

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 15 JANUARY ~~2012~~ AT 7.30 P.M.

2013 P.B.

MEMBERS PRESENT:

Cllr Mrs P Bramley Cllr R Bramley Cllr C Cadman Cllr P Hall
Cllr Lady D Lawton Cllr B Mclean Cllr Mrs Z Richards Cllr J Stern
Cllr Mrs J Visick

IN ATTENDANCE:

Fiona Hill – Parish Clerk
Mathew Parkinson, City of York Council
Mike Slater, City of York Council
Two representatives from the Student Union

MEMBERS OF PUBLIC PRESENT:

One

Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:

- Nothing raised, that was not already on the agenda

Mathew Parkinson and Mike Slater gave a power point presentation on Houses in Multiple Occupation (HMO's) and answers questioned raised. This topic was discussed at length in the meeting. (See Attached Notes)

1: TO ACCEPT APOLOGIES FOR ABSENCE:

None

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

None

3: TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY 18 DECEMBER 2012:

The Minutes were accepted with one amendment

4.3- Cllr McClean hadn't responded – the Parish Clerk would respond

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 CYC Electronic Planning
NTR

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

4.3 Local Government Boundary Review
NTR

4.4 Proposed road changes University Road/Field Lane
David Mercer, CYC had emailed to advise that they were aiming to commence the formal consultation shortly and were currently agreeing a format of the leaflet and process/distribution coverage. The Parish Clerk had provided the 2013 meeting dates, as requested, so they could ensure the Parish Council had enough time to meet and discuss the proposals.

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- 4.5 Tree pruning, Main Street, Heslington
The Parish Council had received quotes from two companies –
AM Castle £320.00
Browns Tree Services £450.00 plus VAT
The Parish Council unanimously agreed to accept the quote from AM
Castle and Cllr Bramley would contact them to commence with the work.
- 4.6 Recent Flooding in the Village
NTR
- 4.7 Cycle track along University Road
NTR
- 4.8 Village Signs
NTR

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

- 5.1 Highway Matters
The Parish Clerk was asked to contact CYC to request that the CYC
pavement sweeper/gritter visits the village. Suzanne Prance, CYC advised
that due to lack of resources at the current time, no extra bins could be
provided, so one would not be available for Long Lane. The Parish Clerk
would ask if a heap of salt could be placed on the other side of the bridge
to where one is already placed. She would also ask if the would fill a bin
that was purchased by the Parish Council.
- 5.2 University of York/Campus 3/Heslington East
The main link road spine for buses was closed and a temporary road
created due to collapsing road.
- 5.3 Elvington
NTR
- 5.4 Heslington Village Website
Cllr Mrs Bramley, Cllr McClean and the Parish Clerk would receive
training shortly.
- 5.5 Parish Newsletter
Cllr McClean would draft an edition for circulation in February 2013 and
would include Low Lane tipping and Street Buddies.

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

- Concerns had been raised to the Council re property in The Crescent Cllr Levene would refer it to CYC
- It was reported that Footpath Number 16 was closed yesterday and no prior warning was received. Cllr Levene would research this.
- It was reported that parking was occurring on the single yellow line on Low Lane, as there was not enforcement notice on display. Cllr Levene would look into this.
- It was reported that last Friday there were seven cars parked on the Goodricke Way, this goes against the condition imposed to keep cars off road, on the application for extra car parking for the Catalyst. Cllr Levene would research this.

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 12/03655/FUL 12 School Lane

The Parish Council discussed this application and unanimously agreed to ask the Parish Clerk to respond to CYC as follows:

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Letter D – “The creation of a large HMO’s within a 3 bedroom semi detached property, with all the noise and activity that will result from this would be out of character with the quite village location and would have a negative impact on the immediate neighbour”.

CYC had recently reported that they had not received a reply from the Parish Council for the original application for this property. The Parish Council had reviewed its procedure and when the Parish Clerk submitted the reply to the Planning Department by email, copies would be included to:
The CYC Planning Case Officer(CC)
Ward Councillor (CC)
Parish Council Chairperson (BCC)

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

None

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

9.1 Ward Cllr David Levene

* CYC had completed the monthly scans on the dip in Main Street and had confirmed it was slowly sinking. The next stage would be to drill a trial hole when the weather was better.

* Outgang Clean Up – NTR

* Cycle Path – expecting a decision soon

9.2 North Yorkshire Police – Jon-Mark Buchanan

His forthcoming surgery dates are as follows:

Tuesday 05 February

Tuesday 05 March

Wednesday 17 April

Thursday 16 May

Thursday 20 June

These are all held in the Meeting Room, 1800-1900 hrs

9.3 Heslington East Community Forum

The Minutes of the meeting on 03 Dec12 had been recently circulated by email. The Clerk was asked to write to the Forum - “Heslington Parish Council would like to put a request to the Forum that we meet to discuss, prior to submission, any important and large applications, which have particular external relevance to the local area regarding such matters as transport and housing”. Cllr Levene would support this request, subject to approving the wording.

9.4 Good Neighbourhood Forum

Next meeting March 2013

9.5 Ouse and Derwent Drainage Board

NTR

9.6 Sportsfield

NTR

9.7 York Environment Forum

Cllr Lawton reported that the meeting yesterday was cancelled. At the Dec12 meeting, James Alexander had attended and each member was able to present a “Wish List”. He responded to them all

9.8 Alms Houses

NTR

9.9 The Meeting Room

The Chairperson reported that the house next door to the Meeting Room was to be sold shortly and Richard Toole, University of York had

P.B.

contacted Valerie Foote on 08 January 2013 giving one months notice to terminate the licence for the Outbuildings. She had negotiated one month's extension, but the Parish Council need to purchase a storage container. The Parish Clerk would research this.

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

- CYC had written regarding the precept for 2013/14 and in was unanimously agreed to request the amount of £11950.00, which is no increase on the previous year.
- The Parish Council noted receipt of the Clerks & Councils Direct Magazine

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 31Mar13 to date
The Parish Clerk circulated copies around Parish Councillors.

12.2 Internal Control Check(s)

The Parish Council conducted the Improvements Controls and found everything to be in order.

12.3 Internal Audit Report

The Parish Council now conducted regular Internal Controls including risk assessments, but acknowledged that the fidelity Guarantee was potentially too low and would review this matter at the next renewal.

The Parish Council determined the precept as a result of a budgetary process, which it monitored throughout the year.

12.4 Matters raised with/by Yorkshire Local councils Association (YLCA)
The Parish Clerk reported on the Employment course she attended and she had previously circulated the notes. She would discuss these further, as necessary, with her Personnel Manager.

12.5 Asset Register

The Chairperson and the Parish Clerk had verified the asset register prepared by Valerie Foote and the Parish Clerk would now prepare a draft according to the NALC suggested format.

12.6 Quality Parish Council Scheme (QPS)

The Parish Council unanimously agreed with the advice given by Parish Clerk that as this was subject to a review by NALC, any further work should be delayed until the revised scheme was in place.

12.7 To approve for payment the invoices as follows:

12.7.1	Parish Clerk	Salary	£256.62	001479
12.7.2	David Murray	Work Done	£321.21	001480
12.7.3	CYC	The Outgang, Commons Reg Cert	£15.00	001481

- The Parish Clerk would shortly redraft the contract for the Lengthsman, incorporating the comments made by Councillors when the original was circulated and re-circulate it around Parish Councillors.

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

19 February 2013

19 March 2013

16 April 2013

21 May 2013

18 June 2013

16 July 2013

20 August 2013

17 September 2013

15 October 2013

19 November 2013

17 December 2013

P. Bowley