

## HESLINGTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MEETING ROOM ON TUESDAY 18 JUNE 2013 AT 7.30 P.M.

#### MEMBERS PRESENT:

Cllr Mrs P Bramley	Cllr R Bramley	Cllr C Cadman
Cllr A Collingwood	Cllr P Hall	Cllr Lady D Lawton
Cllr B McClean	Cllr Mrs Z Richards	Cllr J Stern

#### IN ATTENDANCE:

Fiona Hill – Parish Clerk  
Cllr David Levene – Ward Member

#### MEMBERS OF PUBLIC PRESENT:

Eight

Public Session – Patrick James, representing Halifax Estates spoke at length about his work and what he was doing on behalf of Halifax Estates. Parish Councillors and Members of the public were able to ask him questions and he answered what he was able.

#### 1: TO ACCEPT APOLOGIES FOR ABSENCE:

None

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

Cllr Mrs P Bramley, Cllr R Bramley and Cllr Z Richards – section 4.6  
They would all leave the room for the duration of this section and Cllr McClean would act as Chairperson.

#### 3: TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON TUESDAY 21 MAY 2013:

The Minutes were circulated late, so would be approved at the July 2013 meeting.

#### 4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

- 4.1 CYC Electronic Planning  
Cllrs Lady Lawton had attended a CYC training day and reported that this was going ahead, but large plans would continue in paper form for now. The Parish Council would monitor the situation and consider the possibility of purchasing equipment.
- 4.2 Fly-posting/Banners/Planters/Litter Bins around village  
NTR
- 4.3 Recent flooding/Drains/Sewers in the Parish  
Cllr Levene advised that the CYC Flood Risk Manager had been on holiday, but he would chase this up
- 4.4 Cycle track along University Road  
NTR
- 4.5 Village Signs/Planters/Worn verges  
Cllr Levene would speak to CYC about the worn area outside Browns
- 4.6 City of York Local Plan  
This issue was discussed at length, then the Parish Council agreed to defer the matter to a Closed Session at the end of the meeting.

- The Parish Council agreed that the Boundary Commission Review would be discussed at the next meeting.

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

- 5.1 Highway Matters  
Cllr Levene advised that the work on the speed table should start soon, as CYC had agreed in principle to meet the cost and negotiate with York University about a payment later.
- 5.2 University of York  
Cllr Cadman would look into the reports that contractors were parking in the Church carpark without consent
- 5.3 Elvington  
Cllr Mrs Bramley advised that the recent appeal was rejected, the fines were adjusted and the Council were awarded costs.
- 5.4 Heslington Village Website  
NTR
- 5.5 Parish Newsletter  
Cllr McClean discussed the distribution list and noted some amendments.

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

None

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

- 7.1 13/01437/FUL Harvest Cottage, 8 Holburns Croft  
The Parish Council discussed this application and unanimously agreed that the Parish Clerk should write to CYC and advise that they had no objections.
- 7.2 13/01446/ADV Lloyds Bank, Main Street  
The Parish Council discussed this application and unanimously agreed that the Parish Clerk should write to CYC and advise that they had no objections.
- 7.3 13/01516/FUL Bede House, Field Lane  
The Parish Council discussed this application and unanimously agreed that the Parish Clerk should write to CYC and advise that they had no objections.

**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  
There had been a positive meeting with, David Levene, CYC officers and several Members of the Forum to discuss the S106 agreement. There are limitations because the document is not well written. The Parish Clerk was asked to write to CYC and ask under the Freedom of Information Act – “since September 2008, what the total increase build for accommodation use, in sq ft, in the science part of the building and how does this accord with the planning approval.”

- 9.4 Good Neighbourhood Forum  
NTR
- 9.5 Ouse and Derwent Drainage Board  
NTR
- 9.6 Sportsfield  
Cllr McClean advised that the Sportsfield had received approval for funding and the committee was looking for a Chairperson
- 9.7 York Environment Forum  
Cllr Lawton had attended a presentation about the local Plan, which she thought was terrible.
- 9.8 Alms Houses  
NTR
- 9.9 The Meeting Room  
NTR

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

- RAY – Winter Weather Toolkit
- Ward Committee – Grant Application Pack
- David Wells - Innovation Road/Church Lane blind bend(1)
- Roger Bean – Bus shelter on Sussex Road (2)
- York Cycle Show – sites to camp
- Deramore Arms – car park charges/licence extension (3)
- The Good Councillors Guide – 4<sup>th</sup> edition

- (1) The Parish Clerk had forwarded this email to CYC and several departments had visited the site and replied to Mr Wells
- (2) The Parish Clerk had referred Mr Bean to CYC, as they owned all bus shelters.
- (3) Amy-Juliet Reeve Rowley, Assistant, Deramore Arms, spoke to the meeting about the carpark charging scheme and the private event on Sat 06 Jul 13.

**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 Approve Budget 2013/2014

The Parish Council made some amendments to the draft, so the Parish Clerk would update the draft for the next meeting.

12.3 Internal Control Check(s)

What it should have said was - The Parish Clerk has worked the Year End, Risk Management, Review and Improvement controls in preparation for the Internal Audit.

12.4 Internal Audit Report

Yorkshire Internal Audit services had conducted the Internal Audit on Friday 14 June 2013 and a written report would follow.

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

Cllrs Mrs Bramley and Lady Lawton had attended the meeting on 06Jun13.

12.6 To approve for payment the invoices as follows:

12.6.1	Parish Clerk	Salary	£256.62	1498
12.6.2	Lengthsman	Work Done	£321.21	1499
12.6.3	York Print Co	Newsletter	£49.00	1500
12.6.4	Hesl Church	Meet Hire	£85.00	1501

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

16 July 2013	20 August 2013	17 September 2013
15 October 2013	19 November 2013	17 December 2013