

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM

TUESDAY 16 NOVEMBER 2021 AT 7.30PM

Councillors Present: David Blacketer Pauline Bramley
Richard Bramley John Garner
Rose Hilton

In Attendance: Fiona Hill – Parish Clerk

Public Present: 1

Public session matters raised:

a) Cyclists with no lights – the Chairman would report to York University and the Parish Clerk would report to North Yorkshire Police

Close of public session.

21/63 a) To receive apologies for absence given in advance of the meeting:

Parish Councillors Bev Heap ,Tom Percy and Peter Hall

b) To consider the approval of reasons given for absence:

Resolved – Approved (Unanimous)

21/64 To record declarations of interest in items on the agenda: None

21/65 To approve the minutes of the Parish Council meeting of 19th October 2021

Resolved – Approved (Unanimous)

21/66 To discuss matters arising from previous minutes:

- Lengthsman – two expressions of interest received
- Low Lane sign - awaiting
- Boss Lane – University of York are currently looking at options to fill in the large holes that puddle.

21/67 To report and make relevant recommendations on new planning applications:

21/02307/TCA - Fell 1no. Golden Lawson Cypress tree in a Conservation Area @ Dalham House, Main Street

Resolved – No Objection, subject to guidance from the City of York Tree and Conservation Officers

21/02315/TCA - Fell 1no. Cherry plum tree in a Conservation Area @ 1 Woodyard Cottages, Main Street

Resolved – No Objection, subject to guidance from the City of York Tree and Conservation Officers

21/02334/TPO - Crown lift 1no. Lime and draw back crown to give 2 metres clearance to neighbouring property; pruning works to 2no. Sycamore trees protected by Tree Preservation Order no. 7/1989 @ Dalham House, Main Street

Resolved – No Objection, subject to guidance from the City of York Tree and Conservation Officers

21/68 To discuss the Neighbourhood Plan

- To confirm Parish Councillors to join Working Group
Yes – Cllrs Blacketer, P Bramley, R Bramley, Hilton and Richards
No – Cllr Garner
TBC – Cllrs Heap and Percy
- To discuss Parishioners/Volunteers joining Working Group
The Working Group would be open to parishioners/volunteers
The Parish Council noted the content of a letter from a volunteer, but were concerned about the conflict of interest mentioned and would ask for more details about the “Paper Wall”
- To discuss letter received from Heslington Village Trust
The Working Group would not be open to groups/organisations
- To agree NP finances and agree amount to be returned to Groundwork
Cllrs had received the report regarding NP finances, which showed a balance of £2971.34, which included £253.96 to be returned to Groundwork, leaving a balance of £2717.38.
Resolved – The Parish Council authorised the return of £253.96 to Groundwork. The Parish Council gave a vote of thanks to Bill McClean for his excellent reporting of the neighbourhood plan, which he had forwarded to the Parish Clerk.
- To discuss next steps and consultant
The Chairman had spoken to Huntington and Strensall NP Chairs for further information which was passed to Cllrs.
Resolved – The Parish Council would invite both consultants to read the submission version NP along with the Examiners Report, then attend a meeting with the Parish Council to give an opinion/quote for a route forward.
Resolved – The Parish Council would move £1000.00 from the General Reserve to Ringfenced, specifically to be used for the fees charged for the two meetings with the Huntington and Strensall consultants.

21/69 To discuss financial matters with Responsible Financial Officer:

- Bookkeeping for current year to date
Parish Councillors had received a bank reconciliation totalling £50745.57, along with linked Income & Expenditure reports
- Financial Management:
 - Internal Controls
These were conducted and everything was found in order
 - Budget 2022/2023
Cllr Blacketer would draft/circulate this shortly for discussion at the next meeting
- Payment Approval:

Parish Clerk	Salary	DDR	£
Urban Vision	NP	1893	£945.00
JDL	Meeting Room Boiler Service	1894	£131.40
York Print Company	Newsletter		£97.00

21/70 To receive reports from representative of outside bodies as follows:

- Ward Councillors – NTR
- North Yorkshire Police – Report at end of minutes
 - Heslington East Community Forum – NTR

- Good Neighbours Forum - Draft minutes circulated
- Ouse and Derwent Drainage Board – NTR
- Sportsfield – NTR
- York Environment Forum – Recent meeting discussed the impact of new developments on the environment
- Alms Houses – NTR
- Meeting Room – NTR

21/71 To discuss/agree actions with long-standing matters:

- Appearance of village:
The Parish Council would write to CYC asking to thank their employee/volunteer who recently spent time litter picking in Heslington
- Memorial benches : Work on the agreed benches progressing
Cllr Garner would obtain a quote for applying wood treatment to the two Memorial benches in situ
- Highway matters - NTR
- City of York Council:
 - Article 4 (2) Direction - NTR
 - Local Plan – The Parish Council noted the content of the letter dated October 2021 from the Inspectors to City of York Council – “Examination of the City of York Local Plan – Next Steps” A copy of the letter is attached to these minutes.
The City of York submitted Local Plan covers the period from 2017 to 2032/33 (with the exception of the Green Belt boundaries which are proposed to endure up to 2037/38). It is these plan periods that have been challenged and will be clarified during the hearings.
- University of York:
 - Anti social behaviour – Cllrs Bramley and Garner had reported incidents to the university.
- Communication:
 - Website – the NP information would be updated
 - Broadband – NTR
 - Newsletter – Delivered

21/72 To discuss correspondence received by the council:

- YLCA emails had been circulated around Parish Councillors

21/73 To receive matters raised by members:

CYC had visited Moor House to inspect ongoing tree works and had written to the landowner and contractor. A reminder that working on trees with a preservation order and/or within the conservation area required planning permission from CYC

21/74 To confirm the details of the next meeting:

21Dec21, 18Jan22, 15Feb22, 15Mar22, 19Apr22, 17May22, 21Jun22, 19Jul22, 16Aug22, 20Sep22, 18Oct22, 15Nov22, 20Dec22

Examination of the City of York Local Plan

Inspectors: Simon Berkeley BA MA MRTPI and Andrew McCormack BSc (Hons) MRTPI
Programme Officer: Carole Crookes

Neil Ferris
Corporate Director of Economy and Place
City of York Council

By email only

25 October 2021

Dear Mr Ferris

Examination of the City of York Local Plan – Next Steps

We write to update you on our position with regard to moving the examination forward efficiently and effectively. On 17 August 2021, we received the representations made during the consultation period relating to the various additional documents and work produced by the Council. We have now reviewed these latest documents and the representations received, and set out here our intentions for progressing the examination.

Given the passage of time since the Phase 1 hearings in December 2019 and as new evidence has since been produced by the Council regarding the matters explored, it is necessary for further hearings to revisit those topic areas. Moreover, we have decided to now set out an indicative timetable for all of the matters and issues we presently consider it likely that will be the subject of hearings.

We intend to hold future hearing sessions across three further phases. These will be identified as Phases 2, 3 and 4 and will address matters and issues as follows:

HEARING PHASE	MATTERS	INDICATIVE DATE
2	<ul style="list-style-type: none"> • Clarification (or potential revision) of the Plan Period • Vision and Development Principles • Objectively Assessed Housing Need / Housing Requirement • Employment Requirement (Land and Jobs) • Spatial Strategy: <ul style="list-style-type: none"> - Site Selection Process: - Strategic Housing Sites - Strategic Non-Housing Sites • Approach to Setting Green Belt Boundaries (inc. Land Release) • Housing Land Supply (5 Year Supply) • Infrastructure Requirements and Delivery 	February 2022

Programme Officer: Carole Crookes

Independent Programme Officer Solutions, PO Box 789, Wakefield WF1 9UY york@iposolutions.online

Mobile: 07397 909822

Examination of the City of York Local Plan

HEARING PHASE	MATTERS	INDICATIVE DATE
3	<ul style="list-style-type: none"> • Assessment of Green Belt Boundaries TP1 Addendum (2021) (Annexes 2, 3, 4 and 5): <ul style="list-style-type: none"> - Outer Boundary (Annex 2) - Inner Boundaries (Annex 3) - Other Densely Developed Areas in the General Extent of the Green Belt (Annex 4) - Freestanding Settlements (Annex 5) 	April 2022
4	<p>All Other Plan Matters and Policies:</p> <ul style="list-style-type: none"> • Economy and Retail • Housing Policies • Health and Wellbeing • Education • Placemaking, Heritage, Design and Culture • Green Infrastructure • Managing Appropriate Development in the Green Belt • Climate Change • Environmental Quality and Flood Risk • Waste and Minerals • Transport and Communications • Delivery and Monitoring 	May/June 2022

It is our intention to issue our Matters, Issues and Questions (MIQs) for the Phase 2 hearings early January 2022. Our MIQs for subsequent hearing sessions will be issued later on, allowing sufficient time for hearing statements to be prepared for each phase.

In line with the Council’s wish, the hearing sessions will be held on a ‘hybrid’ basis. ‘Inperson’ sessions will be held at a suitable venue for participants to attend. These sessions will be supplemented by ‘right to be heard’ virtual hearing sessions for those who wish to put their points to us verbally but do not wish/are unable to attend in person. In terms of timing, we intend that – for each phase – the virtual sessions will follow shortly on after the in-person sessions are completed. We will provide a detailed timetable for both in-person and virtual hearing sessions once the availability of the chosen hearing venue is known and firm dates can be set. That is, at least, our current intention. If the situation or Government guidance concerning Covid-19 should change then it may be that wholly virtual hearings will be necessary.

The indicative timetable we have set out is, in our view, the most realistic and achievable to progress the examination as efficiently and effectively as possible. However, if the Council believes this to be incorrect or takes a different stance then we would be happy to hear its views. Equally, if the timetable we have set out is considered a realistic and achievable one from the Council’s perspective then we would be grateful to have confirmation of this.

Programme Officer: Carole Crookes

Independent Programme Officer Solutions, 9 Chestnut Walk, Silcoates Park, Wakefield WF2 0TX
york@iposolutions.online

Mobile: 07397 909822

Examination of the City of York Local Plan

If agreeable, we therefore now ask the Council to secure a suitable venue for the hearing sessions with reference to the timeframe set out above. We also ask the Council to ensure and confirm that it is in a position to facilitate and host the 'virtual' sessions when they take place, whether as part of a 'hybrid' package or as the sole platform for the hearings.

Following our reading of the recent documentation and representations, there are some requests that we have of the Council. Firstly, in reference to the Housing Trajectory, we note that the Housing Supply Update provided in Annex 7 to the TP1 Green Belt Addendum (January 2021) has a base date of 1 April 2020. The Council is now asked to provide the latest housing supply update available as soon as possible.

Secondly, with regard to infrastructure requirements and delivery, we would find it very helpful if the Council could produce an up-to-date Gantt Chart of all site allocations in the Plan showing their anticipated delivery of housing development year by year of the plan period (and beyond). In addition, on the same Gantt Chart, the required infrastructure (particularly relating to education and transport) to support development requirements and their anticipated delivery timescales year by year of the plan period (and beyond) are also to be plotted. This should be laid out in such a way as to make a clear comparison between anticipate delivery of housing and employment development and the provision of the necessary infrastructure to support that growth.

We hope that this letter is sufficiently clear in setting out our programme for taking the examination forward as efficiently and effectively as possible. Should you require it, we would be happy to clarify any points you may have regarding any aspect within this letter. Please contact us via the Programme Officer Carole Crookes should you wish to clarify anything we have raised.

Please ensure that a copy of this letter is placed on the examination webpage.

Yours sincerely

Simon Berkeley and *Andrew McCormack*

Inspectors

POLICE REPORT OCT 21

Type of Incident	Time and Location.	Heslington Report made and action taken by NYP	Total calls for Month
ASB- Nuisance	Wentworth College 6/10	Youths banging on windows on A B C D Blocks ground floor causing a nuisance. University to increase security in the area	
	Wentworth College 6/10	Youth has entered a flat through the window in D Block. No damage and nothing taken	2
ASB- Personal			0
Burglary			0
Drugs			0
Vehicle	Deramore Lane 26/10	Damage to motorbike, steering lock broken, ignition wires cut. Lock on front wheel taken.	1
Theft	Derwent College 1/10	Theft of bicycle from bike racks	
	Goodricke Lodge 3/10	Theft of bicycle from Heslington street. Locks also taken	
	Vanburgh College 3/10	Theft of bicycle from bike racks. Lock left behind	6
	McHugh Court 17/10	Theft of bicycle from locked anchor point. Lock left at scene.	
	Innovation Way 23/1	Theft of locked bicycle	
	Constantine College 27/10	Attempted theft of bicycle. 3 cycles stolen from campus west this evening	
Violence			0
Criminal Damage	University 30/10	Damage to table and chairs, toilets damaged causing flooding. CCTV available	1

Chairman's Signature

Date.....