

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 15 AUGUST 2017 AT 7.30PM

Councillors Present: Pauline Bramley (PB) Richard Bramley (RB)
Peter Hall (PH) Lady Dorothy Lawton (DL)
Jeffrey Stern (JS)

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 1

Public Session: -

18/42 To accept apologies for absence:
Parish Cllrs David Blacketer (DB), Paula Clements (PC) and Zena Richards (ZR)

18/43 To record declarations of interest in items on the agenda:

Local Plan – PB/RB
Neighbourhood Plan – PB/RB
Meeting Room - DL

18/44 To confirm the minutes of the Parish Council Meeting held on Tuesday 18 July 2017:
The Minutes were approved.

18/45 To consider any applications received for the vacancy on the Parish Council:
None received

18/46 To discuss matters arising from previous minutes:
None

18/47 To Discuss, if necessary, long-standing matters:

1. Appearance of village
PB reported that The Elms fence was mended. PB would chase up the 3 street lights, which are still not working along Main Street West.
 - 1.1 Trees along Main Street – NTR
 - 1.2 Main Street Footpath – NTR
 - 1.3 Village Signs –
PB reported that the signs should be installed within the next two weeks and the CYC licence had been renewed.
 - 1.4 Grass Verge outside The Lodge Residential Home –
NTR, it was unanimously agreed that this matter could be removed from the agenda
 - 1.4 Dog Bin – Low Lane – NTR
2. Highway Matters
 - 2.1 University Road/Cycle Track –
NTR, it was unanimously agreed that this matter could be removed from the agenda

3. City of York Council

3.1 Local Plan – The next consultation would commence September 2017. FH to ask Keith if details on any infrastructure, etc would be needed in the Parish and would it be available alongside the proposed draft plan.

3.2 Article 4 (2) Direction –

The Parish Council unanimously agreed that the funding of this matter would be discussed at the next meeting.

3.3 CYC Community Governance Review – Waiting confirmation from Andrew Flecknor

3.4 Rights of Way –

PB would have one final check of the map, before this item was removed from the agenda.

4. University of York

4.1 Antisocial Behaviour - NTR

5. Neighbourhood Planning

PB gave a report on progress by the Working Group, who were due to meet on 11Sep17. DL/JL were currently analysing the responses from the Business Survey. The Parish Council felt a public meeting should be held soon, with the consultant in attendance, as parishioners were starting to ask questions, that the Cllrs felt unable to answer.

6. Major Events - Yorkshire Marathon – NTR

7. Communication-

- Website – PB had emailed proposed template to Cllrs/Clerk. No adverse comments received so progressing. The NP section will have a different visual appearance, though on similar lines, easy to follow and locate info. PB requested any village photos that Cllrs may have. Links will be to the various village websites who will be responsible for the content. HPC will have a disclaimer. The new server will have a filter on to reduce spam but the linked sites will need to ensure they also have a spam filter.

- Newsletter – NTR

18/48 To receive any matters raised by members of public:

None

18/49 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

1. 17/01664/FUL 37 Main Street

No Objections, Unanimous

2. 17/01854/TCA More House

No objections, Unanimous, however, as the application is in a Conservation area, we request that the Conservation Officer after consultation, if required, with the Arboriculture Manager or his Department regarding the tree works, should be satisfied with the application.

18/50 To report planning decisions by City of York Council:

None

18/51 To receive reports from representatives of following outside bodies:

1. Ward Councillors - NTR

2. North Yorkshire Police –

Report attached at the end of these minutes

3. Heslington East Community Forum - NTR
4. Good Neighbours Forum -
The University have confirmed the replacement fencing will be plastic.
5. Ouse and Derwent Drainage Board – NTR
6. Sports Field – NTR
7. York Environment Forum- NTR
8. Alms Houses - NTR
9. The Meeting Room
DL reported that grant funding had been applied for towards a replacement kitchen.
- 9.1 Hearing Loop
DL gave a demo before the meeting started. PH wore a hearing aid to test the system during the meeting and give feedback afterwards. PB/DL would be cabinet key holders.
10. Fulford & Heslington Ward - NTR

18/52 To receive any new correspondence received by the council:

- Broadband, Langwith Lane
A resident has complained that the service was very poor. PB would meet with CYC Digital Team to encourage installation of a better service
- Right of Way, Lane House Barn
PB reported that after some confusion, it came to light that the correspondence had come to the wrong parish council
- Air Quality. The Parish Council had been asked to consider asking CYC for monitors to be re installed in Heslington especially near Lord Deramore’s school. CYC had reported at a Ward meeting that the only area in York which was high, but within legal regulations, was Gillygate. The monitor in Heslington, Main St was removed as readings were too low. The Parish Council felt pollution was more likely to be near school rather than Main Street. The Parish Council would support a request to install an air quality monitor near the school, proposed DL, seconded RB, four votes in favour, 1 abstention.

18/53 To receive matters raised by members:

- PB had circulated to Cllrs by email, YLCA’s White Rose Update and Training programs. FH would respond in support to the broadband consultation. JS would respond to the citizenship consultation.
- BT Telephone Kiosk was unsightly. FH was asked to enquire if it could be cleaned

18/54 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 18 to date
FH circulated the bank reconciliation as at 10Aug17 and an income & expenditure report
2. Internal Control Checks
These were conducted and the report is on file
3. Internal/External Audit Report
NTR
4. Matters raised with/by Yorkshire Local Councils Association (YLCA)
 - 4.1 Internal Audit – WIP
 - 4.2 Standing Orders - WIP
 - 4.3 Risk Management - WIP
 - 4.4 Transparency Code Funding - WIP
5. To approve the following invoices for payment

5.1	Parish Clerk	Salary	£270.36	001715
5.2	Lengthsman	Salary	£325.05	001716
5.3	York Print Company	Newsletter	£107.00	001717

Approved Chairman Date.....

18/55 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

19 September 2017	17 October 2017	21 November 2017	19 December 2017
16 January 2018	20 February 2018	20 March 2018	
17 April 2018	15 May 2018	19 June 2018	
17 July 2018	21 August 2018	18 September 2018	
16 October 2018	20 November 2018	18 December 2018	

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:	Occupational
Employer pension scheme reference (EPSR)	35LZ
Pension scheme registry number (PSR)	12005124
3. Work out who to put into a pension	Done
4. Write to your staff	Done
5. Declare your compliance	Done

York North Information to Parish Councils – Heslington

DATE: 1st July – 31st July 2017

INCIDENTS OF NOTE:

<u>Incident Type</u>	<u>Details</u>	<u>Total</u>
Anti-Social Behaviour (ASB)		0
Vehicle Crime		0
Burglary		
Criminal Damage		
Drug Offences		
Theft		
Violence		

Approved

Chairman

Date.....