consider and decide upon Park Railing and Noticeboard advertising after several enquires in the past two months, does a policy needs to be written?.
- e. To Consider and decide upon a way forward for the Neighbourhood Plan in the light of new funding challenges and the limited availability of Planning Consultants.
- f. To Consider and decide upon content for the HWPC Autumn Newsletter and include photos of all current councillors
- g. To Report that Vision ICT who manage our website and emails are currently in the process of switching to a new email provider, which offers more flexibility, better deliverability, and clearer access controls — all important when it comes to things like FOI and Subject Access Requests.

138/2025. Events:

- a. To Receive and Consider Report and Minutes from Events Working Group regarding Ignite Summer Sports activities to be held at Stray Road Playing Field (behind the playarea). Monday 28th July, Monday 4th August, Monday 11th August, Monday 18th August and the Sports day themed afternoon on Friday 1st August (Yorkshire Day inc BYO picnic).
- b. To Receive and Consider Minutes from Events Working Group regarding progress with a Children Halloween Disco in Heworth Without Community Centre on Saturday 1st November 2025 (4 – 8pm), and future planned events.
- c. To Report on the outcome of the Summer Garden Competition, sponsored by YGC, Deans Garden Centre York
- d. Events Working Group's – To agree date of the next meeting.
- 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 Basu, Cllr E Hardy, Cllr K Last, Cllr S Phoenix and Cllr M Starkey).

139/2025. Heworth Without Parish Council Policies and Documentation

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

140/2025. 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 Receive, Consider and decide upon the Quarterly Operational Inspection completed on 11th August 2025. All is in a good state of repair with exception of the Somersault Bars that require some attention (awaiting quote).
 - iii) To Report that the Grass Matting for the Log Climber is scheduled to be installed on 1st October 2025 as per Playscheme quote 13706.
 - iv) To Report that the installation of a separate lower RADAR locked accessible swing gate at Stray Road Playarea commenced on 1st September 2025 by Ryedale Landscapes (appointed by CYC) but have been advised there is a delay on the lock mechanism for the RADAR gate.
 - v) To Consider and decide upon Playschemes recommendation and quote number 13753 to replace the small entrance gate which has had 3 gas ram closers replaced and broken immediately after this spring / summer, to a self-closing (hidden parts in hinge) gate, also yellow to comply with accessibility requirements. Cost £1933 +VAT.
 - vi) To Consider and decide upon a review of playarea surface conditions and walkways before entering the winter months.
- b. Stray Road Playing field, Jubilee wood and wildflower meadow
 - i) To Report on any recent ASB and Vandalism activities.
 - ii) To Report more ASB and small fires during the summer holidays. Aware of Fire Brigade in attendance once on 20th August 2025. It was put out quickly thanks to the quick response of members of the public who called the fire brigade. (Note – no fire incidents are logged on the Police Crime States report, unless police were also called)
 - iii) Report on other matters relating to Playing field, Jubilee wood and wildflower meadow
- c. Open Spaces and other assets
 - i) To Report progress of the installation of two drainage grates on the beck footpath, behind the large swings which is scheduled for w/c 1st September 2025.
 - ii) To Consider and decide upon spending approx. £50 (dependent upon offers) and £50 topsoil on spring bulbs to be planted in our community planters this autumn
 - iii) To Consider and decide upon repairing the pothole on the Community centre car park and on quotes should the Clerk obtain them in time for the meeting.
 - 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 matters relating to our open spaces and assets.
- d. HWPC Allotments
 - i) To Consider fencing and other options for the tree line between Jubilee Wood and Stray Road Allotments and cuts throughs have been constantly made and closed up by our groundsman throughout the summer.
 - ii) To Report that the results from the soil testing on allotment plot 4 showed amounts of lead and zinc. The levels of lead and zinc were above the screening values, but below the normal background concentrations for urban areas, so they are unlikely to be a problem. However, CYC intend to complete a more detailed risk assessment by the end of September. In the meantime, allotments can be used as usual, with recommendations of following normal hygiene precautions and wash hands thoroughly after working in the allotment and to wash and peel any produce grown in the soil to remove any soil or dust.
 - iii) To Report on any other matters relating to Stray Road Allotments.

141/2025. Employment and Training:

- a. Consider and decide upon any current employment/training related issues within HWPC.
- b. To Consider and decide upon training costs for Clerk to complete training with VisionICT.

142/2025. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

143/2025. To Consider Highway/Transport Issues:

- a. To Receive and consider a report on HWPC's involvement in the Community Speed Watch initiative by the Speed Watch working group (Cllr M Starkey).
- b. To Note any further highway issues.

144/2025. Policing and Security Matters:

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

145/2025. Correspondence:

- a. To Consider and decide upon correspondence to the Clerk over the summer regarding, Inappropriate posters and stickers attached to road signs and George Cross and Union Jack Flags that have been attached to lampposts within the parish and beyond.
- b. To Consider and decide upon correspondence to the clerk received not specifically dealt with on this agenda

146/2025. To Note matters for Information and items for next monthly meeting agenda

Morgan Sindall Presentation regarding Hempland School

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

Newsletter Distribution

147/2025. To Confirm date and time of next meeting

To Confirm date, time and venue for the Ordinary Parish Council Meeting of Heworth Without Parish Council as Monday 20th October 2025 at 7pm in the Community Centre on Applecroft Road, Heworth