

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM, MAIN STREET  
ON TUESDAY 20 OCTOBER 2015 AT 7.30PM

**Councillors Present:** Pauline Bramley (PB) Richard Bramley (RB)  
David Blacketer (DB) Paula Clements (PC)  
Michael Dean (MD) Peter Hall (PH)  
Lady Dorothy Lawton (DL) Bill McClean (BM)

**In Attendance:** Fiona Hill (FH) - Parish Clerk  
CYC Ward Cllr K Aspden (KA)  
Margaret Kuby - Manager, Accommodation Services, York University  
Shai Danmole-Ellis, Assistant Head, Halifax College  
Scott Dowson, Welfare and Community Office, Y.U.S.U.

**Public Present:** 1

Public Session - None

**16/64 To accept apologies for absence:**  
Zena Richards (ZR)

**16/65 To record declarations of interest in items on the agenda:**  
4.3 - PB, RB  
5.3 - PB, RB  
9.6 - BM  
9.9 - DL

**16/66 To confirm the minutes of the Parish Council Meeting held on Tuesday 15 September 2015:**  
The Minutes were signed by the Chairperson.

**16/67 To discuss matters arising from previous minutes:**

1. Village Signs  
The Village Trust would be making applications to the Ward Funding and it was agreed that the parish council would support these.
2. Cycle track along University Road  
KA had met with Ian Gillies, CYC who was happy with work done and a further review would only be instigated if specific changes were planned.
3. City of York Local Plan  
KA reported that the working party had received new government figures and new maps would be issued in January 2016
4. Neighbourhood Planning  
BM and DB had met with the university and Martin Grainger, CYC and the working party now needed instruction from the parish council on how to move forward. The parish council asked the working group to - 1. develop a draft the aims and objectives for a neighbourhood plan, 2. identify boundary and reason decision not to use parish boundary.
5. Article 4 (2) Direction  
KA offered to chase up this matter.

1 | 5 Pages

Approved ..... Chairman

Date.....

- 6. CYC Community Governance Review  
FH would chase up Andrew Flecknor, CYC
- 7. Parish Council vacancies  
All vacancies had now been filled

**16/68 To Discuss, if necessary, long-standing matter:**

- 1. Appearance of village  
DB reported on the trial spraying that had been done and advised that the results should show in about two weeks.  
PB reported that the BT telephone kiosk was in a bad state. FH was asked to write to BT
- 1.1 Bench Seat Restorations  
DB had circulated a proposal for the works to be done for a maximum cost of £750.00. On behalf of the parish council, DB had put in an application for Ward Funding. If not granted, the Parish Council agreed to pay for the work. This was unanimously approved.
- 1.2 Grass Cutting  
This item could now be removed
- 2. Rights of way  
NTR
- 3. SSSI - Dog Orders  
PB advised that CYC had opted out of supplying these signs, but it was hoped that Natural England would.
- 4. Highway Matters  
DL advised that Gordon Eastman, York University had cleared the overgrown areas along Boss Lane and he will try to add gravel to the surface area.
- 4.1 Salt  
FH would obtain list from CYC, but known locations were near school, near scout hut, on A64 flyover.
- 5. Major Events - Yorkshire Marathon/Tour de Yorkshire  
Road closure signs were unclear especially at Holmefield
- 6. University of York  
NTR
- 7. HMO's  
NTR
- 8. Elvington  
NTR
- 9. Communication - Website/Newsletter/Broadband/Notice board  
Website - to be updated, work in progress  
Newsletter - NTR  
Broadband - NTR  
Notice Board - NTR

**16/69 To receive any matters raised by members of public:**

- The representatives from the university spoke at length to the meeting about the recent disturbances caused by students at the start of this term. It had been a bigger problem than recent years. HMO's were causing problems to neighbours. The university promised that all issues would be dealt with.
- The recent ram raid on the post office was causing inconvenience to parishioners who could not make their usual purchases. FH was asked to write a letter of support to the post office encouraging them to reinstate this important service to residents as a matter of urgency.

**16/70**

**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 15/02019/FUL Heslington Post Office

Letter D - FH was asked to respond to CYC on behalf of the parish council as follows - "It is the inappropriate design of the door in a Conservation area that was the PC's concern as well as not having applied for permission for the signs".

7.2 15/02030/TCA Walnut House, Walnut Close

Letter C - FH was asked to respond to CYC on behalf of the parish council as follows - "They are happy with the removal, but would request that a replacement is planted of a more appropriate, better located species".

Proposed: DL, Seconded: BM, 5 votes in favour, 3 votes against

7.3 15/02129/TCA Field House, 9A School Lane

Letter B Unanimous

7.4 15/02135/TCA Croft Cottage, Main Street

Letter B Unanimous

7.5 15/02168/TCA Spring Barn, Main Street

Letter C - FH was asked to respond to CYC on behalf of the parish council as follows - "They have no objection to the works as long as the report recommendations including replacement trees are adhered to.

**16/71**

**To report planning decisions by City of York Council:**

1.	13/01437/FUL	Harvest Cottage, 8 Holburns Croft	Withdrawn
2	13/01516/FUL	Bede Cottage, Field Lane	Approved
3	13/03201/FUL	Former Landwith Cottage	Approved
4	14/00363/FULM	Vanbrugh College	Approved
5	14/00924/FULM	B&Q	Approved
6	14/01244/FUL	Vanbrugh College	Approved
7	14/01704/TCA	Heslington Hall	No Objections
8	14/01707/TPO	Garrowby Way	No Objections
9	14/01709/TCA	23 Heslington Way	No Objections
10	14/01981/FUL	22 The Crescent	Refused
11	14/02158/FULL	2 Paddock Close, School Lane	Withdrawn
12	14/02245/FULM	Sports Centre	Approved
13	14/02386/FUL	Wentworth College	Approved
14	14/2788/FUL	2 Paddock Close, School Lane	Approved
15	14/02776/FULM	Vanbrugh Collage	Approved
16	14/02881/FUL	Biology Dept., Wentworth Way	Approved

**16/72**

**To receive reports from representatives of following outside bodies:**

1. Ward Councillors

KA advised that there will be a consultation regarding yellow lines on both side of The Outgang.

1.1 Ward Funding

The Fulford & Heslington Ward Committee meetings are on 26Oct15 and 23Nov15, so any applications should be submitted by then.

2. North Yorkshire Police

FH had circulated an email report from PCSO Barge and details are attached to these minutes

3. Heslington East Community Forum

PB/PH attended the meeting on 05Oct15, when projections for the next five years were discussed.

4. Good Neighbours Forum

The new deputy vice-chancellor had not arranged a date. KA had a meeting arranged with him, so would raise the issue.

5. Ouse and Derwent Drainage Board

RB advised there was a meeting today. There were discussions about the 40 temporary spaces near the sports centre and the lake discharge.

6. Sports Field

NTR

7. York Environment Forum

NTR

8. Alms Houses

NTR

9. The Meeting Room

DL reported that the finances were healthy. The signs/finger posts enquiries were ongoing. British Gas ran out of grant funding before the roof insulation was done, but it was hoped this would be done in future. The floor needs repair and the kitchen needs decorating. The roof may need some work. The broken coat stand and been replaced by hooks.

**16/73 To receive any new correspondence received by the council:**

None

**16/74 To receive matters raised by members:**

None

**16/75 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

2. Internal Control Check(s)

The Parish Council conducted the monthly internal control checks and found everything to be in order.

3. External Audit Report

FH reported that this had now been completed and there was just a comment that the Council Tax Support Grant had been incorrectly included in the precept box

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

4.1 Document Retention Policy

This was unanimously approved and signed by the Chairperson.

5. Budget/Precept 2016-2017

FH asked Cllrs to think about this, so it could be drafted at the Nov15/Dec15 meetings ready for approval in January 2016

6. To approve the following invoices for payment

6.1	Heslington Church	Grant	£300.00	001608
6.2	Parish Clerk	Salary	£265.61	001609
6.3	Lengthsman	Salary	£256.97	001610
6.4	HMRC	PAYE	£589.97	001611
6.5	PKF Littlejohn	External Audit	£120.00	001612
6.6	Cllr D Blacker	Planning Conference	£132.00	001613
6.7	Paul Cox Landscapes	Spraying Herbicide	£150.00	001614

**16/76 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:**

17 November 2015	15 December 2015	
19 January 2016	16 February 2016	15 March 2016
19 April 2016	17 May 2016	21 June 2016
19 July 2016	16 August 2016	20 September 2016
18 October 2016	15 November 2016	20 December 2016

**Police Report cover period 12<sup>th</sup> September – 17<sup>th</sup> October 2015**

**Anti Social Behaviour**

12<sup>th</sup> Youths throwing apples on University Road, three spoken too.

13<sup>th</sup> Youths on University road shinning Laser Pens at passing vehicles.

27<sup>th</sup> Report of a drunk female standing on the top of a car in Main Street, no reported damage.

**Suspicious Behaviour**

3 x reports, everything alright following officer attendance.

**Concern for Safety**

2 x incidents reported regarding concern, both checked and everything alright.

**Traffic Incidents**

25<sup>th</sup> Sept car into a ditch on A64, no injuries and vehicle recovered.

3 x minor road incidents.

**Crimes**

15<sup>th</sup> Oct Commercial Burglary at the Nat West Bank, ATM machine removed from the front of the building, early stage of the investigation with enquiries on-going.

28<sup>th</sup> Sept Male issued a Cannabis Warning on Low Lane after been found in possession of a small amount.

6<sup>th</sup> Oct Theft of lead from the roof of a building belonging to the university on Heslington Lane.

**University Crimes**

13 x further crimes reported at the University, the majority of these been cycles that have been reported as stolen, patrols increased in the area that has resulted in several youths getting arrested and charged with cycle theft.