



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 21st SEPTEMBER 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 137/2026 '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

14th September 2026 (Date of Posting)

Cllr Melanie Starkey
(CHAIRMAN)

AGENDA

135/2026. Apologies:

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

136/2026. 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.

137/2026. 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.

138/2026. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

139/2026. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 20/07/2026.

140/2026. 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

141/2026. Finance:

- a. To Approve payments as detailed in Appendix 1 for August and September 2026.
- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st July to 31st August 2026.
- c. To Approve Bank Reconciliation Statement from 1st July to 31st August 2026.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st August 2026, against this year's budget.
- e. To Report PKF Littlejohn has completed the External audit on HWPC 2025-2026 with an except for' matter raised regarding Section 1, Assertion 10 was incorrectly completed on 18th May 2026, as the smaller authority's website at the time was not compliant with the website accessibility requirements. This is consistent with the Internal Auditor's response. It was rectified in June 2026 and no further action is required.
- f. To Report progress with the AGAR 'Conclusion of AUDIT'.
- g. To Report that Digital AGAR Portal will commence for next year. It will be voluntary for the 2027 AGAR submission, giving authorities an opportunity to become familiar with the new process and benefit from the enhanced functionality. It is expected to become mandatory for the 2029 AGAR submissions.
- h. To Approve 6.5 hours Clerk and RFO overtime worked in August 2026.
- i. To Approve 8 hours Clerk and RFO overtime in September 2026 for the YLCA training day.
- j. To Report and Approve that upon the NALC Local Government Pay Agreement for Clerk / RFO and Groundsman 2026/2027. Groundsman is on pay scale 22 and must increase from £17.47p/h to £18.04 and Clerk/RFO is on pay scale 33 and must increase from £22.85p/h to £23.60. This is effective from 1st April 2026 as per NALC and requires backdating.
- k. To Report progress with Cllr N Ayre obtaining a Barclays online banking card reader.

142/2026. Heworth Without Parish Council Administration

- a. To Report progress with HWPC Neighbourhood Plan.
- b. To Consider and decide upon contents for the Autumn Newsletter for HWPC
- c. To Report that the Land for 38 Applecroft Road which the Community Centre is built upon has now been registered under HWPC. The Driveway is CYC responsibility. The Solicitor confirmed that the registered proprietor for both titles is only Heworth Without Parish Council and the names of the Councillors stated after this are only addresses used by the Land Registry for service of notices from them. The only one that would need to be amended would be if the Clerk address changed in the future. If members of the council were to change and insisted that addresses required updating or removing this can be done by a simple free application through the Land Registry by a firm of solicitors.

143/2026. Events:

- a. To Report on the Summer Gardening Competition for 2026, sponsored by Deans Garden Centre (YGC).
- b. To Receive, Consider and Approve the minutes and all actions of the Events Working Group held 9/9/26.
- c. To Review York RLFC Foundation offer for free holiday activity sessions, funded through the City-Wide Ward Fund, for the future.
- d. To Report on HWPC 12-month schedule of engagement with our community and current plans for forthcoming events.

144/2026. Heworth Without Parish Council Policies and Documentation

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

145/2026. 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 a survey for the proposed semi-permanent goal posts at Stray Road Playarea / Playing fields, as the one presented for distribution during the summer holiday sports activities was not agreed and not sent to the Clerk for distribution
- iii) To Receive, Consider and decide upon the quote from Caloo regarding the Waltzer repairs.
- iv) To Consider and decide upon the suitability of the RADAR gate mechanism and progress made to date.
- v) To Report that HWPC has received many positive comments regarding the newly installed Communications Board.

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

- i) To Report on any recent ASB, fires and Vandalism activities.
- ii) To Report that Melanie Elkan from CYC visited our Wildflower Meadow and Jubilee Wood on Monday 10th August 2026 after hearing about our Green Flag success. She was very impressed.
- iii) To Report that our Groundsman, Good Gym and Mr R Cook will be transporting the mowings from our Wildflower Meadow to Jubilee Wood on Monday 12th October 2026 at 6.30pm.
- iii) To Receive, Consider and decide upon the Tree Audit conducted by Jamie Ulliott (urgent due to concerns reported in Hilbeck Grove).
- iv) 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.
- ii) To Report that the Neighbourhood Caretaker Team Walkabout for Heworth Without Ward, will take place on 28th September at 10am and start at Heworth Cricket / Hockey Club. HWPC have reported a number of current concerns via the 'Report Problems' link on CYC website www.york.gov.uk/homepage/22/report-problems-online

d. HWPC Allotments

- i) To Report on any other matters relating to Stray Road Allotments.

146/2026. Employment and Training:

- a. Consider and decide upon any current employment/training related issues within HWPC.
- b. To Receive, Consider and decide upon the proposed changes made by the Employment Panel to the NALC contract issued by NALC and SLCC in July 2026, for the Clerk/FRO and Clerk and Groundsman.
- c. To Receive, Consider and decide upon a report made by the Clerk after attending a course on "Managing tree-related liability through Autumn and Winter 2026", on 15th September 2026.

147/2026. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

148/2026. 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 Note any further highway issues.

149/2026. Policing and Security Matters:

- a. To Consider and decide upon the latest Neighbourhood Policing Team Report
- b. To Report that the public consultation information was promoted by HWPC from 12th August 2026 regarding on proposals to extend the existing Public Spaces Protection Order (PSPO) in York City Centre. The consultation was between 10th August -18th September 2026.
- c. Note any further policing and security issues.

150/2026. Correspondence:

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

151/2026. To Note matters for Information and items for next monthly meeting agenda

152/2026. 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 19th October 2026 at 7pm in the Community Centre on Applecroft Road, Heworth.