

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 15 MAY 2018 AT 7.30PM

Councillors Present: David Blacketer (DB) Pauline Bramley (PB)
Richard Bramley (RB) Peter Hall (PH)
Rose Hilton (RH) Lady Dorothy Lawton (DL)
Zena Richards (ZR)

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 0

Public Session: None

19/15 To accept apologies for absence:
None

19/16 To record declarations of interest in items on the agenda:
None

19/17 To confirm the minutes of the Parish Council Meeting held on Tuesday 20 March & 17 April 2018:
The Minutes were approved.

19/18 To consider any applications received for the vacancy on the Parish Council:
None received

19/19 To discuss matters arising from previous minutes:

- 23/24 Main Street – KA had been asked to report to CYC Planning Enforcement, Awaiting Response
- Parking Bays –FH was requested to ask KA to trigger a review, as the six-month waiting period had passed.
- Root Growth on footpath on University Road, opposite side to Heslington Hall and by the bus stop,– KA would be asked for CYC to look at this again in finding a solution , as it does create difficulties in using the footpath.
- Virgin Utility Boxes – FH to ask KA when painting of ALL would be completed.

19/20 To Discuss, if necessary, long-standing matters:

1. Appearance of village
The Parish Council agreed to accept the offer from KA to use Ward Funding to have weed-killer applied to the dandelions on the new footpath. FH would ask CYC to cut the grass along Main Street. PB would ask Hawkswells to cut the grass along Langwith Lane and chase up an invoice from last year,

1.1 The Outgang -
The Parish Council were awaiting quotes from KA for works suggested at site meeting.

1.2 Dog Bin – Low Lane – No further progress

1 / 5 Pages

Approved Chairman

Date.....

1.3 The Lodge Parking –

FH asked to write “The Parish Council is grateful to The Lodge for your proactive approach in increasing the signage and hope this will give a successful outcome.”

2. Highway Matters –

Sunken road outside The Deramore public house – No update received from KA

Potholes had been marked down Common Lane, Long Lane and Langwith Stray.

ZR reported that the road at the traffic lights, Church Lane, Field Lane junction, had again sunk and cars had been noted to be “grounding” on LHS approach to village. FH to report to KA for investigation.

The Parish Council noted buses (No 66/66A) on University Road were often waiting at the bus stop on University Road in convoy. This encouraged dangerous manoeuvres by car drivers, and would be raised at the Good Neighbours Forum.

3. City of York Council

3.1 Local Plan - The Parish Council had submitted their response and thanked RH for her help in submitting to CYC.

3.2 Article 4 (2) Direction

FH was asked to contact Nick Allen, as a response had not been received.

3.3 CYC Community Governance Review – FH was asked to keep following this up

4. University of York

4.1 Antisocial Behaviour – No further incidents reported

5. Neighbourhood Planning

DB gave an update on progress, along with a finance report.

6. Communication

- Website – Up to date with information received

- Newsletter – PH was thanked for producing the newsletter.

The recent edition had been printed on two pages by mistake.

19/21 To receive any matters raised by members of public:

None

19/22 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. 18/00672/FUL Sandal House, 29A Main Street

Letter C, Unanimous

The Parish Council have No Objection to the extension, but Objects to the rendering and wishes to make comment on the access.

The hard standing e.g. reposed block driveway must be water permeable so as not to add to the run off into the road as well as being environmentally friendly.

The rendering does not complement the vernacular forms, scale and character of buildings in the village.

2. 18/00653/TCA 29 Heslington Lane

This application is not in this parish

3. 18/00717/FUL OS Fields 3961 and 5065 West of Holme field Lane

Letter B: No Objections, Unanimous

19/23 To report planning decisions by City of York Council:

2 / 5 Pages

Approved Chairman

Date.....

1.	18/00189/FUL	8 Main Street	Approved
2.	18/00305/ADV	Unit 5 Kimberlow Hill	Approved
3.	18/00413/ADV	Kimberlow Hill Surgery	Approved

19/24 To receive reports from representatives of following outside bodies:

1. Ward Councillors – No report received
2. North Yorkshire Police –The latest report was circulated by email and is attached at the end.
- 3 Heslington East Community Forum - NTR
4. Good Neighbours Forum – NTR
5. Ouse and Derwent Drainage Board – NTR
6. Sports Field – NTR
7. York Environment Forum -- DL reported that membership had been continued, there was a meeting last Tuesday, but there was nothing discussed relevant to the parish
8. Alms Houses – NTR
9. The Meeting Room –
DL reported that the re-decoration was complete in the kitchen and entrance. There was an issue with the flooring which is ongoing. The Main Hall was still to do, but the fire place had been blackened.
10. Fulford & Heslington Ward –
The Parish Council had received, from a resident, three suggestions for Ward Funding
 - * Planting trees on grassed area between new school and Field Lane
 - * Planting bulbs in the same area
 - * Planting bulbs in grassed area at top of Main Street on the entrance to the village
The school, CYC and possibly the University would need to be consulted. Cllrs agreed to put it June's agenda for further discussion.

19/25 To receive any new correspondence received by the council:

- Proposed footpath towards play area
This would be on the June 2018 agenda.
KA would be asked to seek advice from CYC Highways for improved signage.
- Long Term Parking Heslington Croft/School Lane
PB had emailed Stephen Tallboys, York University about this matter
- CYC Flood Plan
There will be a meeting in Fulford Social Hall, 6.00-8.00 p.m., 11Jun18
- School Governors raised concerns about speeding on Field Lane
PB had requested more information after school governors had written asking for support for a 20MPH zone outside the school and for increasing the hard area outside the entrance.
Cllrs agreed to put it June's agenda for further discussion.

19/26 To receive matters raised by members:

None

19/27 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 18 to date
No report issued, as only one month since year end
2. Financial management - Internal Controls, Property/Asset Checks, Internal/External Audits
 - 2.1 Internal Audit Report
The internal audit had been conducted, with no issues raised
3. General Data Protection Regulation (GDPR)

The checking of paper and electronic records was ongoing. An amendment to the legislation has been tabled to exempt Parish Councils from appointing a Data Protection Officer. The Parish Council will subscribe to the Information Commissioners Office.

2. Matters raised with/by Yorkshire Local Councils Association (YLCA) – Updates/info emailed to Clerk and Cllrs

2.1 Consultation paper – unauthorized development and encampment

The Parish Council felt it did not have the specialist knowledge to answer these questions and urged YLCA to seek advice from City of York Council

2.2 National Salary Award for local council employees 2018-2019

Cllrs noted the content

5. To approve the following invoices for payment

5.1	York Environment Forum	Subscription	£10.00	001754
5.2	Parish Clerk	Salary	£290.40	001755
5.3	Lengthsman	Salary	£325.05	001756
5.4	York Print Company	Newsletter	£97.00	001757
5.5	Yorkshire Internal Audit Services		£300.00	001758
5.6	Urban Vision	Neighbourhood Plan	£2478.20	001759

19/28 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

15 May 2018	19 June 2018	
17 July 2018	07 August 2018*	18 September 2018
16 October 2018	20 November 2018	18 December 2018

* Please note change of 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:	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

Approved Chairman

Date.....