

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM ON TUESDAY 15 OCTOBER 2019 AT 7.30PM

Councillors Present: David Blacketer (DB)
Peter Hall (PH) Rose Hilton (RH)
Tom Pearcy (TP) Zena Richards (ZR)

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 0

Public Session: -

19/179 To accept apologies for absence:

Parish Councillors Pauline Bramley (PB), Richard Bramley (RB), John Garner (JG) and Beverley Heap (BH)

19/180 To record declarations of interest in items on the agenda: None

19/181 To confirm the minutes of the Parish Council Meeting held on Tuesday 17 September 2019:

These minutes, were approved and signed by the Chairman

19/182 To discuss matters arising from previous minutes:

1. To review the reserves policy, the grants awarding policy and discuss future use of Parish Council funds (ring-fenced, ear-marked and general reserve)

This was deferred to next meeting, when more members would hopefully be present, and as part of the November budget setting process Action FH agenda item November

- Virgin Media Boxes - Requested: paint green – No response had been received from Virgin, so JG would obtain quotes from the meeting room decorator for painting three unpainted boxes and refreshing three recently painted boxes in uniform conservation green.. If acceptable amount, HPC will write to Virgin and to Holmfield association requesting permission to paint. Action Fhpass decorator's phone number to JG

- Dog fouling/Tally Alley – Cindy Benton, CYC is still awaiting the brackets

- Cycle racks – lack of within parish – Andy Vose, CYC was awaiting a response from Network Management.

- Common Lane, Long Lane, Langwith Stray Potholes/Road surface – some had been filled in, some marked Oxclose and in village but more had appeared, so Action FH would ask KA to walk the route.

- Footpath, University Road - Path diversion work – Noted this is about improvements to crossing between carriageways not about disabled access by bus stop a by Church Field

- University of York/University Road/Road safety concerns - Requested: review master plan – NTR

- New University Development Forum – NTR

- KA would be asked for the graffiti wipes previously promised for the lengthsman to use. So this could be matter arising

- Main Street Parking Bay Review – Replacement signage was erected, but the signs had been removed for a second time by persons unknown. CYC would replace them, but FH would ask KA to request tamper-proof fittings.
- Fly Tipping Langwith Stray – had been removed.
- Wheelchair Ramp, Hall Park – had been repaired.
- Trees, Langwith Stray – The Parish Council noted that work had started Common Lane and Low lane 14/10/19 but FH would check when this area would be done

19/183 To Discuss, if necessary, long-standing matters:

1. Appearance of village –
 - To The farms Sign – The Parish Council agreed to spend up to £142.00 and PB would order this
 - Drains – These had been done, except for three, which needed heavy lifting gear.
 - Gullies – Still to do
 - Ward Committee provided the graffiti wipes after we reminded last time. Dave has them in his shed
- 1.1 Street Furniture
 - FH had sent in application for Ward Grant for 2 memorial benches DB reported that the bases would be laid in November 2019. The Coronation Bench would be moved to the Sportsfield, but may be moved back, should the suggestion for a quiet paved seating area behind the Meeting Room go ahead. Actions DB and TP to meet contractor together to specify exact location bases. TP to arrange for contractor to transport Coronation bench to Sportsfield and identify site for new base there
- 1.2 Holmefield Lane Telecom Boxes
 - BH reported that the Holmefield Properties directors are not in favour of any kind of screening which was suggested at the last PC meeting, and now consider the matter closed. BH would be asked to request that Holmefield Properties contribute towards the painting of the boxes.
- 1.3 Additional Litter and Dog Waste Bins
 - The Parish Council are not in favour of dog bins near school or bus stop, so KA would be asked to provide a single use bin near the school bench, a single use bin near Bede House and a joint dog/litter bin on Low Lane near the junction with The Crescent
- 1.4 Provision in the village for burial/memorial ground. Should a reference be included in the NP the need to promote improved community facility? DB reported current version out to printing and topic was not raised in any of the earlier consultations, so HPC agreed not appropriate to make amendment at this point. If burial sites are raised in next iteration it can be addressed. CYC responsible for providing burial sites although no guarantee to be buried in own parish
 - DB reported that City of York Council burial grounds only have capacity for 25 years, but cremations offer more capacity.
2. Highway Matters – NTR
3. City of York Council
 - 3.1 Article 4 (2) Direction – NTR
 - 3.2 Local Plan – NTR
4. University of York
 - Latte Levy – All monies had been spent on projects not suggested by the Parish Council.
 - 4.1 Antisocial Behaviour – A number of issues were reported between 2300-0400 hrs. JG/BH had met with the University. Residents were urged to report to police. This applies to noise disturbing the peace as well as other anti social behaviour

5. Neighbourhood Planning – DB reported the documents had been printed, ready for the six-week consultation starting 30 October 2019. CYC would contact all the interested parties. PB would upload the documents to the website. ; DB to email docs to PB to put on website

6. Communication: Website up to date with information provided.
Newsletter – Next edition would be drafted next month

19/184 To receive any matters raised by members of public: None

19/185 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 **19/02011/FULM** – Change of use of former research centre (Use Class B1) to non-residential institution for academic use (Use Class D1) with associated external works @ Smith And Nephew Plc Research Centre Innovation - The Parish Council unanimously agreed to respond “**No Objections**”

19/186 To report planning decisions by City of York Council:

1. 19/00901/FUL – Erection of detached stable and storage building to rear following demolition of existing building @ Pippin House, Bridge Garth - Approved

19/187 To receive reports from representatives of following outside bodies:

1. Ward Councillors – NTR

2. North Yorkshire Police – Report attached

3. Heslington East Community Forums - NTR

4. Good Neighbours Forum – PB had attended a meeting on Thu19Sep19 and had circulated a summary by email

5. Ouse and Derwent Drainage Board – NTR

6. Sports Field – TP reported that Halifax Estates would remove the Japanese Knotweed very soon.

7. York Environment Forum – RH had attended the meeting last week and gave a summary of the issues discussed. There is to be an appeal by developer at Askham Bog site. Wildlife Trust will argue against development on basis of hydrology changes. This is relevant to Langwith Garden Village site within Heslington parish

8. Alms Houses – ZR reported there was a meeting tomorrow.

9. The Meeting Room – The hire conditions have been changed, due to a regular hirer who had caused some disturbance.

10. Fulford & Heslington Ward – NTR

19/188 To receive any new correspondence received by the council:

1. Proposed works to University Road – Cllrs noted the content of letter

19/189 To receive matters raised by members:

DB was authorised to purchase some winter flowers for the planter

Key safe: suggestion to have key safe for meeting room. Action FH to put on agenda for next HPC

19/190 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 19 to date

FH circulated copies of a bank reconciliation, along with an income & expenditure report.

2. Financial management - Internal Controls, Property/Asset Checks, Internal/External Audits, GDPR
The Parish Council would start to discuss the budget for 2020/2021 at the next meeting.

3. Matters raised with/by Yorkshire Local Councils Association (YLCA) – duelling the ring road; a mismatch between the funding for the roundabouts versus the funding for the duelling causing delays

Info/updates emailed to Cllrs. DB gave a report on the recent meeting

4. To approve the following invoices for payment

| | | | | |
|-----|--------------|--------|---------|--------|
| 4.1 | Parish Clerk | Salary | £287.70 | 001832 |
| 4.2 | Lengthsman | Salary | £355.91 | 001833 |
| 4.3 | HMRC | PAYE | £481.80 | 001834 |

19/191 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting

Room as: 19Nov19, 17Dec19, 21Jan20, 18Feb20, 17Mar20, 21Apr20, 19May20, 16Jun20, 21Jul20, 18Aug20, 15Sep20, 20Oct20, 17Nov20, 15Dec20

Please Note: The Parish Council is keeping a watching brief on items reported, but awaiting intervention and will include on the agenda as and when specific information to report:

1. City of York Council/Ward Cllr Keith Aspden

- Virgin Media Boxes

Requested: paint green

KA in contact with Chief Executive Virgin Media

Locations of unpainted (white) virgin media cabinets are noted at:

1. School Lane adjacent to the junction of Low Lane;

2. Heslington Court;

3. At the boundary of the Conservation Area on Field Lane adjacent to the junction with Church Lane

- Dog fouling/Tally Alley

2 Signs in place Awaiting two brackets for the remaining two signs.

Ward Grant C/o Cindy Benton, CYC

- Cycle racks

Awaiting CYC feasibility study

- Potholes/Road surface

Some repaired- awaiting other to be done

Common Lane/Long Lane/Langwith Stray

- Footpath, University Road

The path to be diverted. Work is planned for August 2019

opp Heslington Hall bus stop

- York University/University Road

Road safety concerns - Requested: review master plan

-University Development Forum

University agreed - development currently on hold

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

| Type of Incident | Time and Location. | Heslington Report made and action taken by NYP | Total calls for Month |
|------------------------|-----------------------------|----------------------------------------------------------------------------------|-----------------------|
| ASB- Nuisance | | | 0 |
| ASB- Personal | | | 0 |
| Burglary | Dalham Farm Main St 26/9 | Theft of 2 electric cycles from outbuilding | 2 |
| | Dalham Farm Main St 26/9 | Theft of locked cycle from cycle hut - lock snapped and left at scene | |
| Drugs | | | 0 |
| Vehicle | | | 0 |
| Theft | Main Street 1/9/19 | 2 traffic signs have been stolen - Residents Parking Only | 1 |
| Violence | Sports Village 17/9 | Male assaulted by another male while playing 6 Aside football. Attacker ran off. | 1 |
| Criminal Damage | | | 0 |