

HESLINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 19 MARCH 2013 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr C Cadman
Cllr B McClean

Cllr Lady D Lawton
Cllr Mrs Z Richards

Cllr P Hall

IN ATTENDANCE:

Fiona Hill – Parish Clerk
Cllr David Levene – Ward Member

MEMBERS OF PUBLIC PRESENT:

Six

Cllr McClean was chairperson for the meeting
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1: TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr Mrs P Bramley
Cllr J Stern

Cllr R Bramley
Cllr Mrs J Visick

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

None

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

The Minutes were accepted with amendments, which were made my hand and initialled by the Chairperson.

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 CYC Electronic Planning

The CYC Cabinet for Transport, Planning & Sustainability met on Wednesday 13 March 2013 and included on the agenda was to consider recommendations of E Planning Consultation Facilities Scrutiny Review Task Group. It was understood that the recommendations were accepted.

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

4.3 Proposed road changes University Road/Field Lane

The meeting on 04 March 2013 was postponed and it was understood to have been rearranged for Wednesday 10 April 2013.

4.4 Recent flooding in the Parish

Cllr Bramley had reported some of the drains were blocked again, the Parish Clerk would report them.

4.5 Cycle track along University Road

The Parish Council were delighted that cycle track reference 16 had moved up to number two on the CYC Strategic Cycle Route Network Review 2012

4.6 Village Signs

NTR

4.7 Outbuilding/Storage

It was agreed to place an order with ShedsWorlds –

1no Absco Space Super Saver 5ft x 2.7ft (1.53mx0.78m) Zincalume Metal Shed with Free Anchor Kit = £183.99

1no Winchester Weatherproof 49mm Padlock Set with Hasp and Staple.

The Parish Clerk would look at options for emptying the sheds and disposing of items.

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

5.1 Highway Matters

NTR

5.2 University of York

There were concerns that the University were not sticking to the designated parking areas, the Parish Clerk was to write to CYC as this was a breach of planning permission

5.3 Elvington

NTR

5.4 Heslington Village Website

Paula Clements was now starting to update the website, with a clear Terms of Reference (Copy at end of Minutes)

5.5 Parish Newsletter

Cllr McClean advised that the next edition would be prepared for delivery in June 2013.

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

- Cyclists were using the narrow path along Main Street West and were failing to use lights, the Parish Clerk was asked to raise this with the Police and Student Union
- Foul language by those using the sports field were causing offence to families using the adjacent play area. Cllr McClean would speak to the committee.
- Unsightly verges and unkempt planters were an issue and would be discussed at the next meeting.
- Heslington Sewers were struggling to cope and it was agreed that this would be included on the agenda for the next meeting.

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

7.1 13/000360/TCA 3 The Orchard, Walnut Close

It was unanimously agreed that the Parish Clerk should respond as follows: “The Parish Council has no objections”

7.2 13/00440/TCA Heslington Hall

It was unanimously agreed that the parish Clerk should respond as follows: “The Parish Council has no objections”

• 13/00603/TCA

The Parish Council had requested an extension to the reply deadline on this application and CYC had declined as they required a quick response to the application. The Parish Council discussed the application and asked the Parish Clerk to respond advising that it objected to the application as the canopy would be disproportionate to the stem and more than half the height is trunk and feel that just a trim of some branches would be sufficient.

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
NTR (other than those discussed within the meeting)
- 9.2 North Yorkshire Police
NTR
- 9.3 Heslington East Community Forum
NTR
- 9.4 Good Neighbourhood Forum
Roses Week would take place in York this year. The Parish Clerk was asked to contact Mike Brittain requesting a list of dates.
- 9.5 Ouse and Derwent Drainage Board
NTR – the next meeting would be tomorrow
- 9.6 Sportsfield
Cllr McClean reported that the committee were taking the parking problems seriously and looking at the possibility of parking at weekends at Halifax Cottage, York University.
- 9.7 York Environment Forum
The had been a meeting, but there was nothing relevant to Heslington
- 9.8 Alms Houses
NTR
- 9.9 The Meeting Room
The Parish Council agreed to accept the quote from Nick Allen for £100.00 to value for insurance purposes the Meeting Room.

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

- The Parish Clerk confirmed she had lodged a complaint with CYC regarding the planning application 12/03814/ADV regarding the planning approval granted by CYC without allowing the Parish Council to respond within the agreed extended timescale.
- North Yorkshire Fire & rescue Service had written requesting access to inspect the Meeting Room. The Parish Clerk would contact them and arrange a meeting that Cllr McClean would attend

11: TO REPORT MATTERS RAISED BY MEMBERS:

- Cllr Bramley had asked the Parish Clerk to raise the issue of poor road surface on the Heslington – Fulford road. The Parish Clerk was asked to write to CYC asking for it to be repaired to a proper standard.
- Cllr McClean raised the issue of the floodlights at the all weather pitches and it was agreed that Cllr Hall would deal with this via the Good Neighbours Forum.

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 bookkeeping checks and found everything in order.

12.3 Internal Audit Report

The Parish Council now has an asset register, which identifies the items owned by the Parish Council.

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

NTR

12.5 To approve for payment the invoices as follows:

12.5.1	Parish Clerk	Salary	£256.62	001485
12.5.2	Lengthsman	Work Done	£250.50	001486
12.5.3	AM Castle	Tree Pruning	£320.00	001487
12.5.4	York Print Company	Newsletter	£49.00	001488

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

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

Website – Terms Of Reference – Paula Clements

At the Parish Council meeting in February (2013) Terms of Reference were agreed as follows:

- Only Parish Council agendas, approve minutes and newsletters, in PDF format, would be placed on the website
- Any other items, must be approved at a Parish Council meeting BEFORE forwarding to “Website Editor” by either Parish Council Chairperson or Parish Council Clerk

The Parish Council would discuss procedure/policy, a.s.a.p.:

- Other items that the Parish Council may wish to place on the website
- Other items that “Village Organisations” may wish to place on the website