



Heworth Without Parish Council
Gayle Enion-Farrington (Clerk to Parish Council)
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DRAFT Minutes of the Meeting of Heworth Without Parish Council held 18th April 2022 (following the Annual Parish Meeting); in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG

To be approved at HWPC meeting to be held 16/05/2022

Present:

Councillor R. Clayton (Chairman), Councillor R Cook, Councillor A Garbutt, Councillor M. Starkey and Gayle Enion-Farrington (Clerk / RFO), Mr K Last (Public)

The Annual Parish Meeting 6.45 - 7.15pm

The purpose of this section of the meeting was for the Parish Council to let local residents know what we have been doing over the past year, and on what we have been spending their money! The meeting was also an opportunity for electors to have a say on anything they consider valuable to the people of the Parish.

A powerpoint presentation was delivered and a few questions answered. It was agreed to make the powerpoint available on our website too.

53/2022. Apologies:

- a. To Note Apologies and Approve Reasons for Absence
Apologies were received and reasons accepted for Councillor A Basu and Councillor D Harrison.

54/2022. To Note any Declarations of Interest:

- a. To Approve Dispensation Requests
None
- b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests:
None

55/2022. 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.

Questions were answered regarding the presentation and the difference between Ward and Parish boundaries. Questions were answered on how we calculate our precept and how double taxation is used.

56/2022. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Not present this month

57/2022. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/03/2022
It was resolved to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 21/03/2022.

58/2021. Councillor Vacancy

- a. To report 2 councillor vacancies have been advertised via co-option on 28th March 2022 (This is for vacancies created by Cllr G Murphy and Cllr M Wells). To approve interview dates and times.
It was resolved that Councillor interviews will take place on Monday 25th April 2022 from 7pm at the community centre.
- b. To consider advertising the vacancy by Cllr P Wells and the forthcoming vacancy of Cllr R Cook on Wednesday 11th May 2022 with CYC; the deadline for objections to co-option will be 31st May 2022. Then we can hopefully advertise for co-option with a deadline of around 22nd June 2022. Interviews can then take place at end of June or beginning of July for both vacancies, ready to commence at the July meeting.
It was resolved to advertise all remaining vacancies on 11th May 2022.

59/2022. Planning:

- a. To Consider planning applications received
None this month
- b. To Consider any other planning related issues
It was reported that we have had correspondence from City of York Council - re 2 Algarth Rise York YO31 1HD - It is the opinion of the local planning authority that the alterations to the front dormer window, as detailed in the submitted drawings received on 14/02/2022 would not constitute permitted development given that the development would involve an addition to the roof that extends beyond the plane of the roof. Therefore the proposal is not considered to be permitted development and planning permission would be required.
- c. To Consider any planning enforcement issues
None

60/2022. Finance:

- a. To Approve payments as detailed in Appendix 1

APPENDIX 1**INVOICES TO BE PRESENTED FOR PAYMENT 18/04/2022**

Invoices to be paid after 18/04/2022	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay	
Clerk Payroll	25/04/2022		wages	£515.58		
Clerk Home Working	25/04/2022		Home working allowance	£26.00		
Clerk Mobile	25/02/2022	245719348	Plusnet monthly SIM charge Now by DD	£6.00	inc VAT	Paid by HWPC DD
Groundsman	25/04/2022		wages	£233.80		
Cllr R Cook - expenses	04/03/2022	169114951	Deans Garden Centre Blood, Fish & Bone for tree planting	£5.49	inc VAT	not paid last month - incorrect bank details
Screwfix	24/03/2022	232555575	Black Paint and sandpaper for bench in playarea	£42.70	inc VAT	Paid by HWPC BC
Move it	22/03/2022		Removal of carpet waste from allotment	£100.00	no vat	Paid already with DT monies
Amazon	28/03/2022	GB398238839	Zip Ties for posters	£9.94	inc VAT	Paid by HWPC BC
YLCA	01/04/2022		YLCA Annual Membership	£598.00	no vat	
Jamie Ulliott	06/04/2022		Tree work Allotment and play area - Double Taxation 21/22	£1,400.00	no vat	Paid already with DT monies
K Heels	29/03/2022		Mountfield Rotary Mower annual service	£74.90	no VAT	
K Heels	29/03/2022		Ride on Lawn tractor annual service	£228.15	no VAT	
amazon	13/04/2022	GB727255821	A4 Copier paper	£34.99	inc VAT	Paid by HWPC BC
amazon	13/04/2022	GB150146939	Lamination Pouches	£9.95	inc VAT	Paid by HWPC BC
Amazon	13/04/2022	GB727255821	Printer ink cartridges	£46.15	inc VAT	Paid by HWPC BC
Caloo	ordered 18/4/2022	awaiting VAT invoice	Replacement gym equipment handles	£67.20	inc VAT	
TOTAL				£3,398.85	Total	

CASH BOOK MONTH 12 MARCH 2021-2022**INCOME**

DATE / Explanation	VAT REFUNDS	ALLOTMENT RENT	BANK INTEREST	PARKS/OPEN SPACES	GEN. ADMIN.	TOTAL
B/FWD	7001.81	160.00	0.00	5900.00	22557.20	38644.55
VAT REFUND	3195.37					3195.37
Allotment deposit						0.00
Allotment Rent						0.00
CYC Double Taxation 2021/22					19894.00	19894.00
TOTALS	3195.37	0.00			19894.00	23089.37
C/FWD	10197.18	160.00	0.00	5900.00	22557.20	41839.92

It was resolved to settle all above accounts with immediate effect. Invoices checked and approved by Councillor R. Clayton and all Councillors agreed. It was agreed that Cllr M. Starkey will be the second signatory with the bank payments.

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 31st March 2022
It was resolved to approve Financial Accounts in Cash Book & Income and Expenditure to 31st March 2022
- c. To Approve Bank Reconciliation Statement to 31st March 2022
It was resolved to approve Bank Reconciliation Statement to 31st March 2022
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st March 2022, against this year's budget.
It was resolved to approve Budget Monitoring of Income and Expenditure up to 31st March 2022
- e. To report progress with the Barclays Bank Mandate change in order to add Cllr A Basu to the authorised signatory list. And Cllr M Starkey gaining access to online banking authorisation.
It was reported that only some progress has yet been made.

61/2022. Heworth Without Parish Council Administration / Events:

- a. To report on the Easter Egg Hunt and Café by the Heworth WI on Friday 15th April 2022
It was reported that it was a huge success with 161 children taking take in the Easter egg Hunt and even more parents, and adults attending the WI Coffee Afternoon.
- b. To report progress with the Jubilee Sunday Picnic event
It was reported that the action plan so far was considered and that it appeared that the plans for the The Queen's Platinum Jubilee on Sunday 5th June 2022 "Bring Your Own Picnic Event" at Stray Road Play Area and Heworth Without Community Centre 2-6 pm were in a promising state of forwardness There is a possibility that Heworth WI may do the Coffee Shop too.

62/2022. Heworth Without Parish Council Policies and Documentation

- a. To Consider any other Heworth Without Parish Council Policies and Documentation issues
It was resolved to approve the Voluntary Policy

63/2022. 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
It was reported that minor vandalism of gym equipment handles had occurred, and we would order 10 more and glue them on with Gorilla Glue as recommended by Caloo.
It was resolved for Cllr R Cook to liaise with Good Gym and D Morrod to move woodchips to Jubilee wood to reduce boggy areas.
It was reported that David Morrod has painted one of our older black benches in the play area and it looks much better.
It was reported that the lawnmower is not performing. David thinks that the Drive sprocket has sheared and he has sent photos to K Heels. We await the outcome.
- b. Stray Road Playing field, Jubilee wood and wildflower meadow
 - i) To report progress on the tree work booked for tree and hedgerow maintenance on Stray Road Play area, field, Jubilee Wood and Stray Road Allotments.
It was reported that the tree work has been completed and paid for. However the Wood chipper has broken so Jamie will be returning, once repaired, to finish off the chipping
 - ii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow
None
- c. Open Spaces and other assets
 - i) To report matters relating to our open spaces and assets
None
 - ii) To report on the Great British Spring Clean 2022

It was reported that the event took place and was a great success. Thankyou to local residents who also took part.

d. HWPC Allotments

- i) To report matters relating to Stray Road Allotments.

It was reported that the waste carpet has been removed; all plots are looking good.

64/2022. Employment and Training:

- a. To receive a report on the YLCA conference which took place on the 25 March 2022 from Cllr D Harrison and Clerk Gayle Enion-Farrington

It was reported that the conference was very useful: attended National Allotments with Phil Gomersall, Handling Difficult People, Woodland Trust, Managing Play areas - it was suggested that councils investigate if all play areas are in Trust to prevent them from every becoming housing.

It was resolved for the Clerk to investigate whether the Stray Road playarea is "in trust".

It was also suggested that should a MUGA be considered in the future, then an accessible route from the gate to the MUGA should be considered for DDA compliance.

- b. To Consider any current employment/training related issues

None

65/2022. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

None

66/2022. To Consider Highway/Transport Issues:

- a. To Report progress with HWPC's involvement in the Community Speed Watch initiative.

It was reported that one session has taken place since the last meeting.

- b. To Note any further highway issues.

None

67/2022. Policing and Security Matters:

- a. To Consider Neighbourhood Policing Team Report

It was reported that there were no crimes reported this month without HW Parish.

- b. To Consider any further policing and/or security related issues

None

68/2022. Correspondence:

- a. To Consider Correspondence to the clerk received not specifically dealt with on this agenda
Email from resident regarding the current exit from a parking space at Heworth Without Community Centre and possible risk of an accident for people walking past. Whilst Heworth Without Parish Council do not manage the Community Centre we are keen to engage this problem where necessary. It was agreed by the Management committee of the Community Centre that they will place a sign near the gates to warn drivers of possible pedestrians, and that HWPC will place a sign on the back of the parish noticeboard in Glow. This will address the challenge of no lighting, dark nights and the winter months.

It was resolved for the clerk to obtain a quote for a **CAUTION Pedestrians** adhesive sign in Glow on the back of the parish noticeboard, which will be picked up in the vehicle headlights.

We have had correspondence for a possible York City Knights event on 30th May 2022 and Heworth Without Ward has agreed to fund or part fund a 3 hour event – awaiting information. Cllr A Basu would be the contact on the day.

It was resolved to proceed and work with HW Ward.

69/2022. To Note matters for Information and items for next monthly meeting agenda

AGAR / Annual Accounts

To remind councillors of the North Yorkshire Police, Fire and Crime Commissioner meeting 26 May 2022 6.30pm - 7.45pm

To report progress on the Heworth Local History project proposed by Councillor Asha Basu at May meeting.

HWPC Standing Orders reviewed as part of the Annual Council Meeting in May 2022.

Digital Media Policy to be reviewed

70/2022. To Confirm date and time of next meeting

To Confirm date, time and venue for the Annual Council Meeting of Heworth Without Parish Council and followed by the next ordinary Meeting of Heworth Without Parish Council as Monday 16th May 2022 at 7pm.

It was agreed

Meeting ended 8.20pm

R. D. Clayton

Minutes approved on 16/05/2022