



Heworth Without Parish Council

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NOTICE IS HEREBY GIVEN OF the ORDINARY MEETING of Heworth Without Parish Council which will be held on MONDAY 20th JULY 2026 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 119/2026 '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 July 2026 (Date of Posting)
Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

117/2026. Apologies:

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

118/2026. 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.

119/2026. 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.

120/2026. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

121/2026. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 15/06/2026.

122/2026. 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

123/2026. Finance:

- a. To Approve payments as detailed in Appendix 1 for July 2026.
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st June to 30th June 2026.
- c. To Approve Bank Reconciliation Statement from 1st June to 30th June 2026.
- d. To Approve Budget Monitoring of Income and Expenditure up to 30th June 2026, against this year's budget.
- e. To Report HWPC submitted their VAT claim for 1/3/2026 to 30/6/2026 for total sum of £228.55 on 2/7/2026.
- f. To report that the Annual Governance & Accountability Return is still in progress and we expect to have an outcome for September's meeting.
- g. To Report progress with Cllr N Ayre obtaining their Barclays online banking card readers and the removal of Cllr E Hardy from the account.
- h. To Approve Clerk and Groundsman Overtime (payable in August) and Expenses (payable within 7 days) from 14th July 2026 Green Flag Ceremony.

124/2026. Heworth Without Parish Council Administration

- a. To Report progress with HWPC Neighbourhood Plan.

125/2026. Events:

- a. To Report progress of bookings for Summer Ignite Sports events and inflatable sessions and advertising.
- b. To Report on HWPC 12-month schedule of engagement with our community and current plans for forthcoming events.

126/2026. Heworth Without Parish Council Policies and Documentation

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

127/2026. 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 new design and quote for semi-permanent removable goal posts to allow grass to rejuvenate, when required, (quote provided by Playscheme) further to on-site meeting on 13/05/26 and subsequent information received.
- iii) To Receive, Consider and decide upon a survey for users of Stray Road Playarea / Playing fields over the summer holiday period regarding the proposed semi-permanent goal posts.
- iv) To Receive, Consider and decide upon the outcome of the Community Green Flag Judging Report and Report events at the Award presentation on Tuesday 14th July 2026 at the Lowther Pavillion, Lytham St Annes and costs.

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

- i) To Report on any recent ASB, fires and Vandalism activities.
- ii) To Receive, Consider and decide upon the Tree Audit conducted by Jamie Ulliott.
- iii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

c. Open Spaces and other assets

- i) 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.

128/2026. Employment and Training:

- a. Consider and decide upon any current employment/training related issues within HWPC.
- b. To Report that the Employment Panel conducted the Clerk / RFO appraisal on Monday 29th June 2026. All documentation is completed and signed off, next review for Clerk and Groundsman are due in December 2026.
- c. To Report that over the next 12 months the Clerk is creating a Business Continuity Plan for HWPC. Has already made a start and attended some training to support the creation of this document.
- d. To Report the Clerk is on Annual Leave from 27th July to 4th September 2026 - 17 days in total (3 days per week) and will have 5 days remaining until March 2027. A plan is in place to manage emergencies, urgent correspondence, phone calls during this time. All other work will be completed in September 2026. It is noted that Overtime for RFO will be expected during this time for Payroll, Invoice Payments, Month ends (July and August) and AGAR etc
- e. To Report that new NALC contracts have been written for Clerk and Groundsman as issued by NALC and SLCC in July 2026, further to the ERB which was live from April 2026.

129/2026. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

130/2026. 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 Report on pothole repairs with were redone on Stray Road on 10th July 2026.
- c. To Note any further highway issues.

131/2026. Policing and Security Matters:

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

132/2026. Correspondence:

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

133/2026. To Note matters for Information and items for next monthly meeting agenda

Autumn Newsletter

Outcome of Summer Garden Comp

Review of Ignite Summer Events

AGAR Completion Report

134/2026. To Confirm date and time of next meeting

To Confirm date, time and venue for the next Ordinary Parish Council Meeting for Heworth Without Parish Council as Monday 21st September 2026 at 7pm in the Community Centre on Applecroft Road, Heworth. **Please note there will be no meeting in August 2026.**