

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM, MAIN STREET
ON TUESDAY 15 MARCH 2016 AT 7.30PM**

Councillors Present: Pauline Bramley (PB) Richard Bramley (RB)
David Blacketer (DB) Paula Clements (PC)
Peter Hall (PH) Lady Dorothy Lawton (DL)

In Attendance: Fiona Hill (FH) - Parish Clerk
Ellis Byrne (EB) –York Student Think Tank, York University

Public Present: 1

Public Session - None

16/129 To accept apologies for absence:

Parish Councillors Michael Dean (MD), Bill McClean (BM) and Zena Richards (ZR)
CYC Cllr Keith Aspden (KA)
PCSO Tony Barge, North Yorkshire Police

16/130 To record declarations of interest in items on the agenda:

16/132.3 – PB, RB
16/132.4 – PB, RB
16/133.3 – RB
16/137.6 - BM
16/137.9 – DL

16/131 To confirm the minutes of the Parish Council Meeting held on Tuesday 16 February 2016:

The Minutes were signed by the Chair.

16/132 To discuss matters arising from previous minutes:

1. Village Signs
FH was asked to write to CYC Cllr David Levene to find out when Hull Road Ward funding would be allocated.
2. Cycle track/University Road
NTR
3. City of York Local Plan
Further consultation was expected to be May/June 2016
4. Neighbourhood Plan (NP)
The Parish Council discussed the boundary in comparison to the Village Design Statement and DB would obtain clarification from BM. The working group had drafted terms of reference, which they would discuss at their next meeting. These would come before the Parish Council in due course. There was now a section of the village website for the N.P.
5. Article 4 (2) Direction
Nick Allen would prepare a draft for the next meeting
6. CYC Community Governance Review
NTR - FH was asked to write to Andrew Flecknor for an update in July

16/133 To Discuss, if necessary, long-standing matters:

1. Appearance of village

PB reported that the CYC Enforcement dept were dealing with the Charles XII Public House and had stopped works that had started, prior to consent and had some posts removed. The missing hedge along Tally Alley would be replaced.

DB reported that the second bench was currently under renovation.

Cllrs would discuss dandelion treatment at the next meeting.

PB was in communication with CYC and NatWest about the “shed” outside the bank.

2. Rights of way

NTR

3. SSSI - Dog Orders

PB reported that Natural England would have the signs ready for installation next week.

4. Highway Matters

4.1 The Lodge Residential Home – Parking/Obstruction

The Parish Council discussed this at length and could not see a clear resolution. It was agreed that PB and DB would visit the residential home to discuss further.

4.2 The Outgang – Waiting Restrictions

This was discussed at length and it was agreed to respond further as follows: “The proliferation of yellow lines are the Parish Councils concern. The Parish Council could identify some alternatives, such as high kerbs, however, the Parish Council is not clear enough on the negative impact these make. The Parish Council would like to ask the City of York experts about these highways issues and would be happy to attend a site meeting to discuss further”.

5. Major Events - Yorkshire Marathon/Tour de Yorkshire

NTR

6. University of York

The Yor Active trail would be re-configured to keep within University land.

7. HMOs

NTR

8. Elvington

NTR

9. Communication - Website/Newsletter/Broadband/Notice board

The Parish Council thanked BM for producing the recent newsletter.

16/134 To receive any matters raised by members of public:

EB spoke to the Parish Council about YSTT’s survey on perceptions and attitudes towards the student population in York. Future analysis of students’ impact upon the city is expected to suggest how the relationship between students and the local community could be improved. PC would complete the YSTT survey at the April Meeting

16/135 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

None

16/136 To report planning decisions by City of York Council:

None

16/137 To receive reports from representatives of following outside bodies:

1. Ward Councillors - Written report from Cllr Aspden

Ward Committee and Ward Team

The Fulford and Heslington Ward Committee is meeting next on the 31 of March at 7pm in St Oswald's Church in Fulford. I have asked that we have updates from the local Police, a discussion item on Flooding and Emergency Planning, and some information on the work done by City of York Council s Community Safety Hub.

Parish Councillors also very welcome to attend the ward team at 5pm also on the 31st at St Oswald's, looking at remaining funding.

Local Plan

This is slowly moving towards a consultation period in May/June. The new executive is continuing to work to lower the number of proposed houses on the greenbelt. Heslington Neighbourhood Plan

This has been submitted to the Council. It is due to be considered by the Executive Member for Planning and Transport in his Decision Session on 14 April. You will be able to see more information on this here: <http://democracy.york.gov.uk/mglIssueHistoryHome.aspx?IssueId=45045&OptionNum=0>

Ward audit

As I think you already know I have another ward audit scheduled next week to pick up any street-level issues. I am already looking at road repairs and resurfacing on

- * Long Lane*
- * Common Lane*
- * Langwith Stray*
- * The Outgang etc.*

2. North Yorkshire Police

Written Report from PCSO Tony Barge covering period 10th February – 9th March 2016

Anti Social Behaviour

None reported

Suspicious Behaviour

11th February: Fake £20 note used at the Deramore Arms.

Crimes

23rd February: Reported theft of a mobile phone after it had been left on the backseat of a taxi.

22nd February: Two reports of Violence at an address on the Crescent, falling out between family members.

University Crimes

5 x Crime "Thefts"

2 x Crime "Violence"

2 x Crime "Other"

3. Heslington East Community Forum

NTR

4. Good Neighbours Forum

The draft minutes of the meeting dated 01Feb16 had been emailed around Cllrs

PB will respond as some details are incorrect

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 the AGM will take place on 10 May16, a grant had been given for the finger post and a replacement front door had been ordered.

10. Fulford & Heslington Ward Team Meeting

DB reported that a Ward Grant had been given for the lengthsman’s barrow; he would place the order.

16/138 To receive any new correspondence received by the council:

1. H.M. Queen Elizabeth II Commemorative Medals

PB would forward details to the local primary school

2. Petition asking for parish councils to be able to appeal planning decision

It was unanimously agreed that FH could respond on behalf of the Parish Council

Proposed: DL, Seconded DB

3. FH had circulated by email the latest YLCA White Rose Update

16/139 To receive matters raised by members:

None

16/140 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 16 to date

The financial report was circulated around Cllrs

2. Internal Control Check(s)

The Parish Council conducted the monthly checks and found everything to be in order.

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

FH reported that the Parish Council had received £630 from the Transparency Code Grant Scheme.

4. Work Place Pensions

NTR

5. Parish Clerk Expenses

FH had emailed Cllrs with current system used and suggested improvements. Cllrs agreed to continue with existing system, but asked PB to discuss with FH and implement any improvements required.

6. To approve the following invoices for payment

6.1	Parish Clerk	Salary	£265.61	001631
6.2	Lengthsman	Salary	£257.01	001632
6.3	HMRC	PAYE	£1030.80	001633
6.4	YLCA	Subs	£514.00	001634

Approved Chairman

Date.....

16/141 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

19 April 2016	17 May 2016*	21 June 2016
19 July 2016	16 August 2016	20 September 2016
18 October 2016	15 November 2016	20 December 2016

* 7.00 p.m. Annual Parish Meeting
 7.15 p.m. Annual Parish Council Meeting
 7.30 p.m. Ordinary Parish Council Meeting

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 have enrolled with Now Pensions with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

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.