

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM, MAIN STREET  
ON TUESDAY 16 AUGUST 2016 AT 7.00PM

**Councillors Present:** David Blacketer (DB) Pauline Bramley (PB)  
Richard Bramley (RB) Peter Hall (PH)  
Lady Dorothy Lawton (DL) Bill McClean (BM)  
Zena Richards (ZR)

**In Attendance:** Fiona Hill (FH) - Parish Clerk  
CYC Ward Cllr Keith Aspden (KA)

**Public Present:** 5

**Public Session**

The CYC Local Plan Consultation was discussed at length. It was agreed that an extra-ordinary meeting would be arranged, so the Parish Council would have time to reflect on tonight's discussions, discuss further, then draft a response.

**17/53 To accept apologies for absence:**  
Paula Clements (PC)

**17/54 To record declarations of interest in items on the agenda:**  
Local Plan – PB, RB  
SSSI Dog Orders – BP, RB  
Rights of Way – PB, RB  
Sportsfield - BM  
Meeting Room – DL

**17/55 To confirm the minutes of the Parish Council Meeting held on Tuesday 19 July 2016:**  
The Minutes were not approved/signed, as further amendments were necessary.

**17/56 To discuss matters arising from previous minutes:**

1. Village Signs  
The Parish Council were asked for their contribution of £500.00
2. University Road/Cycle Track  
Mike Durkin, CYC responded as follows – *“We will not be carrying out an annual review of the scheme, but we will be keeping an eye on things. We monitor accident records across the whole city every year, and if University Road is identified as a problem we will look more closely at the situation. We are also in regular discussions with the University about various matters, and I am sure if they have any concerns about the safety of students in this area they will raise them with us”.*
3. City of York Local Plan  
See Public Session.
4. Neighbourhood Planning  
A grant of £4600.00 had been approved.
5. Article 4 (2) Direction  
NTR

- 6. CYC Community Governance Review  
FH would chase up Andrew Flecknor, CYC
- 7. Parish Council Vacancy  
NTR

**17/57 To Discuss, if necessary, long-standing matters:**

- 1. Appearance of village  
DB reported that the bench refurbishment and spraying was now complete. DB will liaise with Community payback for edging the footpaths
  - 1.1 Litter/Dog Bins  
KA reported that the order was logged and was awaiting a bulk order
  - 1.2 The Lodge Residential Home – Parking/Obstruction  
NTR
- 2. Rights of way - NTR
- 3. SSSI - NTR
- 4. Highway Matters – Heslington Lane Danger Reduction Scheme/Zebra Crossing near to Holmefield Lane  
The Parish Council discussed this and FH was asked to respond as follows –  
*“The Parish Council discussed this matter at their meeting on Tuesday 16 August 2016 ,are concerned about the proposed scheme and responds as follows:*
  - *The proposed cycle crossing appears very dangerous, allowing and encouraging cyclists to cross Heslington Lane without either looking or stopping. The expectation of motorists is that cyclists will stop, dismount, look and safely cross.*
  - *The extra lampstand opposite Holmefield Lane is not required as the area is already sufficiently illuminated*
  - *An extra light at the zebra crossing would be beneficial .Could it be reduced in height, the preference would be for it to be 3-4 m high, and targeted so that maybe only one light would be required.*
- 5. Major Events - Yorkshire Marathon (Sun09Oct16)/Tour de Yorkshire - NTR
- 6. University of York - NTR
- 7. HMOs - NTR
- 8. Elvington - NTR
- 9. Communication - Website/Newsletter/Broadband/Notice board - NTR

**17/58 To receive any matters raised by members of public:**

- Charles XII Public House, continues to cause nuisance, with loud music, glass tipping and reversing lorries, which is spoiling the quiet enjoyment of amenity for neighbours. FH would contact CYC Environmental Services.
- Deramore Arms was currently closed and it is reported Green King are seeking new tenants. There was concern about local businesses, such as banks, closing. FH was to write to Green King saying that the Heslington community are very disappointed to see the closure of the Deramore Arms, which is considered a valued community asset by Heslington residents.
- The restored benches looked lovely and the Parish Council were thanked for getting this work done

**17/59 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. 16/01789/TCA 9A School Lane  
Letter B – No Objection

**17/60 To report planning decisions by City of York Council:**

- |    |              |                     |          |
|----|--------------|---------------------|----------|
| 1. | 16/01322/FUL | Deramore Arms       | Approval |
| 2. | 16/01386/FUL | Fulford Golf Course | Approval |
| 3. | 16/01613/TCA | 9 Hall Park         | Consent  |

**17/61 To receive reports from representatives of following outside bodies:**

1. Ward Councillors

KA reported that:

- the yellow lines within the village had been refreshed.
- Further applications can be made. Ward funding is still available.
- a new sign had been ordered for The Crescent

2. North Yorkshire Police:

Report cover period 13th July – 8th August 2016

Anti Social Behaviour

18th July: Report of a dispute between neighbours on The Crescent, officers attend, minor argument.

Crimes

No Reported “Crimes” for the village

Roads

1 x Minor Non Injury accident

MISC.

1 x Burglar Alarm (false activation)

1 x Concern for Safety

1 x Missing Person ( located safe & well )

2 x Suspect Circumstances ( everything ok )

University Crimes

1 x Crime “Thefts”

1 x Crime “Sexual”

3. Heslington East Community Forum

NTR

4. Good Neighbours Forum (Next Meeting Mon05Sep16)

NTR

5. Ouse and Derwent Drainage Board

NTR

6. Sports Field

NTR

7. York Environment Forum

Omitted from previous minutes – the Parish Council had agreed DL would continue to attend on behalf of the Parish Council and to pay the subscription of £10.00 for 2016/2017

8. Alms Houses

NTR

9. The Meeting Room

DL reported that due to the closure of the Deramore Arms there was currently no booking point

10. Fulford & Heslington Ward Team Meeting

There is a meeting in Heslington Church on 07 September starting at 6.30 p.m.

**17/62 To receive any new correspondence received by the council:**

KA has responded to an email received regarding fracking

**17/63 To receive matters raised by members:**

None

**17/64 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 and there was some amendments/addition, which FH would deal with

2. Internal Control Check(s)

See completed/signed sheet in finance file

3. Internal Audit

FH reported that the written report had been received, which raised only one issue about grants to churches. FH advised that this report along with advice received from YLCA would be held on file for future reference.

3.1 Risk management

FH advised this was still WIP

3.4 Information Commissioner Office

FH advised this was still WIP

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

NTR

4. Work Place Pensions

NTR

5. To approve the following invoices for payment

6.1	Parish Clerk	Salary	£268.35	001654
6.2	Lengthsman	Salary	£312.00	001656
6.3	Yorkshire Internal Audit Services		£295.00	001657
6.4	Paul Cox Landscaping	Verge Spraying	£198.00	001659
6.5	The House & Garden Handyman	Bench Restorations	£750.00	001660
6.6	Colin Bell	Boiler Service	£93.60	001661
6.7	Heslington Church	Grant - Churchyard	£300.00	001662
6.8	Heslington Village Trust	Grant – Village Signs	£500.00	001663

001655 and 001658 Cheques Cancelled

**17/65 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:**

20 September 2016

18 October 2016

15 November 2016

20 December 2016

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 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](mailto: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.