

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 21 FEBRUARY 2017 AT 7.30PM**

Councillors Present: David Blacketer (DB), Pauline Bramley (PB)
Richard Bramley (RB) Paula Clements (PC)
Peter Hall (PH) Lady Dorothy Lawton (DL)
Bill McClean (BM) Zena Richards (ZR)
Jeffrey Stern (JS)

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 0

Public Session – None

17/131 To accept apologies for absence:
PCSO 5557 Tony Barge, North Yorkshire Police

17/132 To record declarations of interest in items on the agenda:
Local Plan – PB, RB, ZR
Neighbourhood Plan – PB, RB, ZR
Sportsfield – BM
Meeting Room - DL
FH was asked to contact YLCA to clarify what constitutes an interest.

17/133 To confirm the minutes of the Parish Council Meeting held on Tuesday 17 January 2017:
The Minutes were approved/signed.

17/134 To discuss matters arising from previous minutes:
1. Grass Verge outside The Lodge Residential House
Mr Holden remains concerned about the degradation of the verge. CYC are not keen on stones. KA had been asked about replacing the grass with hard standing and/or removing the chicane, but was awaiting a response. PB would email Mr Holden with an update.

17/135 To Discuss, if necessary, long-standing matters:
1. Appearance of village
The Parish Council thanked DB for his help with the bench, which was now back in situ. FH was asked to write to a number of taxi companies, who were among those causing a nuisance to the parish and copies would be sent to KA/CYC Traffic management.
1.1 Trees along Main Street –
It was unanimously agreed to accept the CYC estimated quote, without obtaining another quote, proposed: DL, seconded: BM. DB would request confirmation of costs from CYC for the specified tree works.
Trees along Main St West may also need maintenance at a later date
1.2 Community Assets - NTR
1.3 Village Signs – BM advised “Progressing”
1.4 Outgang Parking – BM advised that Halifax Estates were not prepared to progress at this stage. This was discussed at length. FH was asked to write to CYC to advise that they would prefer bollards,

proposed: BM, seconded JS, 5 votes in favour, 4 against. If bollards were not allowed by CYC, then the Parish Council would agree to yellow lines, proposed: PH, seconded: BM, 7 votes in favour, 2 against.

2. Highway Matters

2.1 Lord Deramores Primary School Parking Issues

PB advised that the Parish Council would be kept updated on governing body decision about car parking provision.

2.2 University Road/Cycle Track – It was noted that many cyclists are not using this

3. City of York Council

3.1 Local Plan - NTR

3.2 Article 4 (2) Direction – FH would chase up Nick Allen

3.3 CYC Community Governance Review - NTR

3.4 Rights of Way – NTR

4. University of York

4.1 Antisocial Behaviour

PB reported that YUSU had deployed security teams on buses till the end of term. Cllrs felt that closing Boss Lane on a night was unworkable. Currently the University is in dialogue with bus companies to change route and the drop off stop. FH to write to a number of taxi firms who appeared to use the Main Street and the Outgang as a taxi rank, waiting for lengthy periods, often with their engines running.

5. Neighbourhood Planning

DB gave an update of the working party progress. The Parish Council, by majority, requested that any documents, e.g. questionnaires, which are to be put before the public, be on the agenda to be approved at a PC meeting before release. The Parish Council, agreed in principle, to a new email address specifically for NP use. DB/PC would obtain a quote for work necessary. BM had circulated a finance sheet, with spending forecast, which was approved.

6. Major Events - Yorkshire Marathon – NTR

7. Communication-

- Website – NTR

- Newsletter – NTR

17/136 To receive any matters raised by members of public:

None

17/137 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

The Parish Council discussed these planning applications and FH was asked to respond as follows:

1. 17/00103/TCA 22 Main Street

Letter C – Unanimous

The Parish Council discussed this application and they have no objections. However, as the application is in a Conservation area, we request that the Conservation Officer after consultation, if required, with the Arboricultural Manager or his Department regarding the tree works, should be satisfied with the application.

17/138 To report planning decisions by City of York Council:

FH had updated the planning log and circulated it by email to Parish Cllrs. The details would not be included on the next agenda.

17/139 To receive reports from representatives of following outside bodies:

1. Ward Councillors

NTR

2. North Yorkshire Police:

Report cover period 11th January – 14th February 2017

Anti Social Behaviour

6 x Reports relating to noise in the early hours on Main St
Crimes

Drugs, small quantity of Cannabis found left behind in the Charles X11 pub

Fraud, a fake £20 note was handed in to the Post Office

Miscellaneous

16 x various reports from Hoax calls to Concern for safety checks, nothing of note.

Roads

2 x Minor Road incidents

University Crimes

4 x Crime "Thefts"

1 x Crime "Sexual"

3. Heslington East Community Forum

NTR

4. Good Neighbours Forum

Met Mon06Feb17 - main items discussed parking and anti-social behaviour. PB had circulated by email the meeting notes

5. Ouse and Derwent Drainage Board

RB reported there was a recent meeting, but nothing discussed relevant to the parish

6. Sports Field

NTR

7. York Environment Forum

DL had attended a recent meeting, when the speaker was the new CYC Chief Executive

8. Alms Houses

NTR

9. The Meeting Room

9.1 Hearing Loop

DL thanked the Parish Council for deferring this matter, which had given the committee more time to study the information which was most helpful and the committee now withdrew any objections to this going forward. DB would apply for a Ward Grant on behalf of HPC. Further discussions would be required regarding responsibilities during installation and post installation ongoing.

10. Fulford & Heslington Ward Team Meeting

Ward Committee Meeting	28Feb17	1830 hrs
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Ward Team Meeting	22Feb17	1400 hrs
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17/140 To receive any new correspondence received by the council:

FH had forwarded an email from Frack Free York to all Parish Cllrs and it was unanimously agreed that FH should respond that they had no comments at this stage. Any applications in the area would need to be considered on an individual basis.

17/141 To receive matters raised by members:

1. Dog Bin – Low Lane

FH would ask KA if a bin could be sited here and if CYC would add to collection route

- Verge Damage outside 10-12 School Lane

PB would speak to the School Governing Body Chairperson to ask that the contractors make good the damage.

- CYC Proposed works to roundabout outside Heslington Hall

Some Cllrs had received letters regarding these works, which would result in the only access being along School Lane.

- DB had spoken to a resident about their concerns regarding difficulties in using the footpath along Main Street. Barriers outside 23-25 Main Street compromise the footpath space. FH would write to the owner requesting the barriers be repositioned to allow for easy movement for pedestrians.

The carpark opposite the Barclays, Browns and Post Office is narrow, so vehicles often overhang the footpath, again compromising the footpath space. FH would acknowledge receipt with the resident and advise that the matter would be on the next agenda.

-BM advised the Parish Council that with immediate effect he was resigning as a member of the Parish Council. The Parish Council gave him a vote of thanks for all his work whilst a member. PC was unanimously elected as Acting Vice Chair until the next meeting.

17/142 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 17 to date

The financial report was circulated around Cllrs.

2. Internal Control Checks

These were deferred until the next meeting

3. Matters raised with/by Yorkshire Local Councils Association (YLCA)

PB had attended that last branch meeting and the main topics discussed were N Yorkshire seats on Ex Board, Double Taxation, Linton Airfield , CYC Planning training and the Transparency Code

4. Work Place Pensions

NTR

5. To approve the following invoices for payment

5.1	Parish Clerk	Salary	£268.35	001683
5.2	Lengthsman	Salary	£312.00	001684
5.3	The House & Garden Handyman	Bench Renovation	£250.00	001685
5.4	TG Cutt & Son	Annual Fire Check	£60.90	001686

17/143 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

21 March 2017

18 April 2017

18 July 2017

17 October 2017

16 May 2017

15 August 2017

21 November 2017

20 June 2017

19 September 2017

19 December 2017

Approved Chairman

Date.....

The Pensions Regulator – Duties Checker

Heslington Parish Council is an employer who has to provide a pension.

Their Staging Date is 01 July 2017

What you need to do and by when:

1. Confirm who to contact – Done

FH has exchanged emails with The Pensions Regulator to advise them that both the Primary Contact and the Secondary Contact is Fiona Hill.

2. Choose a pension scheme – Done

The Parish Council has enrolled with Now Pensions Trustees Ltd, 164 Bishopsgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

Type of pension scheme:	Occupational
Employer pension scheme reference (EPSR)	35LZ
Pension scheme registry number (PSR)	12005124

3. Work out who to put into a pension – To Do

This must be done on the Staging Date

4. Write to your staff – To Do

This must be done within six weeks after the Staging Date

5. Declare your compliance – To Do

This must be done within five months after the Staging Date.