

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 18 APRIL 2017 AT 7.30PM

Councillors Present: David Blacketer (DB) Peter Hall (PH)
Lady Dorothy Lawton (DL)
Zena Richards (ZR) Jeffrey Stern (JS)

In Attendance: Fiona Hill (FH) - Parish Clerk
Nick Allen

Public Present: 0

Public Session – None

17/157 To accept apologies for absence:

Pauline Bramley (PB), Richard Bramley (RB) and Paula Clements (PC)
Keith Aspden (KA) – CYC Ward Cllr

17/158 To record declarations of interest in items on the agenda:

Local Plan – ZR
Neighbourhood Plan – ZR
Meeting Room - DL

17/159 To confirm the minutes of the Parish Council Meeting held on Tuesday 21 March 2017:

The Minutes were still in draft, so would be approved at the next meeting.
The Minutes from the meeting on Tue21Feb17 were approved

17/160 To discuss matters arising from previous minutes:

1. Main Street Footpath outside Post Office/Shops
KA had emailed confirming that after inspecting the footpath he concluded that it was “Mid-Life”
2. Vacancy
FH would draft a new notice re co-option, which DB would display on the notice board.

17/161 To Discuss, if necessary, long-standing matters:

1. Appearance of village
1.1 Trees along Main Street –
The Parish Council agreed to go ahead with the amended quote from Harry Lowson, CYC and gave a vote of thanks to PB for her assistance with this
Proposed: JS, Seconded: PH, Unanimous
1.2 Village Signs – NTR
1.3 Outgang Parking –
Cllrs agreed that this item could now be removed from the agenda.
Proposed: ZR, Seconded: PH, Unanimous
1.4 Grass Verge outside The Lodge Residential Home
FH would ask KA for a response about possible parking bays on Walnut Close which could possibly accommodate a delivery only parking bay.

1.5 Dog Bin – Low Lane
 FH would ask KA if this could be moved.

2. Highway Matters

2.1 University Road/Cycle Track – NTR

2.2 Standing water near bus stop near gyratory
 FH would ask KA for a response about the blocked drain by the bus stop on Field Lane.

3. City of York Council

3.1 Local Plan – NTR

3.2 Article 4 (2) Direction –
 Nick Allen gave an update on progress so far and what the next steps were and it was agreed that he should continue with the next steps. Proposed JS, Seconded PH, Unanimous

3.3 CYC Community Governance Review - NTR

3.4 Rights of Way –
 It was understood that KA had delivered the map to PB, but this was to confirmed

4. University of York

4.1 Antisocial Behaviour
 Cllrs were keeping a watching brief

5. Neighbourhood Planning
 The Parish Council agreed that:
 - FH could pay the invoice paying back the unused grant
 - DB/BM could apply for £8000.00 from the 2017/2018 Grants
 - £350 could be spent on printing/posting the business survey
 Proposed: DB, Seconded: PH, Unanimous
 The students survey, would be in principle the residents survey, which would be loaded onto Survey Monkey and the software would collate the responses. This would be done in May 2017
 Proposed: DB, Seconded: PH, Unanimous
 There had been a second meeting with the university and the notes would be circulated around Cllrs. The draft collation/summary of the residents survey would be presented to the Working Group at their meeting on 11May17, then the final version would be presented to the Parish Council.

6. Major Events - Yorkshire Marathon –
 Roses Event would take place this weekend

7. Communication-
 - Website – NTR
 - Newsletter –
 DL would speak to the Church about the possibility of including an article in their newsletter

17/162 To receive any matters raised by members of public:
 None

17/163 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
 None

17/164 To report planning decisions by City of York Council:
 None

17/165 To receive reports from representatives of following outside bodies:

1. Ward Councillors - NTR
2. North Yorkshire Police –
The new local policeman has the dates of the meetings
3. Heslington East Community Forum - NTR
4. Good Neighbours Forum - NTR
5. Ouse and Derwent Drainage Board - NTR
6. Sports Field - NTR
7. York Environment Forum

DL reported that the subs (£10.00) were due, so this would be on the next agenda

8. Alms Houses - NTR

9. The Meeting Room

DL reported that the roof and kitchen window works would be done at the end of April 2017 and Nick Allen was Project Manager

9.1 Hearing Loop

DL reported that the Committee did not want to be responsible for maintenance and ongoing costs. PH/DL would act as Project Managers.

10. Fulford & Heslington Ward Team Meeting

Ward Team Meeting	20Apr17	4.00-5.30 p.m.	Heslington/Fulford
Ward Committee Meeting	26Apr17	6.30-8.00 p.m.	Heslington Church

17/166 To receive any new correspondence received by the council:

None

17/167 To receive matters raised by members:

- A.C.V.

FH would obtain an update from CAMRA/CYC

- Taxis

FH would obtain an update from KA

17/168 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)

FH had circulated emails regarding White Rose Update, Broadband Funding and Precepts. Cllrs noted the content

4. Work Place Pensions

NTR

5. To approve the following invoices for payment

5.1	Parish Clerk	Salary	£268.35	001690
5.2	Lengthsman	Salary	£312.00	001691
5.3	Urban Vision	NP	£677.00	001692
5.4	YLCA	Subscription	£525.00	001693

17/169 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting

Room as:

16 May 2017	20 June 2017	
18 July 2017	15 August 2017	19 September 2017
17 October 2017	21 November 2017	19 December 2017

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.