

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 19 JUNE 2012 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr Mrs P Bramley (Chairperson) Cllr R Bramle Cllr Lady D Lawton
Cllr B McClean Cllr Mrs Z Richards Cllr J Stern
Cllr Mrs J Visick

IN ATTENDANCE:

Fiona Hill – Parish Clerk
Cllr David Levene – Ward Member
Cllr Mrs M Urmston – Fulford P.C.
Cllr K Aspen – Fulford P.C.

MEMBERS OF PUBLIC PRESENT:

Five

1: TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr P Hall – on holiday

Cllr C Cadman had emailed the Parish Clerk during the meeting to give his apologies as he was unavoidably detained
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2: TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

None

3: TO CONFIRM THE MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL AND THE ORDINARY MEETING OF THE PARISH COUNCIL BOTH HELD ON TUESDAY 15 MAY 2012:

The Annual Meeting Minutes were accepted without amendment

The Ordinary Meeting Minutes were accepted with an amendment, which were made my hand and initialled by the Chairperson.

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 CYC Electronic Planning

The Parish Council had circulated copies of the Overview received from Strensall Ward Cllr Sian Wiseman who had asked for this matter to be brought before the CYC Scrutiny Committee. Cllr Levene advised that he was Chairperson for this committee. The Parish Council discussed this and gave Cllr Levene a summary of the problems experienced.

4.2 Fly-posting/Banners/Planters/Litter Wheelie Bins around village

The Parish Clerk has written to all the banks, businesses and public houses as instructed. The only response received was from NatWest – *“We are writing to advise that these bins do not in fact belong to the branch but actually belong to the premises next door and so should not be placed outside our premises. Our own bin is emptied at the back of our premises”*. Cllr Levene had reported this issue to Alan Kendall, CYC Enforcement Officer who would look into what could be done.

- 4.3 Local Government Boundary Review and
4.4 Empowerment of Town/Parish Councils

The Parish Clerk had written to Julian Sturdy MP who had responded (12Jun12) –

“Thank you for your recent email of 28 May regarding Early Day Motion 2824 and the Local Government Boundary Review. As you are aware I will be unable to attend your meeting on Tuesday 19th June but I am always happy to address any concerns or issues that the Parish Council have.

As I mentioned at the meeting of Parish Councils on March 29th, I am supportive of the content of EDM 2824 (Appeals by Town and Parish Councils) and I have now written to Greg Clark at the Department for Communities and Local Government as a means of expressing my support and requesting his comments. As soon as I receive a response I will of course make sure that you receive a copy.

With regards to the Local Government Boundary Review, submissions are being made to the Local Government Boundary Commission. As you will know, the debate is centre around the size of wards and how many councilors should be allocated to each of the wards, and across the city more generally. Before an agreement is reached on the overall number of councilors for the city, actual ward boundaries will not be considered.

On a personal note, I am supportive of the principle of more one-member wards across the city as I believe they deliver a more local-based form of representation, but such matters will be consulted on fully as the review progresses. I shall, of course, drop you a line as and when further developments take place on both of the above issues.

I shall, of course, drop you a line as and when further developments take place on both of the above issues”.

- 4.5 Control of geese around York University

The Parish Clerk advised that no response had been received to the letters, so she had emailed (18Jun12) Gordon Eastham.

- 4.6 Fly-tipping heaps in gateways along Low Lane

Parish Councillors reported that some had been removed, but more had appeared. Cllr Visick submitted photos taken today. Cllr McClean and the Parish Clerk would continue to chase up the complete removal.

- 4.7 Proposed road changes University Road/Field Lane

Cllr Levene advised that the Aecom results had been received. CYC could not justify any changes until correct signage was in place.

- 4.8 Tree pruning, Main Street, Heslington

The Parish Clerk had received an email from Harry Lowson, Arboricultural Manager, CYC -

“I understand you have contacted the council about trees in Heslington. I manage all York’s Public trees and hold the budgets which are spent on cyclical tree safety inspections then carrying out the recommended safety work. Sadly we don’t have the funds for the general cosmetic pruning of trees if not safety related.

I know there are a number of large protected trees in Main Street and these are inspected every 4 years for safety. From memory I know some nearby residents do complain about odd trees and yet on inspection the issues have generally been found unjustified.

Should the Parish Council itself want to fund any general pruning then some work may be feasible as long as it is not harmful to the trees. I have attached a map showing reference information from the Tree management database which is also available via our web site maps. TPO trees can also be viewed via the maps”.

The Parish Council decided to defer this issue until the November 2012 meeting.

4.9 Boss Lane Flooding

Cllr Lawton had met with Thomas Campion, Halifax Estates, who had taken photos and then spoken to the Halifax Estates Agent, David Lord, It was agreed that something would be done, when they had spoke to the adjoining land owner. Cllr Lawton had emailed to thank them for their assistance to date.

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

5.1 Highway Matters

Cllr Levene reported that –

- he had reported the sinking road near Lime Tree farm
- the shuttle bus should be rerouted by the end of the year
- the illegal parking in the layby near the supermarket on University Road had stopped, as the line were now reinstated, so enforcement could be made.

5.2 University of York/Campus 3/Heslington East

NTR

5.3 Elvington

NTR

5.4 Heslington Village Website

Cllr McClean reported that he had received training from Andrew Collingwood, so was able to keep the website up to date.

5.5 Parish Newsletter

NTR

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

The bus shelter had not been moved after the bus stop was moved on Clifford Street, for the “First No 4” service, so the Parish Clerk was asked to chase this up with CYC.

As a result of the recent storm (09Jun12) Badger Hill was flooded. This was discussed at length and Cllr R Bramley was asked to raise this issue with the drainage board.

7: TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

7.1 12/01082/ADV University of York

It was unanimously agreed that the Parish Clerk should respond as follows: “The Parish Council believes that the neon sign is out of character with the old campus and by default is tacky, so please do not allow”

7.2 12/01749/REMM Germany Beck Site East

The representatives from Fulford P.C. handed out copies of their newsletters from February 2012 and June 2012, and then answered questions on the matter. The Parish Council unanimously agreed that the Parish Clerk should write giving

support to the reasons for objection given by Fulford P.C., highlighting that although the application was not in Heslington Parish it will affect it.

7.3 12/01788/TCNOT 1 Cherry Tree Cottages

It was unanimously agreed that the Parish Clerk should write to advise that the Parish Council had no objections.

7.4 12/01820/OUTM Germany Beck Site East

The representatives from Fulford P.C. handed out copies of their newsletters from February 2012 and June 2012, then answered questions on the matter. The Parish Council unanimously agreed that the Parish Clerk should write giving support to the reasons for objection given by Fulford P.C- highlighting that so much had changed, so a new application should be submitted from scratch.

7.5 12/01882/FUL Sports Centre, Heslington Lane

It was unanimously agreed that the Parish Clerk should write to advise that the Parish Council had no objections.

7.6 12/01930/LBC The Lodge Residential Home

It was unanimously agreed that the Parish Clerk should respond as follows: "The Parish Council strongly objects to this application as it is gross overdevelopment of the site, which would create a serious loss of outside amenity to the residents, which is short sighted and purely commercial".

7.7 12/01931/FUL The Lodge Residential Home

It was unanimously agreed that the Parish Clerk should respond as follows: "The Parish Council strongly objects to this application as it would seriously degrade the status of the listed building consent".

7.8 12/02147/TPO Fairfield, School Lane

It was unanimously agreed that the Parish Clerk should respond as follows: The Parish Council objects to the felling of these two trees, as advised in the original decision, but understands that one tree has already been felled!"

8: TO REPORT PLANNING DECISIONS BY CITY OF YORK COUNCIL:

8.1 12/01242/REMM Approval

8.2 12/01334/TCA Partially Approval/Partially Refused

8.3 12/01335/TCA Partially Approval/Partially Refused

8.4 12/01343/FUL Approval

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

9.1 Ward Cllr David Levene

- the resurfacing of Outgang (to the car park) had been logged for funding following a site visit

- the foliage along Outgang would be cut back partly by CYC and partly by Community Payback

- CYC are aware of the parking issues and would keep a watching brief on the matter

- the dip in the road along Main Street had been logged for inspection

9.2 North Yorkshire Police

P.C.S.O. Jon-Mark Buchanan had emailed to say that he had nothing to report, crime was down by -27% overall. The Parish Clerk was asked to find out when his shifts were, so arrangements could possibly be made to arrange his attendance at a Parish Council meeting.

- 9.3 Yorkshire Local Councils Association
The York Branch Annual Meeting was held on Thursday 31 May 2012 and Cllr Mrs Bramley had attended and matters discussed included: Salt Bins, Local Government Boundary Review, Training Programme, S106 Payments and Code of Conduct. It was reported that the North Yorkshire Playing Fields Association future was uncertain. The next meeting would be September/October 2012.
- 9.4 Heslington East Community Forum
NTR
- 9.5 Good Neighbourhood Forum
NTR
- 9.6 Ouse and Derwent Drainage Board
NTR – the next meeting would be tomorrow
- 9.7 Sportsfield
NTR – the next meeting would to tomorrow and the grand opening 15 June 2012. Cllr Levene would look into Ward Committee available monies, which would be released next week
- 9.8 York Environment Forum
Cllr Lawson had been invited by Gordon Eastman to have lunch with the Green Flag Award Judges and had enjoyed an interesting tour of the University grounds. The Parish Council was invited to a similar tour if they wished one to be organized.
- 9.9 Alms Houses
NTR
- 9.10 Elvington
NTR
- 9.11 The Meeting Room
NTR

Cllr Mrs Visick gave her apologies and left the meeting

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

10.1 CYC Salt Bins

The Parish Council had received several emails regarding future funding of these due to changes in Ward Funding. Cllr Levene confirmed that as neither salt bin in Heslington had been funded by Ward Committee, CYC Highways would pay for filling them.

11: TO REPORT MATTERS RAISED BY MEMBERS:

11.1 Cycle track along University Road

The Parish Council noted the email from Jane Grenville, Chairperson of the Good Neighbour Group (22May12) bringing attention to the findings of the latest annual transport survey which revealed a drop in vehicle traffic and including a link to details of the survey. The Parish Council now wanted the university to get on with a cycle track along University Road, which Cllr Levene advised was a CYC "Priority". The Parish Council also felt the cycle track along Innovation Way could be better defined with improved signage. In addition, there were concerns about the bus stops by the bridge on University Road, on safety grounds.

The Parish Clerk was asked to write to Jonathan Pickles, CYC, who Cllr Levene had spoken to about this.

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

12.1 Bookkeeping records for year ending 31Mar13 to date

The Parish Clerk circulated copies around Parish Councillors. Cllr McClean provided the Parish Clerk with the budget figures for 2012/2013, which she had been unable to find, so she would update the report next month.

12.2 To conduct Internal Control Check(s)

The Parish Council checked the bank statements against the financial reports

12.3 Grant request from Heslington Church

It was agreed to pay them £400.00. Proposed: Cllr R Bramley, Seconded: Cllr Mrs Richards

In Favour: Three votes Against: Two Votes Abstentions: 1 (Cllr Mrs Bramley)

12.4 Road verge grass cutting contract

The grass had been in urgent need of cutting, so Cllr Mrs Bramley had arranged for Chris Hawkswell to cut it. The Parish Clerk was asked to research tender invitations and bench marking for future years.

12.5 Suggestion of parish Council Letter Box at The Meeting Room

This was discussed and it was felt it could become a target for nuisance mailings. Cllr McClean agreed to continue receiving hand delivered timesheets from the lengthsman.

12.6 Localism Act 2011 – The General Power of Competence

The Parish Clerk had circulated the YLCA Advice Note about this matter. The Parish Clerk advised that she had passed the additional module which upgraded her qualification to CiLCA 2012. The Parish Council currently fulfilled the two criteria, but the Parish Clerk advised that training was recommended for Parish Councillors.

12.7 Code of Conduct 2012

YLCA had emailed (28May12/01Jun12) to advise that as a result of the Localism Act 2012 a new code of conduct had been produced, which must be adopted by 01 July 2012. The Parish Council adopted the draft issued by YLCA and this was signed by the Chairperson.

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

The Parish Council noted emailed received regarding – Training Programme, Health Checks, Planning Consultation and Rights of Way Consultation.

12.9 Audit Commission- Appointment of external auditor for 2012/13 and future years

The Parish Council had received notification of the appointment of Littlejohn LLP and the limited assurance audit approach and fees.

12.10 Asset Register

The Parish Clerk had produced the first draft of an asset register, which was placed on file. The Parish Council advised that there should be more items listed – Coronation bench on Main Street near telephone box, Seat opposite church on School Lane/Field Lane junction, the Meeting Room contents, the shed and contents, the Lengthsmans tools. The Parish Clerk would update to register and ensure all items were on the insurance policy.

12.11 Grant Awarding Policy

The Parish Clerk had circulated a draft based on a YLCA template, which was approved by the Parish Council and signed by the Chairperson.

12.12 Training Statement of Intent

The Parish Clerk had circulated a draft based on a YLCA template, which was approved by the Parish Council and signed by the Chairperson.

12.13 Induction Pack

The Parish Clerk had circulated a draft based on a YLCA template and the Parish Council agreed to use it from now on.

12.14 Quality Parish Council Scheme

The Parish Clerk would report on this at the next meeting.

12.15 To approve for payment the invoices as follows:

1215.1 Parish Clerk	Expenses	£13.50	001449
1215.2 Parish Clerk	Salary	£250.50	001450
12.15.3Aon	Insurance	£1143.16	001451

Some additional cheques were signed as follows:

Rural Action Yorkshire	Membership	£35.00	001452
David Murray	Lengthman	£321.21	001453

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

17 July 2012	21 August 2012	18 September 2012
16 October 2012	20 November 2012	18 December 2012

Matters Arising/Action List

from Parish Council Meeting dated 15 May 2012

Done:

To Do:

Parish Council Awaiting Response:

- Barclays Bank - Requested Parish Council account details
- HSBC Bank - Requested Parish Council account details
- Lloyds Bank - Requested Parish Council account details