

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM ON TUESDAY 18 DECEMBER 2018 AT 7.30PM

Councillors Present: Pauline Bramley (PB) David Blacketer (DB)
Richard Bramley (RB) John Garner (JG)
Peter Hall (PH) Rose Hilton (RH)
Lady Dot Lawton (DL)

In Attendance: Fiona Hill (FH) - Parish Clerk
CYC Ward Cllr Keith Aspden (KA)
A North Yorkshire Police PCSO

Public Present: 3

Public Session:

- A representative from the York University Students Union attended to discuss the issues of litter and anti-social behaviour. He gave details of the steps taken by the university to address this issue and the council gave examples of the issues.
- The Spring Lane sign had been removed from the listed wall and planning permission was required to replace it. The road is private and the owner is unknown. It was felt that a sign was needed, so emergency services and delivery companies could find addresses. The design of a replacement sign would be needed along with agreement of where it would be sited and who would pay for it.

19/99 To accept apologies for absence:
Parish Councillor Zena Richards (ZR)

19/100 To record declarations of interest in items on the agenda: None

19/101 To confirm the minutes of the Parish Council Meeting held on Tuesday 20 November 2018:
These minutes along with those for the extra-ordinary meeting on Tue04Dec18 were approved and signed by the Chairperson.

19/102 To consider any applications received for the vacancy on the Parish Council:
Ms B Heap confirmed her interest in the vacancy and introduced herself to members, and then this matter was deferred to Closed Session.

19/103 To discuss matters arising from previous minutes: None

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Approved Chairman

Date.....

University Road –Action FH to write to University Registrar to request more information about the timescale for addressing the safety issues highlighted

Proposed Base Station Upgrade – Green Dykes Lane – received/no comment

19/104 To Discuss, if necessary, long-standing matters:

1. Appearance of village – KA had met with Richard Hall, Community Liaison Officer, Virgin Media about the unpainted boxes. There was insufficient funding for three dog fouling sign along Tally Alley, so it would be done via Ward Funding. FH to put in an application

2. Highway Matters

- KA was asked to inspect/report potholes on Common Lane, Long Lane, Langwith Stray, Main Street West, Hall Park and School Lane.

- Graffiti had appeared on a wall along Main Street/ Back Lane.. KA advised that Iain Dunn, CYC would provide equipment and training for chemical removal kits. KA offered to speak to Fulford PC, as a member had received the training/equipment and may, for a fee, deal with this. The Parish Council asked him to approach Fulford PC.

3. City of York Council

3.1 Article 4 (2) Direction – Nick Allen is awaiting a response from Edward Freedman, CYC

3.2 Encroachment onto footpath on 23/25 Main Street – This item can now be removed from agenda.

3.3 Footpath on University Road – obstructed by root growth – CYC and the university had conducted a site visit and there were complications, which would make the works expensive. The university were happy to move the fence, and then CYC could rearrange the footpath. KA suggested this may be Ward Funded.

4. University of York

4.1 Antisocial Behaviour – See Public Session 1 incident reported Main St 3.45am 28th Nov - rowdy behaviour-reported to University

5. Neighbourhood Planning – DB circulated a report by email which gave updates on finances and progress of the Working group. The Parish Council approved the key documents and draft timetable for pre-submission to progress.

6. Communication: PH would draft the next edition of the newsletter in time for the January 2019 meeting. The Quickline 4G trials had not worked at all premises, so the Parish Council would write to the CYC Chief Executive and Julian Sturdy MP after discussing the options at the next meeting.

Local Plan - KA reported that the planning inspector had agreed to an early hearing on the issues of greenbelt, housing and the duty to cooperate.

Community Governance Review – KA assured the Parish Council that this would be completed by February 2019.

19/105 To receive any matters raised by members of public: None

Spring Lane Sign KA to continue to follow this up with CYC

19/106 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 – the CYC Planning Dept appears disorganised and comments are not appearing promptly on the portal.

19/107 To report planning decisions by City of York Council: None

19/108 To receive reports from representatives of following outside bodies:

- Ward Councillors – FH would forward the request for cycle racks to KA. 2. North Yorkshire Police – The latest report had been circulated by email. None received – verbal report given at meet
3. Heslington East Community Forums – NTR
 4. Good Neighbours Forum – PB would contact the University Registrar to request a timescale for addressing the safety issues with University Road. PB would follow up her conversation with Stephen Talboys regarding signage.
 5. Ouse and Derwent Drainage Board – NTR
 6. Sports Field – NTR
 7. York Environment Forum – NTR
 8. Alms Houses – NTR
 9. The Meeting Room – DL advised that the next work to be done were decorating the Main Hall and Lobby, and then refurbishing the toilets.
 10. Fulford & Heslington Ward – The next meeting is on 09Jan19.

19/109 To receive any new correspondence received by the council:

1. CYC – Application to record a footpath in the woodland west of Windmill Lane
The Parish Council unanimously agreed to the best of their knowledge an informal footpath had been there for many years and the Parish Council would support its formal adoption, proposed DB, seconded RH. FH to respond to the application

From a resident- “Yorkshire Water spent a couple of hours checking drains and sewers in School Lane, The Crescent and Low Lane. Apparently the capacity of the pipe in School Lane is only 150cm(?) whilst that in The Crescent is 350 so obviously it's much narrower in School Lane which means water cannot flow as quickly which doesn't help when there's heavy rain/flooding. Additionally, there is a large amount of fresh water (from the land?) discharging into pipe leading from The Crescent and, due to some contraption in the sewer, this large flow prevents the flow from School Lane escaping as quickly as it should. They are now investigating a remedy to this contraption so that the flow from School Lane is not impeded and where the fresh water is discharging from into The Crescent. Highly unlikely that the Victorian pipe/sewer in School Lane will be replaced though as this would be very expensive. Added to this the speed bump in the road channels surplus water into properties. **FH to write to Yorkshire Water - very pleased they are looking at this and would like to be kept updated on the work and timescale proposed**

19/110 To receive matters raised by members: None

19/111 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 18 to date
FH circulated copies of a bank reconciliation dated 10 December 2018 showing a balance of £31808.10, along with an income & expenditure report.
2. Financial management - Internal Controls, Property/Asset Checks, Internal/External Audits, GDPR
2.1 Budget/Precept 2019-2020
The Parish Council approved a precept of £16000.00, 6 votes in favour, 1 abstention (PH).

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Approved Chairman Date.....

3. Matters raised with/by Yorkshire Local Councils Association (YLCA) **Info/updates emailed to Cllrs. Now on Twitter and opened a telephone service one evening a week. Next meet 7th Feb**

4. To approve the following invoices for payment

4.1	Lengthsman	Salary	£339.33001784
4.2	Parish Clerk	Salary	£280.33001785

19/112 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

18Dec18, 15Jan19, 19Feb19, 19Mar19, 16Apr19, 21May19, 18Jun19, 16Jul19, 20Aug19, 07Sep19, 15Oct19, 19Nov19, 17Dec19

Please Note: The Parish Council is keeping a watching brief on items reported, but awaiting intervention and will include on the agenda as and when specific information to report:

1. City of York Council/Ward Cllr Keith Aspden
 - Virgin Media Boxes Requested: paint green
 - Dog fouling/Tally Alley Requested: refresh signs
 - Play Area Requested: improve signage en-route
 - Sunken Road Church Lane/Field Lane Requested: repair
 - Collapsed Man Hole/Main Street Requested: repair
 - Local Plan Requested: updates
 - Community Governance Review Requested: order approved before elections May19
 - Main Street parking bays Requested: review of parking bay times
 - Villages benches Requested: new one
2. University of York
 - University Road /Road safety concerns Requested: review master plan

Signs FH/PB to follow up with Stephen Talboys

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

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Approved Chairman

Date.....

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	Done
4. Write to your staff	Done
5. Declare your compliance	Done