

Minutes of the Meeting of Heslington Parish Council  
held on Tuesday 20 March 2012 at The Meeting Room, Heslington

Members Present      Cllr Mrs P Bramley   · Chairperson  
                                 Cllr R Bramley  
                                 Cllr C Cadman  
                                 Cllr P Hall  
                                 Cllr Lady D Lawton  
                                 Cllr B McClean  
                                 Cllr Mrs Z Richards  
                                 Cllr J Stern

In Attendance            Fiona Hill   · Locum Parish Clerk

Public Present            4

The Chairperson opened the meeting and welcomed the Locum Parish Clerk, Fiona Hill

102    Apologies and Declarations

No Apologies, No Declarations

103    Public Session

A resident attended the meeting and raised the following points:-

Red litter bins and planters have appeared outside the banks in the village, which look unsightly in a Conservation Area Village. The Parish Clerk was asked to contact the CYC Street Environment Officer, Rachel Stewart to ask if she could have them removed.

104    Minutes of the Last Meeting

The minutes of the meeting held on 21 February 2012 were accepted as a true and accurate record of the meeting.

105    Matters Arising

Campus 3   · The Chairperson reported that she had contacted CYC to obtain a copy of the Parish Council response as agreed at the last meeting. The Parish Council were disappointed to learn that CYC had not received this response and the deadline had now passed. The Parish Clerk was asked to write to CYC to confirm that the Parish Council had formulated a response and due to circumstances beyond their control this was not forwarded before the deadline. The Parish Council would like to inform CYC that the response, in summary, was that the Parish Council considered

- Given the options outlined by CYC, the PC unanimously resolved that it wished to see a density of HMO's being no more than 15% in any area or road ( and that these factors ( road/area) should be combined to make this calculation) .  
Members were also concerned from their own observations that there were now very significant areas where student letting boards were almost comprehensive in certain streets ( eg Green Dykes Lane) . It was questioned by the PC whether the University was therefore significantly failing in its 106 obligation to provide accommodation for its students as agreed at the public inquiry and suggested that this must be brought to the attention of CYC to enforce."

Parish Councillor A Collingwood † Following his resignation, the Parish Clerk was asked to send a letter of thanks for his long service to the Parish Council including a period as Chairperson.

New Parish Vicar † The Parish Clerk was asked to send a letter of welcome

## 106 Planning

### Applications for Consideration

- |              |   |  |
|--------------|---|--|
| 12/00902/TCA | - | Crown reduce Lime x5 and Cherry x1, Trees in the Conservation Area at the Playing Field at Junction with Field Lane and University Road, Heslington                  |
| APPLICANT    | - | UNIVERSITY OF YORK   |
| COMMENTS     | - | We have no objections ( Letter B)  |
|              |   |  |
| 12/00903/TCA | - | Fell Birch x2 in the Conservation Area at Dalham Farm, Main Street, Heslington   |
| APPLICANT    | - | UNIVERSITY OF YORK   |
| COMMENTS     | - | We do not object but wish to make comment or seek safeguards as set out overleaf † the Parish Council would like to see something planted in their Place ( Letter C) |
|              |   |  |
| 12/00904/TCA | - | Fell Beech at rear of 1 Spring Lane, Tree in Conservation Area at 1 Spring Lane, Heslington  |
| APPLICANT    | - | UNIVERSITY OF YORK   |
| COMMENTS     | - | We object on the planning grounds set out overleaf † the Parish Council would prefer the tree to be trimmed rather than felled( Letter D)                            |
|              |   |  |
| 12/00490/REM | - | Reserved matters application for construction of containerized biomass boiler Fuel store with 26m high flue  |

- APPLICANT - UNIVERSITY OF YORK
- COMMENTS - We do not object but wish to make comment or seek safeguards as set out overleaf - the Parish Council would want the previous application rescinded before this application was approved( Letter C)  
Proposed: Cllr Stern, Seconded: Cllr Bramley, 7 votes in favour of proposal, 1 vote against
- 12/00578/FUL - Single storey extension to Blck B and external works to Blacks A and B
- APPLICANT - UNIVERSITY OF YORK
- COMMENTS - We have no objections ( Letter B)
- 12/00927/LBC - Replacement gutters hopper head and fall pipes above the front and rear Doors at Lord Deramores Primary School, School Lane, Heslington
- APPLICANT - ACE
- COMMENTS - We do not object but wish to make comment or seek safeguards as set out overleaf - the Parish Council would want to see any work on a listed building done using like for like materials in keeping with existing materials Letter C)
- 12/01051/TCA - Crown reduce and crown clean Copper Beech ( T1) , Tree in the Conservation Area at More House, Main Street, Heslington
- APPLICANT - MRS SHARON WESTCOUGH
- COMMENTS - We have no objections ( Letter B)

Applications Approved

None

Applications Withdrawn/Refused

None.

107 For Discussion

- a) Election of Vice Chairman - Cllr Bill McClean, Proposed Cllr Stern, Seconded Cllr Richards, Unanimous vote in favour of proposal
- b) Highway Matters
- ( i) Cllr McClean reported that the tenants of 2 Hesketh Cottages had complained about holes and raised main hole covers in the pavement. The landlord was of

the opinion that the responsibility of CYC, however it is understood that CYC had not adopted this footpath. Cllr Richards reported that Carter Jonas were corresponding with CYC about this matter

- ( ii) Cllr McClean reported that the residents of the cottage next to Rose Cottage were experiencing problems when backing out onto a highway close to the blind corner. The Parish Council asked Cllr McClean to speak to the residents to advise them to contact CYC directly about the possibility of a mirror on the wall opposite.

c) Campus 3

- ( i) Cllr Mrs Bramley had attended the Forum Meeting and gave Minutes for filing to the Parish Clerk.
- ( ii) ( ii) Cllr Mrs Bramley had circulated around Parish Councillors copies of the HEC Forum issues response email ( dated 16 March 2012) from Richard Beal CYC. This was concerning comments from Network Management concerning the program of parking restrictions within the areas surrounding the University the program of parking restrictions within the areas surrounding the University. The Parish Clerk was asked to respond to the email as follows ' There will be localized areas of problems and the Parish Council hope CYC will be prepared to deal with events if not triggered by university planning conditions of the Heslington East Campus
- ( iii) The Annual Survey was carried out last Thursday 15 March 2012.
- ( iv) Cllr Mrs Bramley reported that the Bendy buses had been replaced by double deckers.
- ( v) Cllr Mrs Bramley reported that the shuttle bus had been travelling along Field Lane past the churches rather than Innovation Way, which is the correct route. The University would look into this and Ward Cllr Levene would follow it up.

d) Elvington ' Nothing to report

e) Village Signs

- ( i) The Parish Council discussed the request for Village Signs on the three sites coming into the village and decided not to go ahead at this time
- ( ii) The Parish Clerk was asked to contact the CYC Street Environment Officer, Rachel Stewart to ask if the sandwich boards and banners would be removed from the outside of businesses, as they looked unsightly in a Conservation Area Village.

- f) Meeting Room Maintenance † The Management Committee had written asking the Parish Council to pay the Discretionary Rates of £148.00. The parish Council agreed to pay this amount.
- g) Notice Board Keys † It was agreed that the key holders would be Cllr Mrs P Bramley and Cllr B McClean. In addition, when the vacancy is filled the Parish Clerk will become a key holder. The Parish Clerk would prepare a notice giving details of key holder to be placed in the notice board.
- h) Thank you: Joanne † This item would be deferred until the next meeting and in the meantime the Cllr Mrs Bramley would try to obtain a forwarding address
- i) Bank Signatories † Cllr Mrs Bramley had written to the bank advising them that the parish Clerk had resigned, asking them to stop the monthly payment to her, giving her address for correspondence and requesting a mandate form. It was agreed that the cheque signatories would be: Cllr Mrs P Bramley, Cllr R Bramley, Cllr P Hall, Cllr Lady D Lawton and Cllr J Stern. The Parish Clerk would write to the Yorkshire Bank asking them to refund the bank charges incurred in this financial year. The Parish Clerk would write to the Heslington Branches of Barclays Bank, HSBC Bank, Lloyds Bank and Natwest bank, obtaining details of their accounts suitable for Parish Councils, whilst checking if there was any restriction to the number of signatories.
- j) Y.L.C.A. Website/Password  
It was resolved that the User Name and Password to allow access to the Members Section of the website would be shared with all Parish Councillors, however, the Parish Clerk advised that the YLCA would only correspond with the Chairperson and the Parish Clerk.

For Information

None

108 Finance

The Parish Clerk circulated copies of the Bank Reconciliation and Income & Expenditure account, which are attached to these Minutes.

The following cheques for signing:-

a)	Harry Postill	Notice board	£624.00	001442
b)	YLCA	Membership	£389.00	001443
c)	Cllr P Bramley	Expenses	£73.58	001444
d)	Cllr W McClean	Newsletter Printing	£45.00	001445

109 Income

None

110 Police Report

No report.

111 Representatives Reports

a) Hesketh Cottages/Lady Deramores Cottages

Cllr Richards reported that baths were being replaced by showers if required

b) Sports Pavillion

Cllr McClean reported that work on the pavilion has started

c) Good Neighbors Group

Cllr Mrs Bramley reported that student let signs must be removed within three weeks of the letting completion. Various end of term social events planned - details to follow. An event to be held on the University Playing Field, near Holmefield, would be open to the residents to be a leaflet drop. There is to be a reduction of events involving alcohol during Freshers week. Only two probably not three colleges would be built as accommodation on Heslington East. It was thought that Lawrence Street accommodation development would not be ready by October 2012. The University felt that their rent rooms were comparable to the private rent sector. The colleges hope to have a balance of years 1, 2 and 3 in each.

Good Neighbours representatives are from various departments of the University, Parish Council, CYC, Police, Students Union, Village Trust, and Ward Councillor.

Jane Grenville, Pro-Vice-Chancellor for Students ( Chair)

112 Ward Councilors Report

Cllr Levene was not present at the meeting

113 Clerks Report

The Parish Clerk circulated copies of her report, which are attached to these Minutes.

114 Agenda Items for Next Meeting

a) Code of Conduct

115 Date of Next Meeting

Tuesday 17<sup>th</sup> April 2012 at 7.30 p.m.

Members of the Public and Press were now asked to leave the meeting

The meeting was closed at 9.30 p.m.

Signature: *P. Bramley*

Date: *17 April 2012*

Attachment 108 (a)

Heslington Parish Council

Bank Reconciliation as at 10 February 2012

Balance brought forward at 01 April 2011	11215.42
Add receipts	15135.08
	<hr/>
	26350.50
Less payments	12153.45
	<hr/>
	<u>14197.05</u>

Balance at bank and in hand:

Investment account	8163.58
Current account	6067.63
Petty Cash	0.00
	<hr/>
	14231.21

Unpresented items:

Ref	Amount	
1440		11.06
11/12/1903		23.10

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14197.05

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0.00

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34.16





**Fiona Angelique Hill**

The Byre  
Field House Farm  
Thornton-le-Clay  
York  
YO60 7QA

Tel: 01904 468773  
Email: [fiona@thebyre.me.uk](mailto:fiona@thebyre.me.uk)

I have been Parish Clerk and Responsible Financial Officer for:

Foston & Thornton-le-Clay Parish Council	since 1997
Stockton-on-the-Forest Parish Council	since 2002

I am a current member of the Society of Local Council Clerks (SLCC)

I obtained the SLCC Working For Your Council certificate in 2001

Certificate in Local Council Administration (CiLCA):

I have just completed the portfolio of work and it is with my Mentor for proof reading prior to submission

20 March 2012