

## HESLINGTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 17 SEPTEMBER 2013 AT 7.30 P.M.

#### MEMBERS PRESENT:

Cllr R Bramley (RB)                      Cllr C Cadman (CC)                      Cllr A Collingwood (AC)  
Cllr P Hall (PH)                      Cllr Lady D Lawton (DL)                      Cllr J Stern (JS)                      Cllr  
Mrs Z Richards (ZR)

#### IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk  
Cllr D Levene (WC)  
George Offer, Welfare Officer, YUSU  
Peter Warner-Medley, Permanent Staff, USU

#### MEMBERS OF PUBLIC PRESENT:

Six

Public Session – None.
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- 1: TO ACCEPT APOLOGIES FOR ABSENCE:**  
Cllr B McClean (BM)  
Cllr Mrs P Bramley (PB)
- 2: TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:**  
RB and ZR – section 4.5
- 3: TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 20 AUGUST 2013:**  
The Minutes were unanimously approved
- 4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:**
  - 4.1 Fly-tipping/Fly-posting/Banners/Planters/Litter Bins around village  
NTR
  - 4.2 Village Signs/Planters/Worn verges  
NTR
  - 4.3 Recent flooding/Drains/Sewers in the Parish  
WC advised that CYC had agreed to conduct a full investigation of the sewage system, which would take place shortly. Mike Tavnor, Flood Risk Manager, CYC was investigating the flooding of the lake
  - 4.4 Cycle track along University Road  
WC advised that CYC have tied this in with library crossing and has requested that the Parish Council is consulted early on
  - 4.5 City of York Local Plan  
WC advised that unsurprisingly CYC have received a lot of correspondence and CYC are currently dealing with it.
  - 4.6 Boundary Commission Review  
NTR
  - 4.7 Dog Orders  
NTR
  - 4.8 Neighbourhood Planning  
NTR

**5. TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:**

5.1 Highway Matters

5.1.1 Yorkshire Marathon

The road closure letter had been received and circulated by email

5.2 University of York

5.2.1 Licensing Applications – Alcuin College/Heslington East Campus

This was discussed at length and the Parish Council expressed concern that they were not consulted on an issue that would have such implications to residents.

5.2.2 Rq for holding tank to prevent further flooding to farmland – College 9

We would request more details from the CYC Flood Risk Manager

5.3 Elvington

NTR

5.4 Heslington Village Website

NTR

5.5 Parish Newsletter

NTR

**6: TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:**

- HSBC is closing next week and the Parish Council wonder what it will become
- The Cllrs were asked to speak more clearly, as the acoustics are not great

**7: TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:**

*Letter A: We support the application*

*Letter B: We have no objections*

*Letter C: We do not object but wish to make comments or seek safeguards as set out overleaf*

*Letter D: We object on the planning grounds set out overleaf*

7.1 13/02761/REM The Catalyst, Baird Lane

The Parish Council discussed the application and unanimously agreed Letter C, “The Parish Council agree to this provided the limit of 150 is not exceeded on Field lane and there should be no parking on verges”.

Proposed: Cllr Hall Seconded: Cllr Cadman

7.2 13/02814/FUL 22A The Crescent

The Parish Council discussed the application and unanimously agreed Letter C, “The Parish Council feel that property numbers 27-30 inclusive should be consulted”.

Proposed: Cllr Stern Seconded: Cllr Bramley

7.3 13/02822/ADV Block D, Chemistry Dept., Innovation Way

The Parish Council discussed the application and unanimously agreed Letter B,

7.4 13/02930/FUL 8 Market Square, Vanbrugh Way

The Parish Council discussed the application and unanimously agreed Letter B

7.5 13/03010/FUL JB Morrell Library, Morrell Way

The Parish Council discussed the application and unanimously agreed Letter B

**8: TO REPORT PLANNING DECISIONS BY CITY OF YORK COUNCIL:**

8.1 13/02716/TCA Spring Lodge, Main Street Consent

**9: TO RECEIVE REPORTS FROM REPRESENTATIVES OF FOLLOWING OUTSIDE BODIES:**

9.1 Ward Cllr David Levene

WC apologized for his absence at the last two meetings. He agreed to seek advice on the parking/traffic issue along Main Street

- 9.2 North Yorkshire Police  
NTR
- 9.3 Heslington East Community Forum  
NTR
- 9.4 Good Neighbourhood Forum  
University had been oversubscribed by 200 students, who had all been placed in accommodation now. Halifax Collage could be a problem with gridlocking if staggered arrivals was not organized. A large event was organized for Freshers Week
- 9.5 Ouse and Derwent Drainage Board  
NTR
- 9.6 Sportsfield  
NTR
- 9.7 York Environment Forum  
NTR
- 9.8 Alms Houses  
NTR
- 9.9 The Meeting Room  
9.9.1 Fire Audit (02Sep13)  
The Audit had taken place and the Meeting Room was deemed as compliant, but some further equipment was required.  
The Meeting Room Committee have a meeting organized on 10 October 2013 to discuss its future as many members wanted to retire. Parish Councillors would try to attend and offer assistance.

**10: TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:**

- Heslington Church, Thank you for grant
- RAY, AGM, 12Oct13 – Parish Clerk asked to send apologies
- YLCA, 03Oct13 – Cllr Lawton will attend the meeting

**11: TO REPORT MATTERS RAISED BY MEMBERS:**

None

**12: TO DISCUSS MATTERS RAISED BY PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER:**

12.1 Bookkeeping records for year ending 31Mar14 to date

The Parish Clerk circulated copies around Parish Councillors.

12.2 Internal Control Check(s)

The Parish Council conducted the Risk checks and found everything to be in order.

12.3 Internal Audit Report

The Parish Clerk reported on comments made by Internal Auditor and work done to resolve the issues of Payments Approval and Minutes.

At the next meeting Meeting Room and Lengthsman would be discussed

12.4 Matters raised with/by Yorkshire Local councils Association (YLCA)

The updated Standing Orders were adopted.

FH had attended the Code of Conduct Course on Thu05Sep13 and would issue a report for the October 2013 meeting

FH had circulated an updated salary calculation via email

12.5 To approve for payment the invoices as follows:

12.6.1	Parish Clerk	Salary	£256.62
12.6.2	Lengthsman	Work Done	£321.21
12.6.3	Carter Jonas	Professional Advice	£1800.00

**13: TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON TUESDAYS AT 7.30 P.M. IN THE MEETING ROOM AS:**

15 October 2013	19 November 2013	17 December 2013
21 January 2014	18 February 2014	18 March 2014
15 April 2014	20 May 2014	17 June 2014
15 July 2014	19 August 2014	16 September 2014
21 October 2014	18 November 2014	16 December 2014