



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 20th OCTOBER 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 150/2025 '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

13th October 2025 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

148/2025. Apologies:

- a. To Note Apologies and Approve Reasons for Absence.

149/2025. 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.

150/2025. 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.

151/2025. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

152/2025. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/09/2025.

153/2025. 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 Receive an update from Morgan Sindall regarding Hempland School Construction (presented at 6.30pm)
- d. To Consider and decide upon any other planning related issues
- e. To Consider and decide upon any planning enforcement issues

154/2025. Finance:

- a. To Approve payments as detailed in Appendix 1
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st September to 30th September 2025.
- c. To Approve Bank Reconciliation Statement from 1st September to 30th September 2025.
- d. To Approve Budget Monitoring of Income and Expenditure up to 30th September 2025, against this year's budget and comment upon the half years financial position of HWPC.
- e. To Receive expressions of interest for the HWPC budget setting 2026-2027 completion by January 2026.

155/2025. 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 Receive the completed 6 months of HWPC Financial Accounts and an Internal audit by Councillors
- c. To Receive, consider and decide upon the latest progress report with HWPC applying for Community Green Flag award for Stray Road Play Area / Field / Wood and Allotments, further to a meeting with CYC and a green Flag Judge, on 22nd September 2025 regarding the application process.
- d. 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.
- e. To Report Distribution of HWPC Autumn Newsletter.
- f. To Report migration of HWPC emails to a new system within Vision ICT will take place on Friday 24th October 2025 and email will be down over the weekend.

156/2025. Events:

- a. To Report progress with a Children Halloween Disco in Heworth Without Community Centre on Saturday 1st November 2025 (4 – 8pm), and future planned events.
- b. To Receive, Consider and decide upon the updated proposal; of HWPC 12-month schedule of engagement with our community, by the Event working group.

139/2025. Heworth Without Parish Council Policies and Documentation

- a. To Consider and decide upon the following HWPC Policies and Documentation that are due for renewal in November / December 2025
Code of Conduct, Co-Option Policy and procedures, Committee Terms and Reference (Employment Panel), HWPC Rules for the Effective Mgt of Recording at LC and Parish meetings, Data Protection Policy, Records Management Policy, Retention and Disposal of Documents Policy, Information Security Incident policy, Policy for Use of Facebook, Digital Media Policy, HWPC Equality and Diversity Policy, HWPC Disciplinary & Grievance Policy, HWPC Training and Development Policy, HWPC Complaints Policy/Procedure, Lone Worker Policy
- b. To Consider and decide upon HWPC Noticeboard and Stray Road Playground Railings Policy
- c. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal.

157/2025. 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 Report the Grass Matting under the Log Climber was installed by Playscheme quote 13706, on 9th October 2025. Grass is already growing through.
 - iii) To Report that Sutcliffe Play installed the somersault bars that require repair, and they are believed to be under warranty as installed in 2018. Clerk is awaiting a response, but they are currently deemed safe to use.
 - iv) To Report progress with the installation of the RADAR accessible swing gate by Ryedale Landscapes (appointed by CYC).
 - v) To Report progress with the installation of a yellow self-closing gate for the main entrance, keeping the barriers to prevent large bikes, mopeds and scooters being ridden through the park.
 - 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 outcome of the CYC Combined Executive Member Decision session held on 7th October 2025, whereby it agreed with the recommendation from the Officers which is noting the outcome of original public consultation and noting the outcome of the HWPC vote held on 28th April 2025, thus authorised the return the £46,700 Hungate funding, for allocation of a new project. Agreed for Officers to work with the Planning team on a suitable alternative provision and public health to target a suitable health / sports provision in the area, secured by associated agreed variations to the original Section106.
 - ii) To Report on any recent ASB and Vandalism activities.
 - 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 of the installation of two drainage grates on the beck footpath by CYC, behind the large swings.
 - ii) To Report progress with the spring bulb planting scheme for the community planters this autumn
 - iii) To Report that the pothole in the Community Centre car park has been repaired.
 - iv) To Report that the Community Centre gates required replacement hinges. Due to condition and poor weather York Services Ltd have the contract for £300 and expect to repair by 17th October 2025.
 - v) 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.
 - vi) To Report matters relating to our open spaces and assets.
- d. HWPC Allotments
 - i) To Consider costs and decide upon a bramble hedgerow being planted between Jubilee wood and Stray Road Allotments.to prevent individuals cutting through.
 - ii) To Report that the results further soil testing on allotment plot 4 has now been completed and a risk assessment and Soil Sampling Report has been provided to current tenant and HWPC. It was found that lead and zinc levels were found to be slightly elevated at the site. However, risk assessment shows that the levels are unlikely to pose a risk.
 - iii) To Report on any other matters relating to Stray Road Allotments.

158/2025. 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.

159/2025. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

160/2025. 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.

161/2025. Policing and Security Matters:

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

162/2025. Correspondence:

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

163/2025. To Note matters for Information and items for next monthly meeting agenda

Review Asset Register for 2026

Approval of Policy updates

164/2025. 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 17th November 2025 at 7pm in the Community Centre on Applecroft Road, Heworth