

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 17 DECEMBER 2013 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr P Bramley (PB)

Cllr R Bramley (RB)

Cllr C Cadman (CC)

Cllr P Hall (PH)

Cllr B McClean (BM)

Cllr Z Richards (ZR)

IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk

P.C. Jon-Mark Bucanon, North Yorkshire Police (JB)

Fulford Ward Cllr Keith Aspden

Andrew Flecknor (AF) and Chris Twells (CT), CYC

Richard Frost, Primary School Governor

Nick Allen, Village Trust

MEMBERS OF PUBLIC PRESENT:

One

Public Session – Richard Frost spoke at length about –
(1) the Local Government Boundary Review and the impact it would have on Heslington.
(2) the proposed re-building of the local primary school

1: TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr A Collingwood (AC)

Cllr Lady D Lawton (DL)

Ward Cllr D Levene (WC)

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

PB, RB and ZR – section 4.5

3: TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 19 NOVEMBER 2013:

The Minutes were unanimously approved

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 Appearance of village

The bin on the Outgang had been emptied, but it was unclear if this would be done regularly. CYC will clean gulleys and footpaths next week.

4.2 Severe Weather Issues

NTR

4.3 Village Signs

NTR

4.4 Cycle track along University Road

NTR

4.5 City of York Local Plan

NTR

4.6 Boundary Commission Review

AF and CT advised the Parish Council on the Community Governance Review procedure, which would result from the Boundary Commission Review. This appeared to be confusing for everyone, but were assured it would be clarified when consultation began early 2014.

- 4.7 Dog Orders
FH had written to Natural England, but a brief case study was required, which PB and RB would assist with
- 4.8 Neighbourhood Planning
NTR
- 4.9 Holmfield Lane Signs
FH had misunderstood and WC was not dealing with this, so she would resend the information to Jane Grenville, Good Neighbours Forum
- 4.10 CYC HMO's Consultation
Cllrs agreed to circulate a map, starting with BM, marking on properties that they knew to be HMO's.
- 4.11 Parish Council Vacancy
FH was asked to draft a co-option notice for the notice board and website.

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

- 5.1 Highway Matters
FH was asked to contact CYC about applying tar and chip to Langwith Stray, Common Lane and Long Lane, as they have done in the past
 - 5.1.1 Yorkshire Marathon
FH had contacted the organizers via the website contact form, but would try contacting Sara Birkinshaw directly
- 5.2 University of York
NTR
- 5.3 Elvington
NTR
- 5.4 Communication - Heslington Village Website/ Parish Newsletter
BM was planning the next newsletter for Jan/Feb 2014

6: TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:

None

7: 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 13/03528/FUL – Walnut Farm, Main Street

Letter B

7.2 13/03716/FUL - Sinclair Properties, The Village Shop, Main Street

Letter B

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

- 8.1 13/03196/FUL Harvest Cottage, 8 Holburns Approval
- 8.2 13/03253/FUL 1, The Outgang Approval

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

- 9.1 Ward Cllr David Levene
Written report attached
- 9.2 North Yorkshire Police
JB reported that crime was continuing to be low, but bicycle thefts remain a problem.
- 9.3 Heslington East Community Forum
Details have been received about the proposed Velodrome. The Parish Council should be consulted as part of the planning process.
- 9.4 Good Neighbours Forum
NTR
- 9.5 Ouse and Derwent Drainage Board
Gordon Eastman, had agreed to arrange access to allow inspections of the outlet from the main lake
- 9.6 Sportsfield
NTR
- 9.7 York Environment Forum
NTR
- 9.8 Alms Houses
NTR
- 9.9 The Meeting Room
PB & CC had met with some Committee members to pass on the information received from the Auditor, Insurance and Fire Audit
As yet, the Committee has not been formalized.

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

- Local Government Boundary Commission – Final Recommendations

11: TO REPORT MATTERS RAISED BY MEMBERS:

None

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

12.1 Bookkeeping records for year ending 31Mar14 to date
The Parish Clerk circulated copies around Parish Councillors.

12.2 Internal Control Check(s)

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

12.3 Matters raised with/by Yorkshire Local councils Association (YLCA)
FH had circulated her notes from the Code of Conduct course that she had attended and she gave a brief verbal summary.

12.4 Budget Precept 2014/15

Agreed as shown below

Proposed – BM

Seconded – PH

In Favour – 5

Against – 1 (CC)

12.5 To approve for payment the invoices as follows:

12.6.1	Parish Clerk	Salary	£256.62	001533
12.6.2	Lengthsman	Work Done	£321.21	001534

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

21 January 2014	18 February 2014	18 March 2014
15 April 2014	20 May 2014	17 June 2014
15 July 2014	19 August 2014	16 September 2014
21 October 2014	18 November 2014	16 December 2014

Ward Councillor's Report – Heslington Parish Council, 17th December 2013

Tonight's Parish Council clashes with a budget meeting that was extended at short notice, so unfortunately I am going to have to give my apologies. Below is a brief update.

Parking problems

Parish Councillors will remember a previous discussion about CYC officers reviewing parking arrangements – including time restrictions and road markings – to deal with problems on Main Street. There are obviously also concerns about other areas of the village, such as School Lane.

Officers have now confirmed that the approach they are planning to take, in order to maximise resources and minimise costs, is to conduct a citywide review by compiling a list of all requests across the city and review, report and advertise at the same time. This will likely happen in April and officers have requested interested individuals and groups provide them with a list of their concerns. Tony Clarke (tony.clarke@york.gov.uk) is the officer responsible.

I have also raised the issue of cars illegally blocking drives and the footpath on School Lane with the police at the recent Ward Team meeting.

Ward Team, Residents Forum, and Community Conversation

An Action Plan is being developed based on the following priorities: a well-maintained ward; improved transport and dealing with traffic problems; and improving community cohesion. It is hoped that by developing a meaningful Action Plan and meeting more regularly, the Ward Team can deliver some tangible improvements to the community.

In particular I believe there are benefits to be gained from working closer with the student community, especially around greater volunteering opportunities. With this in mind, the next "Residents Forum" (formerly known as Ward Committees) will be used to promote volunteering activities and opportunities, ranging from Snow and Flood Wardens, to Special Constables, to some of the projects the students are participating in. The possibility of some children's activities are also being looked into. The date for this event has provisionally been set as Saturday 22nd February – we are aware this is in half-term but it was not possible to find a suitable alternative.

The Council has finished scheduling "Community Conversation" events across the city – Heslington's will be on Thursday 4th September 2014 (aware this is a long way off!). This is an opportunity for residents to let the Council – including the Leader, Cllr James Alexander, who will be in attendance – know their views, as well as provide information at a ward and city level.

Review of HMO Policy

Following the recent review of the Article 4 Direction, a report was recently approved to go to Cabinet in the New Year. The report recommends the policy be kept broadly as at present – one recommended change that might be of interest is that the HMO database be formally updated monthly rather than annually, recognising the feedback from some (including the Parish Council in the past) that this should happen more frequently. The report also welcomes residents contributing their local knowledge of HMO locations where there is demonstrable evidence, and recommends this is reflected in the policy.

On a related note, the Council's voluntary accreditation scheme for HMOs has now been launched – this is again reflected in the report. It is hoped that this scheme will improve property standards and will itself be reviewed next year.

Community Governance Review

I have been having some informal discussions with individuals within YUSU and believe an arrangement regarding the future composition of the Parish Council that is acceptable to all parties can be found. I look forward to reading the minutes of the discussion with Andrew Flecknor, who I understand is in attendance.

Yorkshire Marathon feedback

I have been contacted by the Plusnet team asking for feedback and suggested improvements from myself and the local community, particularly about how they liaise and communicate with local residents. I will pass on the comments raised at the last meeting and encourage interested parties to do the same – the contact is Lisa Ashcroft (lisa@theyorkshiramarathon.com).

Street Environment

I am aware we are still waiting for the requested Community Payback hours. I have raised the length of time this has taken and will be asking Rachel Stewart, the Smarter York Officer with responsibility for Heslington, to give an update at the next meeting.

Heslington East Campaign

We now have a draft wording for a petition to improve the facilities available on Heslington East, which I know the Parish Council has previously expressed an interest in. I believe a representative of the Students Union is planning on attending the next meeting to discuss.

I believe that covers the major developments since the last Parish Council – if there is no update, it is very probably because there is nothing to report! My apologies again for my absence, and please do contact me with any problems or queries. Finally, I'd like to wish Parish Councillors and residents a very Merry Christmas and a Happy New Year. 2014 will undoubtedly be a challenging year but I'm looking forward to getting stuck in.

Budget 2014/2015

Income

CYC precept £12910

Total Income £12910

Expenditure

Parish Clerk £3900

Lengthman £3900

Insurance £550

Loan Repayments £1300

Grass Cutting £150

Membership Fees £450

Local Plan £1000

Clerks Expenses £150

Audits £400

Newsletter £200

Miscellaneous £250

Expenditure £12250

Capital Projects £300

Grants £500

Total Expenditure £13050

Surplus/(Deficit) (£140)