

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 19 AUGUST 2014 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr Mrs P Bramley (PB) Cllr R Bramley (RB) Cllr C Cadman (CC)
Cllr A Collingwood (AC) Cllr P Hall (PH) Cllr B McClean (BM)
Cllr Z Richards (ZR)

IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk

MEMBERS OF PUBLIC PRESENT:

Eight

Public Session - Wyntonhorpe

This session took place between 7.00-7.30p.m. and a notice was displayed on the notice board and website informing members of the public of the earlier time. This allowed James Irwin and Steve Johnson 30 minutes to give their talk and answer questions. The Parish Clerk was unable to be present for this session. The Parish Council meeting started at 7.30 p.m. Most members of the public left immediately after this session.

1: TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr Lady D Lawton (DL), Cllr J Stern (JS) and Ward Cllr D Levene (WC)

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

PB, RB, AC and ZR – section 4.3 (BM was chairperson for this section)

3: TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 15 JULY 2014:

The Minutes were unanimously approved and signed by the Chairperson. In addition, the June 2014 Minutes were unanimously approved and signed by the Chairperson.

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 Village Signs -

A licence had been obtained in the joint names of Heslington Parish Council and Heslington Village Trust, but without informing the Parish Council. The main concern was the liabilities attached. There was a lengthy discussion, followed by voting -

1. To request CYC cancel the licence immediately:

Proposed: CC Seconded: RB 4 Votes in favour

2. To defer for one month, to discuss further at the next meeting:

Proposed: AC Seconded: BM 3 Votes in favour

Proposal 1 was carried, so FH would write immediately to CYC and inform the Village Trust

4.2 Cycle track along University Road

See 10.1 - report from Cllr Levene

4.3 City of York Local Plan/Neighbourhood Planning

Local Plan The second consultation had now closed

Neighbourhood Plan NTR

4.4 Boundary Commission Review/CYC Community Governance Review
PH reported that Holmefield had been included in the Hull Ward. The Parish Council were dismayed at this error and FH would contact WC urgently.

Yorkshire Water done the repairs, but not cleared the site, so FH would contact them again.

No response had been received, so FH would chase up:

Halifax Estates	-	Outgang
City of Yorkshire Council	-	Article 4
Barclays Bank	-	Litter bin

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

5.1 Bookkeeping records for year ending 31Mar15 to date

FH circulated copies around Parish Councillors.

5.2 Internal Control Check(s)

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

5.3 Internal Audit

FH summarised the matter raised by the Internal Auditor -

~ Payment Approval - All payments, including DDR's, must be shown in the Minutes

~ Bookkeeping - Columns must be included for S137 and VAT (Gross/Net)

Decisions - Especially spending, must be on agenda listed items only

~ Meeting Room - No formal agreement is in place between the Parish Council and the Managing Charity concerning the running of the hall

~ Clerks Expenses - After conducting recent internal audits, YLCA advised -

YLCA has concern that some Parish Clerks are subsidising councils in respect of expenses. This is not acceptable; a parish council is a local authority and needs to ensure that its expenses are fully met. If the clerk does photocopying for the council, he/she needs to present the council with an invoice based on costs only, with no element of profit involved. It is also noted that the clerk works from home but that the council is not reimbursing her for the cost of heat, light and electricity so again, the council is being subsidised, this time by the clerk on a personal basis. The council is advised that it can pay up to £4.00 per week or £18.00 if paid on a monthly basis, tax free to the clerk as a reimbursement payment for these utility services. The maximum that can be paid to an employee to cover home-working expenses is £4.00 and the council will need to adjudge whether, due to the hours worked by the clerk, a lesser amount would be appropriate.

FH will attempt to list her actual expenses since April 2014, so the Parish Council can calculate a figure.

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

The White Rose Update (Jul14) had been circulated by email

5.5 To approve for payment the invoices as follows:

5.5.1	Parish Clerk	Salary	£256.62	001558
5.5.2	Lengthsman	Salary	£256.97	001559

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

6.1 Appearance of village - FH was asked to write to CYC about various gulleys which were blocked, some in need of maintenance
Severe Weather Issues - NTR

- 6.2 Rights of way/SSSI (e.g. Dog Orders)
PB reported that Natural England had requested a £100.00 community grant towards the Tilmire Dog Order signs. This would be included on the next agenda for a decision.
- 6.3 Highway Matters/Major Events (e.g. Marathons)
University Road
See 10.1 - report from Cllr Levene
FH was asked to write to WC as follows - "The Parish Council are very disappointed and concerned about this and would ask for this to be kept under review. They feel a dedicated lay-by is the best way to achieve the key objective of the scheme - to make the area safer for those crossing the road".
FH had circulated the recent email from the Yorkshire Marathon organisers FH was asked to write reminding not to have generators in Church Field working at night.
BM had circulated an email about the recent accident at the chicane on Heslington Lane. FH would write to CYC asking them to re-look at this and at reducing the speed limit from 40 to 30 on Heslington Lane
- 6.4 University of York/HMO's
Freshers Week, Event, Sat04Oct14, 7.00p.m.-Midnight, Heslington East
- 6.5 Elvington
NTR
- 6.6 Communication - Website/Newsletter/Broadband
Website - NTR
Newsletter - NTR
Broadband - NTR

7: TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:
The hedge along Talley Alley is overgrown. FH was asked to write to the Charles X11 Public House asking them to cut back the hedge.

8: 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*

8.1 14/01704/TCA Heslington Hall

Letter B Unanimous

8.2 14/01707/TPO Garrowby Way

Letter B Unanimous

8.3 14/01709/TCA 23 Heslington Lane

This is a within Fulford parish, so no action required.

9. TO RECEIVE PLANNING DECISIONS BY CITY OF YORK COUNCIL:

9.1	14/01142/FUL	Heslington Hall	Permitted
9.2	14/01143/LBC	Heslington Hall	Permitted
9.3	14/00933/FUL	Wentworth College	Permitted
9.4	14/00857/FUL	Lowfield House, Main Street	Approval
9.5	14/00363/FULM	Block D, Vanbrugh College	Permitted

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

10.1 Ward Cllr David Levene

He had emailed as follows - *"Hi Pauline, Really sorry but I've just had to come home from work because I'm feeling unwell, and I think I'm going to have to give apologies for tonight as well.*

The only major thing I was going to say tonight was in regard to the University Road/library crossing decision. Obviously the PC is aware that the decision has been taken to proceed with this scheme. The extent of traffic calming, ie. speed cushions, in the scheme has been substantially reduced, partly due to the PC's feedback, and other aspects of the PC's response in terms of improved signage asking those crossing the road to look both ways etc have also been included. Unfortunately, based on feedback from the bus operators, the University and the Council's Road Safety team, it was not possible to incorporate a dedicated lay-by for the bus. As I said at the previous meeting, the key objective of the scheme is to make the area safer for those crossing the road rather than any particular mechanism to achieve this. While the final design might not be exactly as the Parish would have wanted, I hope they can support that objective. The decision also means a University Road cycle path will go ahead, a major improvement both I and the Parish have been wanting for some time.

Apologies again for absence. David

10.2 North Yorkshire Police

NTR

10.3 Heslington East Community Forum

NTR

10.4 Good Neighbours Forum

NTR

10.5 Ouse and Derwent Drainage Board

NTR

10.6 Sportsfield

NTR

10.7 York Environment Forum

NTR

10.8 Alms Houses

Carter Jonas had emailed - *We are currently having new doors made which will be installed in the coming weeks. Once these have been done the external decoration will be undertaken.*

10.9 The Meeting Room

The emergency lighting should be fitted later this month. The Village Hall would be asked to research a loop hearing system.

PB had booked the room for 24th Feb PC meet.

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

None

12: TO REPORT MATTERS RAISED BY MEMBERS:

None

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

16 September 2014

21 October 2014

20 January 2015

21 April 2015

21 July 2015

20 October 2015

18 November 2014

24 February 2015

19 May 2015

18 August 2015

17 November 2015

16 December 2014

17 March 2015

16 June 2015

15 September 2015

15 December 2015