

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM, MAIN STREET
ON TUESDAY 17 NOVEMBER 2015 AT 7.30PM**

Councillors Present: Richard Bramley (RB) David Blacketer (DB)
Paula Clements (PC) Peter Hall (PH)
Lady Dorothy Lawton (DL) Bill McClean (BM)

In Attendance: Fiona Hill (FH) - Parish Clerk
Patrick James (PJ) – Halifax Estates
PCSO Tony Barge (TB) – North Yorkshire Bank

Public Present: 1

Public Session - None

16/77 To accept apologies for absence:

Pauline Bramley (PB), Michael Dean (MD) and Zena Richards (ZR)
CYC Ward Cllrs K Aspden (KA) and Hilary Shepherd

16/78 To record declarations of interest in items on the agenda:

4.3 – RB
4.4 - RB
5.3 - RB
9.6 - BM
9.9 - DL

16/79 To confirm the minutes of the Parish Council Meeting held on Tuesday 20 October 2015:

The Minutes were signed by the Chairperson.

16/80 To discuss matters arising from previous minutes:

1. Village Signs

The Village Trust had submitted applications for Ward Funding.

2. Cycle track along University Road

NTR

3. City of York Local Plan

It was hoped that this would be ready for consultation mid-summer.

4. Neighbourhood Planning

BM had circulated wording of reasons why needed and boundary used, with the difficulty of including any of the university.

It was agreed to send to CYC

Proposed: DL, Seconded: DB, 5 votes in favour, 1 vote against

It was unanimously agreed that the parish council would submit an expression of interest in grants as advertised in the White Rose Update

5. Article 4 (2) Direction

Nick Allen, on behalf of the parish council, would meet with CYC and report back.

6. C,YC Community Governance Review

NTR

- 16/81 To Discuss, if necessary, long-standing matter:**
1. Appearance of village
Leaf sweeping had been done. Ward funding would be applied for towards work to the benches
 - 1.1 BT Phone Box
BT had refurbished this very promptly.
 2. Rights of way
NTR
 3. SSSI - Dog Orders
NTR
 4. Highway Matters
FH was asked to report:
 - fly-tipping on Low Lane.
 - blocked drains causing fields to flood on Common Lane.
 - the CYC Hotline Message Centre which was slow to progress messages
 5. Major Events - Yorkshire Marathon/Tour de Yorkshire
NTR
 6. University of York
FH was asked to contact the university to ask if the bus drop off point could be moved away from residential areas to minimise disturbance
 7. HMO's
NTR
 8. Elvington
NTR
 9. Communication - Website/Newsletter/Broadband/Notice board
PC would add the French flag to the website in tribute to the people of Paris

- 16/82 To receive any matters raised by members of public:**
- PJ gave an update on the local plan and Whinthorpe.
 - BM will contact Halifax Estates about the muddy footpath at The Outgang
 - TB would be asked to look in the car parked at The Outgang for long periods with closed curtains.

- 16/83 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 15/02190/LBC Heslington Hall, University of York
 This application is not from this parish, so no action was taken

16/84 To report planning decisions by City of York Council:

1.	15/00046/FUL	Derwent College	Approved
2.	15/00049/FULM	East Heslington Campus	Approved
3.	15/00061/TPO	2 Innovation Close	No Objections
4.	15/00125/FULM	Lord Deramores Primary School	Approved
5.	15/00840/FUL	Spring Lane	Approved
6.	15/00248/FUL	Innovation Way	Approved
7.	15/00385/LBC	More House, Main St	Approved
8.	15/00400/FUL	Pippins House, Bridge way	Approved
9.	15/00720/FUL	Sportfield	Approved

10	15/00768/LBC	5 Main Street	Approved
11	15/00864/FUL	Innovation way	Approved
12	15/00879/TCA	Coach House, Spring Lane	No Objections
13	15/01882/REM	Freboys Lane	Approved
14	15/01245/FUL	Sports centre	Approved

16/85 To receive reports from representatives of following outside bodies:

1. Ward Councillors

NTR

2. North Yorkshire Police

TB reported numerous ATM's have been targeted across the county including the one at the Natwest and he would look into incidents with the ATM at Barclays. Recently there had been a drink driving arrest, youth fighting probably from a party overspill and a financial crime at the Deramore Arms. There had been eight crimes at the university, mostly cycle thefts.

3. Heslington East Community Forum

NTR

4. Good Neighbours Forum

NTR

5. Ouse and Derwent Drainage Board

NTR

6. Sports Field

Recent football parking issues should be resolved.

7. York Environment Forum

NTR

8. Alms Houses

NTR

9. The Meeting Room

NTR

16/86 To receive any new correspondence received by the council:

FH had received a website enquiry about the use of the green adjacent to St Pauls church and it was suggested they contact Kevin Wheelan, Facilities & Grounds, York University.

16/87 To receive matters raised by members:

11.1 Enclosure Farm – unauthorised development

FH was asked to write to CYC asking them to investigate.

16/88 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 16 to date

The financial report was circulated around Cllrs

2. Internal Control Check(s)

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

3. Work Place Pensions

FH had downloaded the "Duties Checker" from The Pensions Regulator website, which she would reproduce at the end of these and future minutes. The details would be updated as necessary.

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

FH had booked herself onto an Accounts & Finance Training Day on Fri27Nov15. The cost of the course was "115.00 and the parish council agreed to pay one- seventh (£16.43). FH had circulated by email the latest edition of the White Rose Update.

5. Budget/Precept 2016-2017

FH had included a first draft of the budget, which would be discussed further at the December 2015 meeting.

6. To approve the following invoices for payment

6.1	Parish Clerk	Salary	£265.61	001616
6.2	Lengthsman	Salary	£256.97	001617
6.3	Ardent IFA Ltd	Auto Enrolment	£295.00	001618
6.4	P & F Hawkswell Ltd	Grass Cutting	£144.00	001619

16/89 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

15 December 2015

19 January 2016* 16 February 2016 15 March 2016

19 April 2016 17 May 2016 21 June 2016

19 July 2016 16 August 2016 20 September 2016

18 October 2016 15 November 2016 20 December 2016

* Patrick James, Halifax Estates advised that he wished to attend this meeting.

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 have enrolled with Now Pensions with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

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.