

HESLINGTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING HELD IN THE MEETING ROOM, HESLINGTON ON TUESDAY 20 MAY 2014 AT 7.00P.M.

Twelve parishioners, including eight Parish Councillors were present:

Cllr Mrs P Bramley (Chairperson)	Cllr R Bramley
Cllr C Cadman	Cllr P Hall
Cllr B McClean	Cllr Mrs Z Richards
Cllr J Stern	Cllr Mrs J Visick

In attendance:

Fiona Hill – Locum Parish Clerk
P.C.S.O. Jon-Mark Buchanan – North Yorkshire Police
P.C.S.O. Tony Barge, North Yorkshire Police
Maurice Dodson – Heslington Sportsfield Management Committee

- To accept apologies for absence and reasons given:*
Parish Councillor Lady Dot Lawton
CYC Ward Cllr David Levene
James Irwin, Halifax Estates
Revd Johannes Nobel – Heslington Church
- Confirmation of the minutes of the Annual Parish Meeting held on 21 May 2013:*
Unanimously agreed and signed by the Chairperson – Parish Cllr Mrs Bramley
- To receive the Annual Report of the Heslington Parish Council:*
Copies were available on the night and is attached to these minutes
- Representations/Reports by:*
 - North Yorkshire Police – P.C.S.O.'s Tony Barge and Jon-Mark Buchanan
P.C.S.O. Buchanan is now covering the Fulford area and P.C.S.O. Barge is now covering the Heslington area.
They gave details of the current issues and agreed to submit monthly reports even if unable to attend meetings due to shifts.
 - Heslington Sportsfield Management Committee – Maurice Dodson
Report was given verbally on the night and a written copy is attached to these minutes along with a finance report
 - Heslington Meeting Room
The committee submitted a written report, which is attached to these minutes

Heslington Church and The Village Trust were also invited to report to this meeting, but nothing was received.
- Parishioners question and answer session:*
None

Chairman's Signature.....

Date.....

HESLINGTON PARISH COUNCIL

ANNUAL REPORT

01 APRIL 2013 – 31 MARCH 2014

A warm welcome to all parishioners.

We appreciate the support of the various residents who come along to the Parish Council meetings and hope to see more of you in the future.

Your constructive comments, positive ideas, and practical suggestions are always welcome

The 2nd consultation on the draft Local Plan is due to start very soon. Amendments have been made to the site boundary of the Whinthorpe site which falls within Heslington Parish. The proposed area, presently farmed land, has increased –though its intended usage remains the same – a housing estate for 5,800 houses and safeguarded land for “business and commercial use” and also for University of York future development. This time we hope there will be details on accesses, roads, protection to the environment, etc

Consultation is the opportunity for residents to express their views, in writing, to City Of York Council within the 6 week consultation period and the Parish Council urge you, as individuals, to do so.

The Parish Council has been discussing the possibility of developing a Neighborhood Plan. It appears to be a lengthy, complicated process and will need City of York Council’s approval before it can be adopted. It is again on the agenda for the May Parish Council meeting that follows on tonight at 7.30pm. Should it be agreed to form an initial working party to begin the process, any resident would be most welcome to be included.

This year, after careful consideration of the budget and finances, the Parish Council, regretfully had to increase the Parish Precept to prevent a “shortfall”. Councillors, with the Clerk’s help, work hard to keep the precept to a practical level and to spend it prudently for the benefit of the Parish.

We continue to press for the proposed cycle track on University Road and for improvements to the local road surfaces, the sewage and drainage system. Recently the footpath on Field Lane has been resurfaced.

Presently, the challenge is the daffodils in Main Street. There are many different views on how to sort the problem and I believe a compromise will need to be made. . This will be discussed in the following meeting.

Our thanks go to

- The new Meeting Room committee, for their sterling work. We, wish them well. We continue to work alongside giving help where we can
- Dave, our lengthsman, for his hard work and willing disposition.
- Paula, for looking after the website
- Bill, for producing the newsletter
- David Levene, our York Councillor, for his help and support.
- Fiona, our Parish Clerk, for her excellent skills and for keeping us “on the straight and narrow”
- Thank you to those many Residents who take a pride in the Village, helping to maintain its attractive appearance
- Final thanks go to my fellow Councillors, for all their support and help during the year. We might not always agree with each other’s views but all have the same commitment to the careful preservation of the parish and to serve our community.

Parish Councillor Mrs Pauline Bramley, Chairperson

The Parish Councillors for this year were:

Mrs Pauline Bramley, Mr Richard Bramley, Mr Chris Cadman, Mr Andrew Collingwood, Mr Peter Hall, Lady Dorothy Lawton, Mr Bill McClean, Mrs Zena Richards, Mr Jeffrey Stern

The Parish Council Parish Clerk/Responsible Financial Officer - Fiona Hill.

HESLINGTON PARISH COUNCIL

FINANCIAL REPORT - 01 APRIL 2013/31 MARCH 2014

Receipts:

CYC Precept	11950.00
Local Plan - The Village Trust Contribution	500.00
CYC Double Taxation	184.40
VAT Refund	27.00
Bank Interest	11.49

12672.89

Payments:

Salaries	7464.96
Capital Projects	239.97
Insurance	516.25
Loan Repayments	1145.51
Grass Cutting	288.00
Membership Fees	432.00
Local Plan	1934.00
Audit Fees	400.00
VAT (To Reclaim)	245.46
Newsletter printing	98.00
Misc	0.00
Grants	500.00

13264.15

Brought forward 01 April 2012

9772.21

Excess income/expenditure

-591.26

9180.95

Cash in hand

0.00

Current account

1997.74

Investment account

7183.21

9180.95

Heslington Sportsfield

Last year saw the completion of the comprehensive refurbishment of the interior the Pavilion. This year the exterior, including decking, paving and paths, was finished. This together with new gates and fencing have been improved the appearance and as well the security of the Pavilion. It is now a most attractive and well-equipped facility, which is available for hire. We expect it to be very popular.

The architect and builders and others who were involved in the refurbishment can take great credit for what is a real asset for the village. It would not have been possible however without the generous financial support from the Heslington Parish Council, the City of York Council, the Football Foundation and individual donors. The Committee is very grateful to them and hopes that they feel that their money has been well spent.

A gate has been placed near Halifax College to allow parking over weekends for people going to the Sportsfield. This should relieve the serious congestion that can occur in the Outgang when a number of matches are being played. We are very grateful to Halifax College for its cooperation in this matter.

Cricket and football continue to flourish. Players are of all ages but we are pleased that the girls' football is particularly popular. Anyone, young or old, interested in playing would be very welcome.

The children's play equipment is very popular and is in constant use but is beginning to wear out. Upgrading or replacing is a current priority and seeking funding has begun. We are keen to have input on the equipment and location from the village.

Our financial position is satisfactory: our current account is reasonably healthy but our reserves are low. Nevertheless, considering the outgoings incurred with the refurbishment, the position could be much worse. Restoring the level of reserves over the next year is a priority, particularly in view of the play equipment plans.

The year has been busy but a lot has been achieved, thanks to the commitment and hard work of the Committee. I expect next year will be another busy one!

Maurice Dodson,
Chair, Heslington Sportsfield Management Committee

Heslington Sportsfield Management Committee

<u>Income</u>	<u>2014</u>	<u>2013</u>	<u>Expenditure</u>	<u>2014</u>	<u>2013</u>
CSCC	500	625	Maintenance & repairs	1390	1585
Fulford Juniors	450	1060	Insurance	639	562
			Water and Sewage	278	195
City of York CYC	1390		Gas	229	253
Heslington PC			Electric	537	125
N Power		273	Rates	79	90
Potato Competition	160	204			
Heslington Football	646	576			
Fulford Juniors (interim)		600	Sundry Costs	36	
Interest		35	Drain Cleaning		100
Donation	50		Refurbishment		65182
			Hire of Hall		18
Football Foundation		26271			
York Council Grant for Refurbishment		1390			
Heslington PC Grant		2500			
Heslington PC Grant		150			
	3196	33684		3188	68110
Excess of Expenditure over Income		34426	Excess of Income over Expenditure	8	
	3196	68110		3196	68110

Statement of Affairs as at 31st March 2014

<u>Current Assets</u>	<u>2014</u>	<u>2013</u>
Deposit account - Unrestricted	346	344
Current Account - Unrestricted	1310	1280
	<hr/>	<hr/>
	1656	1624

Notes

For Season 2013/2014 income from Heslington FC and Fulford Juniors are outstanding.

The present committee for the **Heslington Meeting Room** was appointed in **January 2014** :

Peter Atkinson – chair
Liz Boreham – Secretary
Nick Allen – Village Trust representative

Lady Dorothy Lawton – treasurer
Chris Cadman – P.C. representative

Jacquie Chainey

The committee meets on a monthly basis, and has proceeded to assess both the financial situation and the fabric of the Meeting Room.

Progress has been made in the following areas:

1. Equal Opportunities – the policy outlined by the previous committee was checked and adopted by the present committee.
2. Bookings – a new system has been devised and set in place via the Deramore Arms. The hiring costs have been revised and a deposit is now required.
3. Rural Action Yorkshire – the committee has joined RAY, which has proved helpful in providing guidance and information e.g. re child protection.
4. The fire and gas checks are up to date.
5. 3 signatories have been arranged with NatWest bank.
6. Financial situation – please see treasurer's report.
7. Maintenance allowance – an estimated allowance has been devised, for just under £4,000 p.a.
8. Music license – The PRS license is now in place.
9. Checking the Meeting Room – a rota of committee members ensures that the building is checked on a regular basis.
10. There is now a comprehensive list of key holders.
11. Cleaning – the committee now employs a cleaner 2 hrs a week.
12. An asset register is being established.
13. The main door – the structure has been assessed, and will continue to be monitored. Bolts have been replaced.
14. Lighting – this was felt to be inadequate in the main hall and has been updated, with increased wattage and new shades.
15. Garden – this is being maintained. The grass has been cut and the front flower bed weeded by committee members.
16. Bookings – we have, unfortunately, lost 3 regular bookings, but other hirers are coming forward and will, hopefully, increase with additional advertising.
17. Heating timer – a new timer has been installed, to ensure that the heating is only on at times to coincide with events.

The committee is in the process of making further progress in the following areas :

1. Insurance – obtaining comprehensive public liability insurance is our priority. We now have a quote and will be putting this in place asap.
2. Booking Form – we are in the process of further revising the booking form to incorporate the 'Action with Communities in Rural England' (ACRE) format. The form will be enlarged to provide increased information for the hirer and protection for the committee.
3. Advertising – a) we are in the process of linking information and photographs to the Parish Council website, and b) we are arranging for advertising flyers to be placed on the village notice board and elsewhere.
4. Insulation – the committee is exploring the possibility of increasing the insulation in the roof, and secondary glazing for the windows is being investigated.
5. The driveway – this is in a poor state of repair. It is planned that the pot holes will be filled in the near future.
6. Emergency lighting is being arranged by the Parish Council.

**HESLINGTON METING ROOM ACCOUNTS FOR
THE YEAR ENDING 31 MARCH 2014**

Credit Balance as 1.4.13

Current Account (Nat West) **£7,893.82**

Income in 2013/2014

Room Hire (see attached list)	£2,451.26
Bank Interest	£49.02
	<u>£2,500.28</u>

Expenditure in 2013/2014

Gas (see note below)	£346.10
Electricity	£142.00
Water	£123.07
Boiler Service	£92.40
Fire Service	£43.18
Grass Cutting	£175.00
Cleaning	£87.54
Business Rates	£153.08
Decorating	£290.00
Joinery	£111.50
Rural Action Yorkshire	£35.00
Music Licence (PRS)	£106.80
New Keys	£20.00
	<u>£1,725.67</u>

Excess of Income over Expenditure **£774.61**

Credit Balance at 31.3.14

Balance at 1.4.13 + Excess of Income over Expenditure **£8,668.43**

Credit Balance at 31.3.14 comprises

Current Account (Nat West)	£2,611.15
Bonus Saver Account (Nat West)	£6,049.02
Cash in Hand	£8.26
	<u>£8,668.43</u>

Note: No gas bills were received for the period up to 19 September 2013 so this does not represent a full year's gas usage.