



Heworth Without Parish Council
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Minutes of the Ordinary Meeting of Heworth Without Parish Council held on 17th June 2024 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG
To be approved at HWPC meeting to be held 15/07/2024.

Present:

Councillor M Starkey (Chair), Councillor A Basu (Deputy Chair), Councillor N Ayre (arrived 7.36pm), Councillor A Garbutt, Councillor E Hardy (arrived 7.19pm), Cllr A Harrison, Councillor D Harrison, Councillor K Last, Councillor S Phoenix (arrived 7.36pm), and Gayle Enion-Farrington (Clerk / RFO) and member of the public.

91/2024. Apologies:

- a. To Note Apologies and Approve Reasons for Absence
None

92/2024. 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.
None
- b. To receive, consider and decide upon any applications for dispensation.
None

93/2024. 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.

Resident on Bad Bargain Lane – raised concerns with the dog waste bin that has recently been relocated to the opposite corner at Bad Bargain Lane / Bramley Garth junction.

Explained challenges caused by the relocation of the bin. Complained to CYC as it is now a dual use bin for general waste and dog waste. Makes a clattering noise when used, smells and attracts wasps.

HWPC confirmed that are happy to explore the options of possibly removing the noticeboard opposite and placing the bin there.

Later in the meeting when Cllr N Ayre arrived this item was discussed again. ***It was Resolved*** for Cllr N Ayre to look at the distances on the grass verges for both properties to attain a clear rationale for the most suitable location.

94/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Elections are on, thus most meetings are cancelled within CYC. Due to purdah there is little to report.

There has been an error to approximately 3000 residents have been sent an inaccurate poll card from York Central to York Outer and vice versa. This impacts those situated outside the HWPC but some stress inside Heworth Without Ward. This does not impact residents usual polling station.

95/2024. Minutes

- a. To Approve Minutes of the Annual Council Meeting and the Ordinary Meeting of Heworth Without Parish Council held 20/05/2024.
It was Resolved to approve said minutes as a true and accurate record of the Annual Council Meeting and the Ordinary Meeting of Heworth Without Parish Council held 20/05/2024.

96/2024. Planning:

- a. To Consider and decide upon the planning applications received since the last HWPC meeting.

CYC Reference	Address	Description
24/01071/FUL	82 Whitby Avenue York YO31 1ET	Single storey rear extension and dormer to rear following demolition of existing conservatory Approved

- b. To receive the following planning decision/information.
None

- c. To Consider and decide upon any other planning related issues
None
- d. To Consider and decide upon any planning enforcement issues
None

97/2024. Finance:

- a. To Approve payments as detailed in Appendix 1

APPENDIX 1

**HEWORTH WITHOUT PARISH COUNCIL
INVOICES TO BE PRESENTED FOR PAYMENT June
2024**

Invoices to be paid after 17th June 2024	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay
Clerk Payroll	25/06/2024		wages	£551.04	
Clerk Home Working	25/06/2024		Home working allowance	£32.00	Paid together
Clerk Mobile	03/06/2024	GB569953277	Vodafone monthly SIM charge Now by DD	£9.08	inc VAT Paid by HWPC DD
Groundsman	25/06/2024		wages	£227.40	
PAYE	06/06/2024		PAYE - June 2024	£108.06	
Playscheme	24/05/2024	991261114	Operational Inspection	£354.00	inc VAT
Amazon	23/05/2024	GB190023639	Blue and White Bunting for Yorkshire Day	£71.97	inc VAT Paid by HWPC BC
Amazon	23/05/2024	GB190023639	Blue and White Bunting for Yorkshire Day	£9.98	inc VAT Paid by HWPC BC
SELCO	22/05/2024	110412150	Soil for Planters	£53.99	inc VAT Paid by HWPC BC
Deans Garden Centre	10/06/2024		Gift Vouchers for Spring Garden Competition	£100.00	inc VAT Paid by HWPC BC
TOTAL				£1,517.52	Total

It was Reported that there was zero income in May 2024.

It was Resolved to settle May's accounts with immediate effect. In line with the new financial regs all Invoices and payments were checked and approved by Cllr Emma Hardy and Cllr K Last and signed off on the accounts and Cllr M Starkey and all other councillors approved at the meeting. Cllr M Starkey was appointed to approve all online banking payments this month.

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure from 1st May to 31st May 2024.
It was Resolved to approve Financial Accounts in Cash Book & Income and Expenditure from 1st May to 31st May 2024.
- c. To Approve Bank Reconciliation Statement from 1st May to 31st May 2024.
It was Resolved to approve Bank Reconciliation Statement from 1st May to 31st May 2024.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st May 2024, against this year's budget.
- e. **It was Resolved** to approve the Budget Monitoring of Income and Expenditure up to 31st May 2024, against this year's budget.

98/2024. Heworth Without Parish Council Administration

- a. To Approve an advert to recruit Volunteers to lead the Way Forward for HWPC to create a Neighbourhood Plan
It was Resolved to form a small working group to finalise the wording of the policy and advert. It's group will consist of Cllr N Ayre, Cllr E Hardy and Cllr K Last. Before Julys meeting to finalise wording. Group to consider approaching a local University or Land based College with architecture, sustainability, housing and landscape design students to possible get involved.
- b. To Approve HWPC Summer newsletter.

MK Starkey

It was Resolved to put a link to Parish website with more detail on the garden winners and make some minor changes to the rest of its content, including Summer Gardening competition with Judging w/c 15th July 2024.

It was Resolved to approve with recommended changes which are to be emailed to full council by end of this week. Clerk to then contact usual printers with the same as previous order ready for distribution.

99/2024. Events:

- a. To Report on the D-Day events at Heworth ChristChurch.
It was Reported to be a great success with approximately 100 in attendance. It was lovely to see a mix of young and old residents. The free cafe with many baked goods by church family went down a treat
Lantern and, plane making, colouring in skipping and making S'mores were some of the activities
- b. To Report that Yorkshire bunting has been purchased for the park and will be displayed on 1st August to promote a "Bring your own" picnic in the park on Yorkshire Day.
It was noted and the Yorkshire bunting has been purchased for the park and will be displayed on 1st August to promote a "Bring your own" picnic in the park on Yorkshire Day. **It was Resolved** for Clerk to promote "Bring your own" picnic on facebook.
- c. To Report on Ignites May Half Term Sports activities and to confirm they are booked for Friday 2nd, 9th, 16th and 23rd August 2024 for the same offering.
It was Reported that the playing field dried out and was successful with both sessions.
- d. To Consider and decide upon a banner, designed and printed by Ignite, for the park to promote more advance bookings for the summer activities, totalling £60.
It was Resolved to ask Ignite for a more sustainable banner that can be re-used. With no exact dates that we can write on and state Holiday Multi Sport with a generic QR code that can be used each time.
- e. To Report progress on Saturday 2nd November 2024 event in the Community Centre (event name to be agreed) to make Craft paper lanterns – using recyclable materials and refreshments by Heworth WI. Cllr D Harrison was to book venue and to ask Heworth WI for costings for Drink and Hot Dogs – then they can be free for the Community but there can be a Pay as you feel option to fund future events.
It was Reported that Heworth WI could cater for 100 people for £250 (inc gluten free and veggie options of Drink and Hotdogs). Crafting activity would cost £70.
It was Resolved to approve this event and for HWPC to pay Heworth WI. Clerk to contact and find out when payment would be required and obtain bank details.
- f. 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 D Harrison, Cllr S Phoenix and Cllr M Starkey).
It was resolved to approve a Summer Gardening competition, judging with HWPC and Burnholme Gardening Club. Judging will be w/c 15th July 2024. Total value of gift vouchers £100 with same criteria.

100/2024. Heworth Without Parish Council Policies and Documentation

- a. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal
None

101/2024. 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.
None
 - ii) To Report that the Quarterly Operational Inspection took place on 23rd May 2024 for Stray Road Play Area.
It was Reported that the inspection had taken place and HWPC had received their report and recommendations. All were advisory.
 - iii) To Receive, Consider and decide upon the quote for repairs in Stray Road Park further to the Operational Inspection and surface repairs that are required.
It was Reported that the advisory surface repairs would cost £12,109 ex VAT. HWPC budget for 2024-2025 for playarea repairs is £6000. It is under double taxation so **it was Resolved** to start making a provision to allocate monies aside for this project to be carried out in the future. Clerk to also inform CYC for this possible financial liability under double taxation, as more could be required in the future.
 - iv) To Report progress on the requested change of the terms of the current Playing Field lease, recasting its description, and our obligations, to include sporting, recreational and communal activities and our obligation to preserve and maintain its central area as a sports-field
It was Reported that HWPC has received communication from Nick Collins (CYC) and is investigating whether he can draft a deed of variation without it being approved at a higher level. **It was Resolved** for Cllr N Ayre to chase again.
 - v) To Report progress liaising with CYC regarding Stray Road Play area entrance to change the current RADAR accessible gates to be lower, lighter in weight and split 2/3 and 1/3 with the 1/3 gate being more accessible to all (including to smoother footpath entrance), still using a RADAR key lock – awaiting design and costs from CYC

It was Reported that Cllr M Starkey and Cllr N Ayre have not yet written to Dave Meigh but will action this within the next week. Clerk to send Cllr M Starkey and Cllr N Ayre exact dates and information to aid.

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

- i) To Report on any recent ASB and Vandalism activities.

It was Reported that there has been some minor tree damage and graffiti and litter etc.

It was Resolved for Cllr S Phoenix to contact Hempland School to involve schools. Not to blame but to work with schools on with litter picking and caring after the park to hopefully allow students to understand and appreciate the area.

- ii) To Receive a progress report further to a meeting between CYC & HWPC Recreational working party (all 9 HWPC Councillors were invited and the Clerk), on 13th June 2024, organised by Cllr N Ayre regarding plans for Stray Road Playarea & Field to consider 2 x Multi Use goal areas (football, cricket, basketball type areas) with an artificial surface in the goal mouths only and all other grass areas would be maintained. A view to ensure accessibility was requested by HWPC.

It was Reported that the above meeting went ahead attended by Cllr N Ayre, Cllr M Starkey, Cllr D Harrison, Cllr E Hardy, Cllr K Last and Gayle Enion-Farrington (Clerk / RFO). No final decision has been made and cannot be made until more detailed plans are put forward to HWPC by CYC. Still some concerns over not receiving CYC consultation results from Dec 2022, a possible increase in street car parking, flooding of the rest of the area. The consideration of the need for year around access via the gates and tarmac.

HWPC are happy for it to go out to tender by CYC and from these quotes HWPC should be able to get answers to their questions in order to make a final decision.

Assurances were provided by Cllr N Ayre that the above would be addressed in due course, and that HWPC would have the final word in the matter. He mentioned that HWPC cannot get these answers until the tendering process is completed as it depends on contractors and the materials they wish to use. He gave assurance that there would no legal obligation on HWPC to go ahead with the project until all relevant information that been obtained (after the tendering process).

- iii) To Receive, Consider and decide upon Tree work in Stray Road Playing field.

It was Reported that in a property on Hillbeck Grove have reported trees are overshadowing their garden. This will be incorporated into the HWPC Tree Survey.

- iv) To Consider and decide action further to a full Tree inspection for HWPC.

It was Resolved that after 2 contractors submitted quotes. Root & Branch and Jamie Ulliott. It was Resolved to use Jamie Ulliott as he has previous history working with our trees within the parish and his quote and his tree report was more comprehensive. The quote for £1840 was approved. It was noted that 3 quotes were not possible to find as a number of tree surgeons have quoted in the past and never been contracted the work.

- v) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow

Nothing to report

c. Open Spaces and other assets

- i) 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.

Nothing to report

- ii) To Report matters relating to our open spaces and assets.

Nothing to report

d. HWPC Allotments

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

It was Reported that a local resident neighbouring onto Stray Road allotments had contacted the Clerk regarding a plot overgrowing onto their property. Clerk arranged for the perimeter of the plot to be strimmed and support for further strimming of the plot was offered to the new tenant, in the hope they may not give up the plot. It was acknowledged that the weather has been too wet for them to make a start on an already overgrown plot.

102/2024. Employment and Training:

- a. To Consider and decide upon any current employment/training related issues within HWPC.

None

103/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

None

104/2024. To Consider Highway/Transport Issues:

- a. To Receive and consider a report regarding progress with training dates and Speed Watch operations for HWPC's involvement in the Community Speed Watch initiative by the Speed Watch working group (Cllr D Harrison and Cllr M Starkey).
Nothing to report this month
- b. To Note any further highway issues.
None

105/2024. Policing and Security Matters:

- a. To Consider and decide upon the Neighbourhood Policing Team Report
It was Reported that there was 1 incident of ASB on the perimeter of the parish regarding boundary in May 2024.
- b. Note any further policing and security issues.
None

106/2024. Correspondence:

- a. To Consider and decide upon correspondence to the clerk received not specifically dealt with on this agenda
None this month all included in agenda items

107/2024. To Note matters for Information and items for next monthly meeting agenda

Septembers meeting - To Consider implications and decide upon all HWPC moving to gov.uk domain
Update on MUGA
Newsletter in September inc Events & Neighbourhood plan.

108/2024. To Confirm date and time of next meeting

To Confirm date, time and venue for the next Ordinary Parish Council Meeting as Monday 15th July 2024 at 7pm in the Community Centre on Applecroft Road, Heworth.
It was agreed.
Meeting ended 21.07

Minutes approved on 15th July 2024

MK Starkey

MK Starkey