

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 17 JANUARY 2017 AT 7.30PM**

Councillors Present: Pauline Bramley (PB) Richard Bramley (RB)
Paula Clements (PC) Lady Dorothy Lawton (DL)
Bill McClean (BM) Jeffrey Stern (JS)

In Attendance: Fiona Hill (FH) - Parish Clerk
CYC Ward Cllr Keith Aspden (KA)
Sheena Powley, Headteacher, Lord Deramore's Primary School
Richard Frost, Governing Body Chair., Lord Deramore's Primary School

Public Present: 2

Public Session - None

17/118 To accept apologies for absence:
Parish Cllrs David Blacketer (DB), Peter Hall (PH) and Zena Richards (ZR)

17/119 To record declarations of interest in items on the agenda:
Local Plan – PB, RB,
Neighbourhood Plan – PB, RB,
Planning 16/02919/FUL - BM
Sportsfield – BM
Meeting Room - DL

17/120 To confirm the minutes of the Parish Council Meeting held on Tuesday 20 December 2016:
The Minutes were approved/signed.

17/121 To discuss matters arising from previous minutes:
None

17/122 To Discuss, if necessary, long-standing matters:
1. Appearance of village
PB reported that four letting agents had signed up to not using letting boards on HMOs in the area. Parish Council thanked Cllr Levene for the initiative.
DB & RB identified and recorded the Main St's water drain inspection chambers which will be kept on file.
1.1 Trees along Main Street – NTR Agreed to get another estimate.
1.2 Bench – Hesketh Almshouses - NTR
1.3 Community Assets
PH had circulated the evidence by email; the application has gone to CYC. The Parish Council thanked PB for his work.

1.4 Village Signs – NTR

2. Highway Matters

2.1 Lord Deramores Primary School Parking Issues

This was discussed at length with the Head Teacher and Governing Body Chairperson. KA would speak to CYC Officers about the scheme at Strensall Primary School. Richard Frost was not opposed to the idea and would look further into possibilities.

2.2 University Road/Cycle Track – NTR

3. City of York Council

3.1 Local Plan

KA reported that CYC Officers were considering DCLG advice about the MOD site and in about six months there would be another consultation.

3.2 Article 4 (2) Direction – NTR

3.3 CYC Community Governance Review

Andrew Flecknor had emailed to report that this had been approved by Full Council and was now with the legal department.

3.4 Rights of Way – NTR

4. University of York

4.1 Antisocial Behaviour

This was discussed in the extra-ordinary meeting prior to this meeting and separate minutes attached.

5. Neighbourhood Planning

BM reported that CYC had agreed the proposed boundary. Andrew Flecknor had emailed to confirm that the electoral register could not be used for mailing purposes. BM would present a **current** monthly financial report to the Parish Council including a forecast of expenditure. BM reported that the questionnaires had been delivered. BM reported that the consultant and John Lawton were meeting with the university next week.

6. Major Events - Yorkshire Marathon – NTR

7. Communication-

- Website – Currently up to date
- Newsletter – next edition draft circulated.

17/123 To receive any matters raised by members of public:
None

17/124 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

The Parish Council discussed these planning applications and FH was asked to respond as follows:

1. 16/02808/FUL Sports Centre, Heslington Road

Letter C – Unanimous

“The Parish Council agree to this temporarily, but expect it to disappear in the said 3.5 years, once the original parking has been provided”

2. 16/02811/CRC3 Lord Deramores Primary School

Letter B – Unanimous

3. 16/02907/FUL Land to South of Biology F, University of York

Letter B – Unanimous

4. 16/02919/FUL Fulford Golf Course, Heslington Road

Letter B - Unanimous

17/125 To report planning decisions by City of York Council:

None

17/126 To receive reports from representatives of following outside bodies:

1. Ward Councillors

Ward Committee Meetings would be held 22Feb17 at 18.30 in St Oswalds Church Hall and 26Apr17 at 18.30 in Heslington Church

2. North Yorkshire Police:

PCSO Barge had checked again and confirmed that no reports of Anti-Social Behaviour relating to students were reported during the last period. He had also checked the details of the six minor road incidents listed last period, which were:

10/11/16 Vehicle been recovered for having No Road Tax on Main Street

20/11/16 Driver arrested for Drink Driving on the A64

21/11/16 Burst water pipe on Main Street

28/11/16 Minor damage to a cycle after slow speed collision with a car on Newton way

04/12/16 3 x lose horses reported on Outgang Lane

12/12/16 Driver arrested for having no insurance on A64

“Because the parish area also picks up a section on the A64 this can often account for up to 50% of any road incidents, just one point to consider going forward”.

3. Heslington East Community Forum

NTR

4. Good Neighbours Forum

Next Meeting Mon06Feb17. Anti social behaviour on the Agenda

5. Ouse and Derwent Drainage Board

NTR

6. Sports Field

BM designing a notice to submit to Halifax Estate regarding parking. He advised that fines were an option, but not clamping.

7. York Environment Forum

NTR

8. Alms Houses

NTR

9. The Meeting Room

Hearing loop on next month’s Agenda

10. Fulford & Heslington Ward Team Meeting

NTR

17/127 To receive any new correspondence received by the council:

- Mr Holden had written again about the damage to the verges outside the Residential Home. The Parish Council would respond as follows: “Thank you for your email. The Parish Council feels your frustration and are sorry that we are no further forward. We did consider your suggestions. CYC and the PC both felt that installing bollards would just move the problem further along. CYC were not in favour of removing a chicane. Whilst a parked vehicle may obstruct a driver's view when exiting Walnut Close, there appears to be no recorded evidence of any serious incidents. We could again ask the Lodge to consider obtaining parking permits for their staff as to provide more space in their drive to accommodate deliveries. This will be on February Agenda and I hope Keith will be able to provide information on the stones”.

- Ben Pilgrim, Oakgate & Sandby had emailed PB regarding the CYC Local Plan. The email would be forwarded to FH who would respond; "Thank you for your email. As you will be aware, Parish Council meetings are open to the public, so you are most welcome to attend. However, the Parish Council do not feel that a "chat or meet up" is necessary at this stage. If you wish to email any comments on the plans and consultations, I am happy to circulate them to all Parish Councillors."

17/128 To receive matters raised by members:

- Parking on The Outgang was still a concern. KA advised that CYC Officers said that the Parish Council would have to remove its objection to raised edging and yellow line for this to be reconsidered. It was agreed to put this matter on the next agenda for further discussion.
- Botland Farm new build - FH was asked to contact Hare Contractors asking them to keep the road clear of mud.
- Post Office/Browns – residents are been disturbed by early deliveries, so FH was asked to write to them to ask if deliveries could be made during more socially acceptable time slots, preferably after 0630 hrs.

17/129 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 17 to date

The financial report was circulated around Cllrs.

2. Budget/Precept/Reserves

A precept of £14943.00 was unanimously approved, proposed DL, seconded PB

The budget was amended to include £600 for tree works, so this would be re-drafted for the next meeting.

The reserves policy was approved and signed by PB

3. Internal Control Checks

These were deferred until the next meeting

4. Matters raised with/by Yorkshire Local Councils Association (YLCA)

Branch meet 2nd Feb

5. Work Place Pensions

NTR

6. To approve the following invoices for payment

6.1	Parish Clerk	Salary	£268.35	001680
6.2	Lengthsman	Salary	£257.01	001681
6.3	York Print Company	Newsletter	£146.00	001682

17/130 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

21 February 2017	21 March 2017	
18 April 2017	16 May 2017	20 June 2017
18 July 2017	15 August 2017	19 September 2017
17 October 2017	21 November 2017	19 December 2017

Approved Chairman

Date.....

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

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:

Employer pension scheme reference (EPSR)

35LZ

Occupational

Pension scheme registry number (PSR)

12005124

3. Work out who to put into a pension – To Do

This must be done on the Staging Date

4. Write to your staff – To Do

This must be done within six weeks after the Staging Date

5. Declare your compliance – To Do

This must be done within five months after the Staging Date.