

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 18 DECEMBER 2012 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr Mrs P Bramley Cllr R Bramley Cllr C Cadman Cllr P Hall
Cllr B Mclean Cllr Mrs Z Richards Cllr J Stern Cllr Mrs J Visick

IN ATTENDANCE:

Fiona Hill – Parish Clerk
Suzanne Prance, Street Environment Officer, City of York Council

MEMBERS OF PUBLIC PRESENT:

One

Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:

- Nothing raised, that was not already on the agenda
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1: TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr Lady D Lawton
Ward Cllr D Levene

2: TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

None

3: TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY 20 NOVEMBER 2012:

The Minutes were accepted with amendments, which were initialled by the Chairperson

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

- 4.1 CYC Electronic Planning
NTR
- 4.2 Fly-posting/Banners/Planters/Litter Wheelie Bins around village
Please see report from Ward Cllr David Levene attached to the end of these minutes – Street Environment. The Parish Council discussed the issues with Suzanne Prance.
- 4.3 Local Government Boundary Review
Cllr McClean had responded as requested by the parish Council stating the important factor for Heslington which is to have one Councillor representing the ward as this gives a clear line of responsibility between elector and elected representation.
- 4.4 Proposed road changes University Road/Field Lane
NTR
- 4.5 Tree pruning, Main Street, Heslington
A quote had been received from A.M.Castle, Tree Consultant & Contractor for arboricultural works, Common Lane and The Outgang. The Parish Council asked Cllr McClean to try and obtain a minimum of three quotes.

- 4.6 Recent Flooding in the Village – Boss lane, Main Street, School Lane, Field Lane
Suzanne Prance agreed to find out who the best person would be to send details of the drains which are blocked and forward the details to the Parish Clerk. Cllrs Lawton and Visick had forwarded maps and details of blocked drains to the Parish Clerk.
- 4.7 Cycle track along University Road
NTR
- 4.8 Village Signs
Suzanne Prance was asked to look into the sign on University Road, near Derwent College. The Parish Council were unhappy with the Football Association Sign erected at the Sportsfield, so Cllr would inform the Sportsfield Committee.

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

- 5.1 Highway Matters
Please see report from Ward Cllr David Levene attached to the end of these minutes – Roads.
- 5.2 University of York/Campus 3/Heslington East
The recent flooding and the over flowing lake was a cause for concern to the parish Council, so the Parish Council would continue to press for holding tanks under new buildings.
The soil erosion, by the roundabout, was worse.
The Clerk was asked to contact Cll Levene to ask his views regarding the light pollution from Campus 3.
- 5.3 Elvington
They have appealed and it will be heard at Crown Court 18-21 March 2013.
- 5.4 Heslington Village Website
Cllr Mrs Bramley, Cllr McClean and the Parish Clerk would receive training in the New Year.
- 5.5 Parish Newsletter
Cllr McClean would draft an edition for circulation in February 2013.

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

The Parish Council reported that the fallen tree on Boss Lane was removed by Chris Hawkswell.

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 12/03488/TCA Cherry Trees, 2 Hall Park

The Parish Clerk advised that is response to her request for an extension to the response deadline, planning officer Esther Priestley said – “I would be grateful if you could report to the parish council that the Liquidambar is very close to the house, especially given that its mature size can be 20m plus. Therefore the tree is not worthy of a tree preservation order in its given location. To this end the local authority will be deciding that that there are no objections to the proposed reduction. I trust this is a satisfactory response”. The Parish Council noted this and made no further comment.

7.2 12/03617/REM Canpus 3/Heslington East

The Parish Council unanimously agreed Letter C – “The Parish Council agree to the building going up, and would like to see more facilities, such as shop, student union space and social room. The Parish Council think it is crucial that holding tanks are installed to alleviate the problems with localized flooding”.

- **12 School Lane.** Please see report from Ward Cllr David Levene attached to the end of these minutes –
- The parish Council would ask CYC if someone could attend the next Parish Council meeting to explain HMO’s

8: TO REPORT PLANNING DECISIONS BY CITY OF YORK COUNCIL:
12/03216/LBC The Lodge Residential Home Approval

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

9.1 Ward Cllr David Levene

Cllr Levene had submitted a written report and it was attached to these Minutes.

9.2 North Yorkshire Police – Jon-Mark Buchanan

NTR – the Parish Clerk was asked to write to him asking him, that if unable to attend, to submit a report and to compliment him on his cycle advisory work.

9.3 Heslington East Community Forum

Cllr Levene is trying to arrange a meeting to discuss the University’s interpretation of the 106 agreement. The Parish Council Chairperson has asked to attend the meeting.

9.4 Good Neighbourhood Forum

Next meeting March 2013

9.5 Ouse and Derwent Drainage Board

NTR

9.6 Sportsfield

Cllr McClean detailed various possibilities been researched to try and alleviate the parking problems at the sportsfield.

9.7 York Environment Forum

NTR

9.8 Alms Houses

NTR

9.9 The Meeting Room

NTR

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

The Parish Council noted correspondence as follows –

- Julian Sturdy MP, surgery details
- CYC, proposed amendment to speed limits, A19 Selby Road, Fulford

11: TO REPORT MATTERS RAISED BY MEMBERS:

11.1 Cllr B McClean The Outgang

The Parish Council agreed to pay the charge of £15.00 to obtain a copy of the document detailing ownership of The Outgang. Cllr McClean would order this.

- Please see report from Ward Cllr David Levene attached to the end of these minutes – Christmas Wishes

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

12.1 Bookkeeping records for year ending 31Mar13 to date

The Parish Clerk circulated copies around Parish Councillors.

12.2 Internal Control Check(s)

The Parish Council conducted the VAT Controls and found everything to be in order.

12.3 Internal Audit Report

The Parish Clerk had not done this month's check, so she would do two months worth for the next meeting.

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

NTR

12.5 HMRC Real Time Information/Government Pension Scheme

This was reported on at the last meeting and should be deleted from the agenda.

12.6 Asset Register

Valerie Foote had sent the Parish Council an asset list and copies of various documentations, which the Parish Clerk would work with to create an asset list for the parish council

12.7 Outbuildings

The Chairperson and the Parish Clerk were currently researching the ownership of these buildings, as it was understood that the house next door to the Meeting Room would be for sale next spring, in the meantime the Lengthsman had moved from one building to another, which was water tight.

The Clerk was asked find details of sheds/containers as a suitable replacement.

To request a replacement 2nd dustbin

12.8 Quality Parish Council Scheme (QPS)

The Parish Clerk recommended that as this scheme was under review by NALC, further work should be delayed. The topic would be listed on the agenda of the Annual Parish Meeting until further information was received.

12.9 To approve for payment the invoices as follows:

12.8.1 Parish Clerk	Salary	£256.62	001476
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12.8.2 Lengthsman	Salary	£321.21	001478
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- The Parish Clerk/Chair would redraft the contract for the Lengthsman, incorporating the comments made by Councillors when the original was circulated and re-circulate it around Parish Councillors a.s.a.p.

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

15 January 2013

19 February 2013

19 March 2013

16 April 2013

21 May 2013

18 June 2013

16 July 2013

20 August 2013

17 September 2013

15 October 2013

19 November 2013

17 December 2013

Ward Councillor's Report

Heslington Parish Council, 18th December 2012

There haven't been many significant developments since November's Parish Council, but below is a short update on a few issues.

12 School Lane

Councillors will have seen that the decision was made yesterday to refuse the planning application for a retrospective change of use from a dwelling house to a large HMO. I will not be calling in this decision.

I should say that having met with both the Case Officer and the applicant, and having seen a large amount of documentation relating to the issue, I was struck by the effort the applicant made to cooperate with Council officers and believe they acted in good faith.

Roads

I circulated an email in early December with the news that The Outgang has been added to the patching works schedule, with the work due to be complete by April, weather permitting.

The last monthly survey of the dip in Main Street by the Deramore Arms should have been completed this month, and I will update Parish Council in January what they can expect going forward.

Street Environment

I have been discussing problems with A-boards with the Cabinet Member about what can be done on this issue. There may be further developments in how the Council deals with these in the new year.

I believe a Community Payback request has been submitted for tidying up the grass cutting in the village.

I am expecting a response back from the street cleansing team shortly about what could be done to improve the appearance of The Outgang. However, should this be unsuccessful, this could be something the Parish Council may wish to consider funding.

I would like to formally welcome back Suzanne Prance (suzanne.prance@york.gov.uk) as our Street Environment Officer, who I'm looking forward to working with over the coming months.

Christmas wishes

I'd like wish everyone a Merry Christmas and a Happy New Year, and hope that you all enjoy your rest over the festive season.

I've thoroughly enjoyed my first full year as a Councillor and am looking forward to the next; however, I am in need of a good break, and will be spending it in blissful ignorance and splendid isolation, cut off from the rest of society without internet or mobile phone signal, staying with family in a particularly rustic corner of North Yorkshire. Should anyone need to get in touch I will be picking up my emails on my return on the 4th January.