



**Heworth Without Parish Council**  
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**DRAFT - Minutes of the Ordinary Meeting of Heworth Without Parish Council held on 15<sup>th</sup> July 2024 in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG**  
**To be approved at HWPC meeting to be held 16/09/2024.**

**Present:**

Councillor M Starkey (Chair), Councillor A Basu (Deputy Chair), Councillor N Ayre, Councillor A Garbutt, Cllr A Harrison, Councillor D Harrison, Councillor K Last, Councillor S Phoenix, and Gayle Enion-Farrington (Clerk / RFO).

**109/2024. Apologies:**

- a. To Note Apologies and Approve Reasons for Absence  
**Apologies were received and reasons accepted for Councillor E Hardy**

**110/2024. 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**

**111/2024. 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.**

**None present**

**112/2024. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

There is little to update on due to recent General Election and a By-election on Hull Road  
Introduction of the green waste subscription scheme has commenced by CYC. For those who choose not to subscribe, the bins will be removed, but suggested timescale is not in the next 12 months.  
Budget consultations are about to commence.  
Local plan consultations are happening soon in the hope to adopt by Autumn 2024.  
A tree was cut back on Ashley Park Crescent as requested.  
Noticeboard on Bramley Garth is no longer fit for purpose or required. Clerk to explore alternatives to be removed

**113/2024. Minutes**

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 17/06/2024.  
**It was Resolved** to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 17/06/2024

**114/2024. Planning:**

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

CYC Reference	Address	Description
24/01187/FUL	5 The Glade York YO31 1LA	Erection of garage to rear and render to bungalow <b>Approved</b>

- b. To receive the following planning decision/information.

**It was Reported** that CYC Approved Planning - 24/00729/FUL - 153 Bad Bargain Lane York YO31 0PF Change of use from dwelling house (use Class C3) to House in Multiple Occupation (use Class C4)

- c. To Consider and decide upon any other planning related issues

HIGHWAYS ACT 1980 SECTION 119 DIVERSION - HEWORTH WITHOUT 2 at Cow Moor Farm  
City of York Council has received an application to divert the public bridleway Heworth Without 2.

**It was Resolved** that HWPC feel the area is currently not maintained properly (overgrown vegetation and nettles) and would welcome any improvements. HWPC would appreciate efforts to consult with the route users, including the use of notices along the bridle path itself. Clerk to feedback before 9<sup>th</sup> August 2024.

MK Starkey

- d. To Consider and decide upon any planning enforcement issues  
**None**

**115/2024. Finance:**

- a. To Approve payments as detailed in Appendix 1

**APPENDIX 1**

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

Invoices to be paid after 15th July 2024	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay
Clerk Payroll	25/07/2024		wages	£550.84	
Clerk Home Working	25/07/2024		Home working allowance	£32.00	Paid together
Clerk Mobile	03/07/2024	GB569953277	Vodafone monthly SIM charge Now by DD	£9.08	inc VAT Paid by HWPC DD
Groundsman	25/07/2024		wages	£227.40	
PAYE	06/07/2024		PAYE - July 2024	£108.80	
Autella Payroll Services	05/07/2024	326597472	April to July 24 Payroll services	£75.05	inc VAT
SLCC	08/07/2024		Annual SLCC Membership for Clerk	£199.00	Paid by HWPC BC
Jamie Ulliott Tree & Landscape	02/07/2024		Urgent tree work following Tree audit	£450.00	
Ignite	24/06/2024	452027317	5 sport sessions at the Park in May and August 2024, inc banner	£1,236.00	inc VAT
Valli York	02/07/2024	780571712	Fuel for Groundsmans lawnmowers	£58.09	inc VAT Paid by HWPC BC
YLCA	11/07/2024		Training Day for D Harrison	£70.00	
Hillingdon Greenprint Ltd	07/07/2024		HWPC Summer Newsletter printing costs	£213.90	
<b>TOTAL</b>				<b>£3,230.16</b>	Total

**It was Reported** that there was no income in June 2024

**It was Resolved** to settle June's accounts with immediate effect. In line with the new financial regs all Invoices and payments were checked and approved by Cllr K Last and Cllr Sammie Phoenix (in Cllr E Hardys absence) 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 June to 30<sup>th</sup> June 2024.  
**It was Resolved** to approve Financial Accounts in Cash Book & Income and Expenditure from 1st June to 30<sup>th</sup> June 2024.
- c. To Approve Bank Reconciliation Statement from 1st June to 30<sup>th</sup> June 2024.  
**It was Resolved** to approve Bank Reconciliation Statement from 1st June to 30<sup>th</sup> June 2024
- d. To Approve Budget Monitoring of Income and Expenditure up to 30<sup>th</sup> June 2024, against this year's budget. .  
**It was Resolved** to approve the Budget Monitoring of Income and Expenditure up to 30<sup>th</sup> June 2024, against this year's budget.

**116/2024. 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 approve advert and advertise in Septembers 2024 Autumns newsletter and Clerk to post on FB, Noticeboards etc in September 2024 once newsletters are being circulated.

MK Starkey

- b. To Report progress with HWPC Summer newsletter distribution.  
**It was Reported** that they are being delivered to properties this week, with some having been delivered already.

#### **117/2024. Events:**

- a. To Report progress with booking for Ignites Summer Sports activities booked for Friday 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> August 2024.  
**It was Reported** that all sessions are booked and advertised and banner is up – just need to pay this month. Ignite are getting it advertised in local school newsletters this week and is posted on HWPC facebook. All Councillors to share and promote appropriately.
- b. To Report progress on Saturday 2<sup>nd</sup> 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.  
**It was Resolved** to hold an events meeting in September 2024 prior to the ordinary meeting on 16<sup>th</sup> September 2024. Updated that Heworth WI will invoice HWPC for their costs of the event.
- c. 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 A Harrison, Cllr D Harrison, Cllr S Phoenix and Cllr M Starkey).  
**Not actioned this month**

#### **118/2024. Heworth Without Parish Council Policies and Documentation**

- a. To Consider and decide upon HWPC Grant Application Scheme documentation 2024/2025.  
**It was Resolved** to Approve HWPC Grant Application Scheme documentation 2024/2025.
- b. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal  
**It was Resolved** to Approve HWPC Stray Road Allotment Tenant Handbook

#### **119/2024. 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.  
**It was Reported** that the zip wire is sticking and engineers have been out to examine it today. They have confirmed that it is safe to use but are consulting with Playdale on how to repair it.  
**It was Resolved** for the Clerk to liaise with Playscheme and get it repaired as soon as possible with a reasonable cost.
- ii) 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.  
**Still no news**
- iii) 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 the relevant officer has been on annual leave until just before this meeting and requested an update within 7 days. If no substantive information is received a draft letter to be signed by Chair and Ward Councillor was approved at tonight's meeting to use issue.

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

- i) To Report on any recent ASB and Vandalism activities.  
**It was Reported** that recently milkshake and sauces were poured down the big slide within the park – thank you to Cllr A Garbutt who cleaned it up.  
Gym equipment safety sign was removed and covered in mud. Once cleaned up the Clerk will endeavour to get it reinstated. - Resecure with stronger clip Cllr A Garbutt to advise  
**It was Reported** that Cllr S Phoenix is contacting Hempland School to involve school pupils. This is 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. Aiming for more detailed progress at Septembers meeting.
- ii) To Report outcome of meeting CYC & HWPC Recreational working party (all 9 HWPC Councillors were invited and the Clerk), on 15<sup>th</sup> July 2024, regarding plans for Stray Road Playing Field to have a MUGA (Multi Use goal areas - football, cricket, basketball type areas) with an artificial surface – 3 possible options have been put forward by CYC.  
**It was Reported** that the meeting has been postponed to Monday 16<sup>th</sup> September 2024 6-7pm
- iii) To Report progress on essential Tree work in and around Stray Road Playing field.  
**It was Reported** that essential work has been completed and routine pruning will take place later in the year
- iv) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow  
**It was Reported** and appreciated that local volunteer residents were litter picking within this area, as well as HWPC Councillors.

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.  
**Still no news**
- ii) To Report matters relating to our open spaces and assets.  
**None**

d. HWPC Allotments

- i) To Report on any other matters relating to Stray Road Allotments.  
**It was Reported** that we currently have one vacant plot – Plot 12 - the next person on the waiting list has been contacted

**120/2024. Employment and Training:**

- a. To Consider and decide upon any current employment/training related issues within HWPC.  
**It was reported** that Cllr D Harrison is attending YLCA training Day  
**It was Reported** that Clerks 6 monthly appraisal has been conducted prior to the meeting today and future training was discussed for Clerk and all Councillors.

**121/2024. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings**  
**None this month**

**122/2024. 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).  
**It was reported** that a date was postponed due to poor weather conditions but future dates have been planned
- b. To Note any further highway issues.  
**It was Reported** that CYC now have a link on their website. Maps.york.gov.uk - Assets and street care – under highways appreciation residents can log to view what status the road conditions have been evaluated as in all areas of York.

**123/2024. Policing and Security Matters:**

- a. To Consider and decide upon the Neighbourhood Policing Team Report  
**It was Reported** that no crimes were reported in HWPC area in June 2024
- b. Note any further policing and security issues.  
**None**

**124/2024. Correspondence:**

- a. To Consider and decide upon correspondence to the clerk received not specifically dealt with on this agenda  
**It was Reported** that there was an issue was raised about Heworth Without Community Centre were not being able to pay the garden waste subscription. The matter has now been resolved and they are now eligible to pay the garden waste subscription.  
**It was Reported** that a resident was concerned about the new bin location on Bramley Garth / Bad Bargain Lane. Cllr N Ayre to follow up  
**It was Reported** that a local resident is concerned about the overgrown vegetation and weeds on land between Greenfield and Christchurch. Cllr N Ayre to investigate.

**125/2024. 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  
Septembers meeting – Autumn Newsletter inc Events & Neighbourhood plan including advert approved at Julys meeting.  
MUGA meeting update  
Clerk appraisal update and Training programme agreed

**126/2024. To Confirm date and time of next meeting**

To Confirm date, time and venue for the next Ordinary Parish Council Meeting as Monday 16<sup>th</sup> September 2024 at 7pm in the Community Centre on Applecroft Road, Heworth.

Please note there is no meeting in August 2024

**It was agreed. Meeting closed 8.55pm**

**Minutes approved on 16<sup>th</sup> September 2024**

MK Starkey