



Heworth Without Parish Council
Gayle Enion-Farrington (Clerk to Parish Council)
1 Allington Drive, Appletree Village, Heworth, YORK,
YO310NL
Tel: 07422961495
E-mail: clerk@heworthwithoutparishcouncil.gov.uk

DRAFT Minutes of the ORDINARY MEETING of Heworth Without Parish Council, held on MONDAY 20th APRIL 2026 commencing at 7.00PM in the Community Centre on Applecroft Road, Heworth. To be approved at HWPC meeting to be held 18/05/2026.

Present:

Councillor M Starkey (Chair), Councillor A Basu (Deputy), Councillor N Ayre, Councillor A Clayton, Councillor A Garbutt, Councillor D Gibbon, Councillor S Phoenix, and Gayle Enion-Farrington (Clerk / RFO). J Hitchins (Public)

61/2026. Apologies:

- a. To Receive Apologies and Note Reasons for Absence
None Reported but Absence was noted for Councillor J Bushby

62/2026. 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.

It was Reported that Cllr A Basu works at Applefields School – agenda item 72/2026 a iv

- b. To receive, consider and decide upon any applications for dispensation.

None

63/2026. 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.

None

64/2026. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor Road Maintenance Funding and Policy

The main issue is that the road repair policy's intervention depth is too shallow. Funding allocation from the mayor (formerly from the government) has shifted to better reflect road usage.

- Funding allocation shift increased York's budget by about £2.5 million as the mayor now considers road usage, not just mileage.
- Previously, government funding was based on total road mileage, disadvantaging heavily used roads in York.
- The mayor's adjustment better matches funds to road wear, benefiting York's road resurfacing needs.
- The Liberal Democrat group have suggested using this extra funding to meet the £1.1 million annual cost of lowering the intervention level depth pothole repairs.
- However, a legal challenge by North Yorkshire Council Conservatives against the mayor's decision may delay progress.
- The review of the pothole intervention policy has stalled for over a year despite council agreement to revisit it
- The current policy requires damage to go through the tarmac and concrete to qualify for repair.
- This unrealistic threshold prevents many potholes from being addressed timely.
- The stalled policy review holds back more effective road maintenance planning.

Hempland School

New school construction completion has slipped, with demolition now scheduled post-September 2027 rather than over summer holidays as promised

- Department of Education approval is delaying public communication about project timelines.
- The demolition and landscaping will finish by summer 2028, extending project duration.
- Potentially Cost-saving changes include removing the planned green roof from design.
- Delivery drivers faced access issues due to unclear road closures and outdated GPS data.

Planning application for flats on Hempland Lane received widespread objections but remains scheduled for planning committee which would suggest a recommendation for approval.

- Over 40 residents and allotment committee members oppose the development due to its scale and environmental impact.
- Concerns include loss of wildlife areas and loss of residential and non-residential amenity near a pond.

The application will proceed to planning committee only if recommended for approval, with local efforts underway to protect the land.

Ward Committee Funding Changes

A significant cut in ward committee funding will severely limit local project budgets starting next year.

- Ward committee funding dropped from nearly £9,000 in 2023 to just £1,200 for next year due to a shift to 100% deprivation-based allocation
- Previously, funding was split evenly between per-councillor basis and deprivation weighting.
- The new model excludes per-councillor allocations, disadvantaging wards with hidden pockets of deprivation.
- The drastic cut will restrict the ward's capacity to fund community projects and initiatives.

Local Plan Review and Housing Targets

The council is initiating a costly local plan review that will increase housing targets substantially, raising feasibility concerns.

- The council will spend £1.8 million over three years to review and update the local plan starting soon
- The current local plan sets a target of 868 homes per year, but government modelling raises this to about 1,250 homes per year.
- Failure to meet targets escalates future housing requirements to 1,400-1,500 homes annually, creating a compounding pressure.
- York's existing local plan already plans for over 20,000 homes in 15-20 years, which was challenged as too high during inspection.
- The council argues significant economic growth justifies the 868 housing targets, so unlikely to generate anywhere near the need for 1000+
- The new local plan public consultation is scheduled for the month after the 2027 local elections
- The council will first collect potential development sites from landowners through a "call for sites" process.
- There is a risk that if the new council after 2027 chooses not to proceed, much of the £1.8 million review budget will be wasted.
- This timeline delays meaningful public input until late 2027, after the next election cycle.

65/2026. Minutes

- To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 16/03/2026.
It was Resolved to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 16/03/2026

66/2026. Planning:

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

CYC Reference	Address	Description
26/00175/CLU Eastings 462759 Northings 453778	14 Pasture Lane York YO31 1JL	Certificate of lawfulness for use of existing outbuildings ancillary to the main house Refused - For the reasons of the original refusal
26/00646/CLU Eastings 462872 Northings 452952	41 Bramley Garth York YO31 0NQ	Certificate of lawfulness for use of dwellinghouse as 2no. separate apartments Continued Refusal
26/00556/TPO Eastings 462507 Northings 453139	1 Caedmon Close York YO31 1HS	The trees in the Garden are located within HWPC. Remove two highest right-hand leaders from 1no. Willow and Crown lift left hand side, Reduce 1no. Field Maple by 20 percent and remove 2no. stems over neighbours garden, Reduce 1no. Field Maple by 20 percent Remove limb from 1no. Contorted Willow over neighbours garden. Works to trees protected by Tree Preservation Order no. 7. Approved so long as Tree Officer at CYC sees the need for reductions.

- To Receive the following planning decision/information.
It was Reported that Approved planning has been submitted for 34 Burnholme Avenue, York, YO31 0NB, 26/00334/FUL, Single storey rear extension
To Consider and decide upon any other planning related issues
None
- To Consider and decide upon any planning enforcement issues
None

67/2026. Finance:

- To Approve payments as detailed in Appendix 1 for April 2026.

APPENDIX 1

**HEWORTH WITHOUT PARISH COUNCIL
INVOICES TO BE PRESENTED FOR PAYMENT April
2026**

Invoices TO BE PRESENTED FOR PAYMENT April 2026	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay	
Autella Payroll Services	19/03/2026	326597472	Autella Payroll Services Dec 2025 - March 2026	£102.00	inc VAT	
QR Code Generator DD	20/03/2026		Annual Renewal QR Code Generator DD	£102.40	inc VAT	Paid BC
Amazon	21/03/2026		Amazon Grass Seed for repair after drainage works	£28.98	no VAT	Paid BC
Amazon	21/03/2026	GB623608844	Amazon HWPC Lanyard for new Councillors	£39.50	inc VAT	Paid BC
Tescos	25/03/2026		Tescos - Easter Eggs for Egg Hunt Event	£45.00	no VAT	Paid BC
Amazon Easter	26/03/2026	GB727255821	Amazon Easter Stickers for Egg Hunt	£4.99	inc VAT	Paid BC
Amazon HWPC	21/03/2026	GB686045415	Amazon HWPC Stickers for all Events in 2026	£32.45	inc VAT	Paid BC
Cut Price Wholesaler	26/03/2026	GB979792529	Cut Price Wholesaler Easter mugs for non food prizes for egg hunt	£77.00	inc VAT	Paid BC
Explore York	26/03/2026	208659689	Explore York Refreshments for Events Meeting	£4.10	inc VAT	Paid BC
Clerk Payroll	25/04/2026		wages	£576.24		
Clerk Home Working	25/04/2026		Home working allowance	£32.00		Paid together
Clerk Mobile	03/04/2026	GB569953277	Vodafone monthly SIM charge Now by DD	£9.66	inc VAT	Paid DD
Groundsman	25/04/2026		wages	£280.37	no VAT	
PAYE	25/04/2026		PAYE April 2026	£169.33	no VAT	
Fulprint	27/03/2026		Fulprint HWPC Newsletters Spring edition	£255.00	no VAT	Paid BC
YLCA	01/04/2026		YLCA Annual Membership	£708.00	no VAT	
Explore York	01/04/2026		Printing for HWPC Easter Feedback sheets	£60.00	inc VAT	Paid BC
Morrisons	03/04/2026		Emergency drinking water for Easter Egg Hunt as no water in village	£3.70	no VAT	Paid BC
Lidl	03/04/2026		Emergency drinking water for Easter Egg Hunt as no water in village	£9.75	inc VAT	Paid BC
Shop Local	20/04/2026		Refreshments for Annual Parish Council Meeting	£6.07	no VAT	Paid BC
Blakemore Retail - Spar	20/04/2026	GB431390280	Refreshments for Annual Parish Council Meeting	£28.60	inc VAT	Paid BC
TOTAL				£2,138.72	Total	

**CASH BOOK MONTH 12 MARCH 2025-2026
INCOME**

DATE	VAT REFUNDS	ALLOTMENT RENT	BANK INTEREST	PARKS/OPEN SPACES	GEN. ADMIN.	TOTAL
C/FWD	3572.62	150.00	0.00	0.00	11433.50	26063.62
Precept 2025/2026						0.00
VAT REFUND	1488.10					1488.10
TOTALS	1488.10	0.00	0.00	0.00	0.00	1488.10
C/FWD	5060.72	150.00	0.00	0.00	11433.50	27551.72

B

It was Resolved to settle April's payments with immediate effect. In line with current financial regs all invoices and payments were checked and approved by **Cllr A Basu** and **Cllr A Garbutt** 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 March to 31st March 2026 and year end.

It was Resolved to Approve Financial Accounts in Cash Book & Income and Expenditure from 1st March to 31st March 2026 and year end.

- c. To Approve Bank Reconciliation Statement from 1st March to 31st March 2026 and year end accounts.

It was Resolved to Approve Bank Reconciliation Statement from 1st March to 31st March 2026 and year end accounts.

- d. To Approve Budget Monitoring of Income and Expenditure up to 31st March 2026, against this year's budget which completes year end accounts.

It was Resolved to Approve Budget Monitoring of Income and Expenditure up to 31st March 2026, against this year's budget which completes year end accounts.

- e. To Approve and sign HWPC AGAR for 2025/2026 (if finalised).

Moved to May Clerk has been preparing for Community Green Flag Judging.

- f. To Report progress with HWPC Internal audit with Internal auditor Brian Brookes

It was Reported that no date has been set yet with Mr B Brookes but expected in May 2026.

- g. To Report progress with Cllr N Ayre and Cllr A Clayton becoming new bank signatories, after Cllr E Hardys resignation.

It was Reported that Cllr N Ayre brought the signed documents to the meeting tonight. Cllr A Clayton Clerk has signed the forms already and now they can be signed off by Chair and Clerk and submitted.

68/2026. Councillor Vacancy

- a. To report no one submitted a request for a by-election, to the Returning Officer by 10th April 2026.

HWPC advertised the role to fill the vacancy by co-option and a replacement of Cllr M Taylor hopes to be co-opted at Mays Annual meeting of HWPC.

It was Reported that we have already received one applicant and closing date is 1st May 2026. It was agreed to interview candidates 15 min per candidate earlier than the 7pm start of the Annual Meeting of HWPC.

69/2026. Heworth Without Parish Council Administration

- a. To Report progress with HWPC Neighbourhood Plan.

It was Reported that a member of the public joined the Neighbourhood Plan Working Group at the APC tonight and a meeting will be arranged by Cllr M Starkey.

- b. To Report on the delivery of the Spring Newsletter for HWPC

It was Reported that they were all delivered. Thankyou to all who delivered.

70/2026. Events:

- a. To Report on HWPC 12-month schedule of engagement with our community and current plans for forthcoming events.

It was Resolved to agree and Clerk to organise a meeting in May 2026

- b. To Report outcome of HWPC Good Friday Annual Easter Egg Hunt 2026. – refer to Residents feedback previously emailed out

It was Resolved that the Annual Easter Egg Hunt 2026 was a total success. 234 children attended in total, with a guestimate of an additional 400 adults accompanying them. Some adults just came for WI coffee morning (no water at home). 28 Families completed feedback likely to have been representing at least 2 to 3 children each. We acknowledge with little ones it's hard to complete forms. 4 Councillors, 1 Clerk and Heworth WI team, plus 3 helpers on Spar Charity stall

- c. To Report on the Spring Gardening Competitions for 2026, sponsored by Deans Garden Centre (YGC).

It was Reported that judging took place by Cllr A Clayton and Cllr D Gibbon and the Manager, Mike Waugh and team at YGC Deans, York. Due to no hanging baskets on display it was agreed to have 4 winners. Best Front Garden, Best Walled Garden, Best New Garden instead of Hanging Baskets this season and Best Containers so winners receive £25 each instead of 5 winners at £20. Cllr A Clayton to send all photos and addresses to Clerk who will contact winners for GDPR permissions and then announce on social media and ready for next newsletter...

It was proposed to amend the criteria in 2027 to include residents submitting a photo of their Back Garden and will need to invite Councillors to view, possibly and maybe start an allotment competition in 2027, Clerk to action.

- d. To report on the completed Councillor Event poll commitment, ensuring we have enough volunteers for each HWPC planned event in 2026.

It was Reported that this was completed.

- e. To Report on the Annual Great British Spring Clean which took place on Sat 21st March 2026.
It was Reported that it was completed and several litter bags were filled. Thank you to Mr & Mrs Cook who volunteered.
- f. To receive and consider an update from Cllr M Starkey regarding Hempland Primary School Year 4 taking part in a small community litter pick in the park.
It was Reported that this is likely to take place in the Summer term – awaiting date.
- g. To Report that Blakemore Foundation (SPAR) have confirmed that we have been successful in obtaining a donation of £200 to support Heworth Without Parish Council - Events Committee. The donation will be transferred to your nominated bank account by April 24th2026.
It was noted and thanks were given to Blakemore

71/2026. Heworth Without Parish Council Policies and Documentation

- a. To Report progress with HWPC Internal controls checklist for April 2026
It was Reported that the HWPC Internal controls checklist for April 2026 was completed by Cllr A Clayton and Cllr D Gibbon.
- b. To Approve HWPC Data / Information audit policy for 2026.
It was Resolved to approve HWPC Data / Information audit policy for 2026 after adding in how signing in sheets will be managed and names in minutes under GDPR. Clerk to also change attendance list process.
- c. To Consider and decide upon any other HWPC Policies and Documentation that are due for renewal.
It was Resolved that by using Surveymars poll, Councillors are to decide which policy they are reviewing. The following policies need reviewing for May 2026
- HWPC Standing Orders,
 - Financial Regulations,
 - Employment Panel Terms of Reference and
 - Mgt Risk Assessment.
- It was Resolved** for Cllr A Basu to do Standing Orders and Employment Panel Terms of Reference, but it is all Councillors responsibility to ensure they are fully aware of the Parish's Standing Orders and Financial Regs and feel confident that they are fit and appropriate for the year ahead. All feedback to be submitted to the Clerk no later than 11th May 2026.

72/2026. 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
It was Reported that some ASB and small fires has taken place but dealt with quickly.
- ii) To Report on repairs for the new RADAR accessible swing gate installed by CYC was vandalised in its first week of operation.
It was Reported that a CYC Team was working on it last week and it is hoped to be operational soon.
- iii) To Receive, Consider and decide upon additional details provided by Playscheme for semi-permanent removable goal posts to allow grass to rejuvenate, when required.
It was Reported that Playscheme smallest goal is 12ft by 6ft in metal. They are half the size of a standard goal size. They will remove the parts at the back of the goals, by removing the part used to connect the net, as not nets will be required.
It was Resolved for Clerk to arrange a meeting with Playscheme on site (before Mays meeting) to discuss further and invite Mark Shields to attend.
- iv) To consider and decide upon additional details provided by Applefields School to provide and display a communications board within the play area.
It was Reported that no correspondence has been forthcoming
- v) To Report findings of the Quarterly Operational Inspection of Stray Road Play area, by Playscheme which took place on 16th March 2026 and confirm subsequent action taken.
It was Reported that only minor actions were required and they have been actioned FOC.
- vi) To Report that the Green Flag Community Award judging will take place at the end of April 2026.
It was Resolved that Cllr M Starkey, Cllr A Garbutt, Clerk and Groundman will be present that the inspection dn for Clerk to ask regular volunteers Mr & Mrs Cook to attend to talk about Jubilee wood and their roles.
- b. Stray Road Playing field, Jubilee wood and wildflower meadow
- i) To Report on any recent ASB and Vandalism activities.
It was Reported that some ASB activities have occurred and local police and schools are handling the matter as culprits have been identified.
- 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

d. HWPC Allotments

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

It was Reported that a complaint has been received regarding suspected flying tipping on one plot. Upon investigation the children's play equipment is owned by the tenant and due to family circumstances, they have not been down lately and will tidy up the plot soon. Complainant is happy to wait and see if an improvement is made.

73/2026. Employment and Training:

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

It was Reported that Clerk had been booked onto Success Through Strategy webinar (16/4/2026) was cancelled.

74/2026. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings - None

75/2026. 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).

It was Reported that Cllr D Gibbon and some other local residents wish to rejoin Community Speed Watch initiative – Cllr M Starkey to set some new dates now the weather has improved.

- b. To Note any further highway issues.

It was Reported that concerns remained by residents and HWPC Councillors regarding the poor state of some of the roads within the Parish / Ward, especially Stray Road which has recently been patch repaired and already disintegrating. Cllr N Ayre provided these reports and statistics below which are concerning for the parish.

[Decision - Highways Annual Maintenance Programme 2026-27](#)

Condition survey

[Road Condition Survey 2025-2026 - Road Condition KPIs Overview 2025-2026 - York Open Data](#)

Heworth Without

Excellent	15.47%	lowest in city - City average (29.59%)
Good	9.82%	lowest in city - City average (10.76%)
Fair	32.17%	3rd highest in city - City average (29.21%)
Poor	42.54%	2 nd highest in city - City average (30.44%)

For info in 2023/24 the state was

Excellent	38.91%
Good	10.96%
Poor	21.51%
Fair	28.63%

76/2026. Policing and Security Matters:

- a. To Consider and decide upon the latest Neighbourhood Policing Team Report

It was Reported that there was 1 x break in into a Vehicle, 1 x theft and 1 Criminal Damage to car tyres in the month of March 2026

- b. Note any further policing and security issues. - **None**

78/2026. Correspondence:

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

It was Reported that M Marchant who attended March's meeting has provided HWPC with Notices for Parish Noticeboards for People Emergency Briefing at Holy Trinity Church Heworth 28th April 2026 7pm

79/2026. To Note matters for Information and items for next monthly meeting agenda

AGAR, Football goal post, co-option and Clerk to organise litter picking training for new Councillors.

80/2026. To Confirm date and time of next meeting

To Confirm date, time and venue for the Annual Council Meeting of Heworth Without Parish Council, followed by the Ordinary Parish Council Meeting as Monday 18th May 2026* at 7pm in the Community Centre on Applecroft Road, Heworth.

*LGA 1972 Schedule 12 part 2, s7 (2) - In a year which is a year of ordinary elections of parish councillors, the annual meeting of a parish council shall be held on, or within fourteen days after, the day on which the councillors elected at that election take office, and in any other year the annual meeting shall be held on such day in May as the parish council may determine.

There are no ordinary elections of parish councillors this year.

It was agreed

Meeting closed at 9.00pm