



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, followed by the Ordinary Parish Meeting, will be held on MONDAY 15th JUNE 2026 commencing at 7.00PM in the Community Centre at 38 Applecroft Road, Heworth, York. To be approved at HWPC meeting to be held 20/07/2026.

Present:

Councillor M Starkey (Chair), Councillor A Basu (Deputy), Councillor A Clayton, Councillor A Garbutt, Councillor D Gibbon, Councillor S Willsden and Gayle Enion-Farrington (Clerk / RFO), and J Brooksbank-Leverly (Public)

99/2026. Apologies:

- a. To Receive Apologies and Note Reasons for Absence.
Absences were reported and noted for Councillor N Ayre and Councillor S Phoenix and Councillor J Bushby's absence was noted.

100/2026. 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 and Cllr S Willsden both work at Applefields School – agenda item 109/2026 a iii

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

None

101/2026. 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

102/2026. To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Cllr N Ayre submitted this report in advance due to his absence.

Housing development ST7.

Planning inspector has confirmed that the appeal has been successful and planning permission has been granted. Very disappointed in the approach taken by the government inspector.

Local Plan

The council has commenced a review of the local plan. This was adopted only a year ago and review only has to be undertaken within 5 years so the process is premature. The cost to the city will be circa £2m. The new streamline approach is designed to only take 30 months. We are currently in the pre plan phase which takes a minimum of four months. Current trajectory would see a draft plan produced a matter of weeks after next years elections.

Bins

Parish will have seen email regarding bin at Spar. This has already been raised with officers. Residents have independently flagged issues at other locations. I'm trying to ascertain if there has been a change to collection frequency or routes.

Citywide issues.

Rougier Street closure will be coming to next Executive meeting. Closure is funded by Bus Service Improvement Fund so all works need to be carried out before 31st March. Likely to be ANPR cameras with registered exemptions.

Changes to waste collection also due to be considered by Executive around the same time. Results of consultation have been published.

103/2026. Minutes

- a. To Approve Minutes of the Annual Meeting and Ordinary Meeting of Heworth Without Parish Council held 18/05/2026.

It was Resolved to approve said minutes as a true and accurate record of the Annual Meeting and Ordinary Meeting of Heworth Without Parish Council held 18/05/2026.

104/2026. Planning:

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

CYC Reference	Address	Description
26/00924/FUL Eastings Northings	15 Ash Close York YO31 1HE	Single storey side/rear extension and dormer to rear following removal of detached garage Approved

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

Approved planning

A Certificate of Lawful Existing Use is therefore granted for the use of 41 Bramley Garth as two separate apartments. The evidence submitted creates a convincing profile that 41 Bramley Garth has been in operation as two separate apartments for a continuous period of at least 4 years prior to the date the application was submitted. The evidence is considered to be sufficiently precise and unambiguous, and no evidence has come to light which contradicts it. Therefore, it is considered that sufficient evidence exists and has been supplied to demonstrate, on the balance of probability, that the lawful use of 41 Bramley Garth is as two separate apartments. A Certificate of Lawful Existing Use is therefore granted for the use of 41 Bramley Garth as two separate apartments.

It was Reported that Planning permission for Taylor Wimpey development has been approved, as discussed in Ward Councillor report.

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

105/2026. Finance:

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

APPENDIX 1

HEWORTH WITHOUT PARISH COUNCIL INVOICES TO BE PRESENTED FOR PAYMENT June 2026

Invoices TO BE PRESENTED FOR PAYMENT June 2026	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£	Payroll is NET pay
Clerk Payroll	25/05/2026		wages	£576.04	
Clerk Home Working	25/05/2026		Home working allowance	£32.00	Paid together
Clerk Mobile	03/05/2026	GB569953277	Vodafone monthly SIM charge Now by DD	£10.35	inc VAT Paid DD
Groundsman	25/05/2026		wages	£280.37	no VAT
PAYE	25/05/2026		PAYE May 2026	£169.53	no VAT
Amazon	11/05/2026	GB154898167	Amazon HiViz Vest for Litter picking	£34.44	inc VAT Paid BC
Amazon	11/05/2026	GB812413372	Amazon Ring hoops for Litter picking	£35.96	inc VAT Paid BC
Amazon	11/05/2026	GB727255821	Amazon Stick Grabbers for Litter picking	£12.49	inc VAT Paid BC
Post Office	29/05/2026		Postage	£5.95	no VAT Paid BC
Fuel from Valli York but refund Clerk GEF as Bank card did not work	03/06.2026		Fuel for lawn mower	£63.31	no VAT Refund Clerk expenses
B Brooks Internal Auditor	03/06/2026		Brian Brooks Internal Auditor	£425.00	no VAT

VisionICT	09/06/2026 awaiting invoice		Vision ICT MOT of website and Upgrade for WCAG 2.2 compliance	£174.00	inc VAT	
Explore Library - Burnholme Centre	10/06/2026	208659689	Refreshments for Events Working Group Meeting	£6.60	inc VAT	Used new Bank Card
Explore Library - Burnholme Centre	10/06/2026	208659689	Refreshments for Events Working Group Meeting	£3.50	inc VAT	Used new Bank Card
Signs Express (York)	13/06/2026	GB127270625	Operator Signs for Radar gate	£261.96	inc VAT	
Playscheme	16/05/2025 awaiting invoice		Playscheme Quarterly Operational Inspection	£354.00	inc VAT	
TOTAL				£2,445.50	Total	

No income this month

It was Resolved to settle June'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 May to 31st May 2026.
It was Resolved to Approve Financial Accounts in Cash Book & Income and Expenditure from 1st May to 31st May 2026
- c. To Approve Bank Reconciliation Statement from 1st May to 31st May 2026.
It was Resolved to Approve Bank Reconciliation Statement from 1st May to 31st May 2026.
- d. To Approve Budget Monitoring of Income and Expenditure up to 31st May 2026, against this year's budget.
It was Resolved to Approve Budget Monitoring of Income and Expenditure up to 31st May 2026, against this year's budget.
- e. To Report consider and decide upon outcome and actions to be taken regarding the HWPC Internal audit with Internal audit conducted by Brian Brookes
It was Reported that overall, the Internal Audit was excellent. It was highlighted that HWPC website was only WCAG 2.1 compliant and not 2.2 complaint. Clerk actioned this immediately with VisionICT and it is now resolved. Clerk needs to review descriptions of some headings and document titles to be more accessible.
- f. To Approve the Notice of Public Rights and Publication of Unaudited AGAR and its announcement (noticeboards and website) and that it will be available for inspection between Wednesday 17 June – Monday 27 July 2026 and notice to be signed by the Chair.
It was Resolved to Approve the Notice of Public Rights and Publication of Unaudited AGAR and its announcement (noticeboards and website) and that it will be available for inspection between Wednesday 17 June – Tuesday 28 July 2026 and notice to be signed by the Chair.
- g. To Report progress with Cllr N Ayre and Cllr A Clayton obtaining their Barclays online banking card readers and the removal of Cllr E Hardy from the account.
It was Reported that no progress was made by Cllr A Clayton. Need to contact Barclays Bank direct and ask for a card reader just for HWPC dual authorisation.

106/2026. Heworth Without Parish Council Administration

- a. To Report progress with HWPC Neighbourhood Plan.
It was Reported that a HWPC Neighbourhood Plan meeting took place on 11/6/26 – minutes were issued to all.
- b. To Consider and decide upon the contents of the Summer Newsletter for HWPC
It was Resolved to approve the Summer Newsletter for HWPC and Clerk to get Fulprint to print asap so it can be distributed from this weekend. Clerk to issue a distribution list to Councillors present at meeting and it was resolved for Councillors to deliver no later than 6th July 2026.
- c. To Report that HWPC Website required an urgent MOT update in order to comply with WCAG 2.2 at a cost of £145+VAT – see internal audit.
It was Reported that the MOT / Audit on the website has been completed and was most useful. Clerk needs to make some further adjustments to website regarding title and heading descriptions to make more accessible..
- d. To review Councillor Photographs and UpToDate ROI for website and CYC.
It was Resolved that Clerk has used her best endeavours and it is now the personal responsibility of Councillors to provide a Photo for ID and website and to ensure that all Councillors have an up-to-date ROI provided to the Clerk and CYC.

107/2026. Events:

- a. To consider and decide upon the Report from Events Working Groups meeting held on 10th June 2026
It was Resolved to approve all actions agreed from the Events Working Groups meeting held on 10th June 2026 and Clerk has requested a quote and design for the generic banner to be used at all future events to attract passers by on the day of the event.
- b. To Report on HWPC 12-month schedule of engagement with our community and current plans for forthcoming events.
All events agreed as in 107/2026a.
- c. To consider and decide upon judging (judges and dates) for the Summer Gardening Competitions for 2026, sponsored by Deans Garden Centre (YGC).
It was Resolved to agree with Events Working Group and appoint Cllr A Clayton and Cllr D Gibbon to judge the Summer Gardening Competition. This is to be completed no later than 31st July 2026. Then meet with Deans for vouchers and photo in August 2026. Email Clerk winners and photos ready for September's meeting and announcement.
- d. 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 event takes place Wednesday 17th June 2026.

108/2026. Heworth Without Parish Council Policies and Documentation

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

109/2026. 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 the next Operational inspection is taking place 16th June 2026.
- ii) To Receive, Consider and decide upon new design and quote for semi-permanent removable goal posts to allow grass to rejuvenate, when required, (quote provided by Playscheme) further to on-site meeting on 13/05/26.
It was Reported that no final decision could be made yet. A quote for (2 x) 2.2m x 3m bespoke steel goal posts, including 8 x ground sleeves to reposition the posts in order to protect grass and goal mouths (posts - white power coated) only arrived on 12/6/2026 and it was £5058 + VAT. Design images only arrived 15/6/2026.
Clerk was instructed to ask for the cost of moving posts each time, so this can be factored into the decision. Cllr S Willson felt it was a competitive quote and suggested a possible a throw and catch style board Cllr N Ayre (submitted in advance of the meeting) "my view is that the proposed solution is expensive, will not necessarily solve the problem, will potentially cause more problems and does not meet the parish councils long standing ambition to provide basketball/netball facilities on the site. I would not therefore support progressing as proposed and would suggest the parish draw up a list of options in consultation with the public. **It was noted**
- iii) To consider and decide upon additional details provided by Applefields School to provide and display a communications board within the play area and quote from Playscheme.
It was Resolved to approve the Communications Board from Playscheme (quote £1100 +VAT and incs installation), as Applefields School have kindly agreed to contribute £350 towards the installation of the sign. Clerk to order and ask for invoice to be split so Applefields School can pay Playscheme directly.
- iv) To Consider and decide upon who attends the Green Flag Community Award presentation on Tuesday 14th July 2026 at the Lowther Pavillion, Lytham St Annes and costs.
It was Resolved for Clerk and Groundsman to go and drive. 55p p/m for expenses can be claimed and overtime if hours are in addition to contracted weekly hours. Clerk to book

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 was a small fire requiring fire brigade on 3rd June 2026 @ 9pm (Jubilee Wood)
It was Reported that a resident whose property backs onto the playing field at Stray Road (Hilbeck Grove), has had increasing amounts of young teenagers throwing stones and damaging the hedge so that they can crawl through into the garden. Clerk visited the property, where resident also showed damage caused from foxes and badgers. Also shown large tree that youths are climbing up to look into the garden. **It was Resolved** to investigate if any lower tree branches could be removed and to ensure hedgerow from playing fields was in good order. Need to monitor over next few months.
- ii) 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.
None

d. HWPC Allotments

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

It was Reported that Cllr A Clayton has inspected Stray Road Allotments and felt the site looked a little overgrown. **It was Resolved** for Groundman to cut back hedge in the middle (on the right) and Clerk has approved strimming of one plot that was inherited as overgrown. Will review again in one month.

110/2026. Employment and Training:

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

It was Reported that Cllr S Willsdon is booked onto Off to a Flying Start courses part 1 and 2 in September (2nd & 8th) and Cllr A Clayton and Cllr D Gibbon are also aiming to attend the same sessions, if they cannot do the Wednesday morning ones in July.

111/2026. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

It was Reported that Cllr A Garbutt attended the latest YLCA meeting and updated all on what was discussed - covered new proposed boundaries of wards and some communication challenges with CYC and get emails responded to. Reduced service of no. 15 bus to Bishopthorpe due to the introduction of 11A bus from Heworth Without to Bishopthorpe.

112/2026. 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).

None to report this month

- b. To Note any further highway issues.

None to report

113/2026. Policing and Security Matters:

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

It was Reported that there was 1 x ASB (ongoing issues with a neighbour) 1 x Theft at the SPAR and 1 X theft of parcels on a doorstep

- b. Note any further policing and security issues.

None

114/2026. Correspondence:

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

It was Reported that the Waste Bin near the SPAR is not being emptied enough times (although it was emptied today by CYC at 3.45pm. This has been reported to HWPC by a resident and to Cllr N Ayre who discussed this in his Ward Report. After liaising with the SPAR **it was Resolved** for HWPC to support more frequent collections and for the Clerk to write to CYC.

115/2026. To Note matters for Information and items for next monthly meeting agenda

Football goal posts revised quote, Litter picking training for new Councillors, Tree Audit, Clerk / RFO 6 monthly Appraisal.

Apologies submitted for next meeting by Cllr S Willsden

116/2026. 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 20th July 2026 at 7pm in the Community Centre on Applecroft Road, Heworth.

It was agreed

Meeting closed at 8.30pm