HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM ON TUESDAY 17 APRIL 2018 AT 7.30PM

David Blacketer (DB)

Fiona Hill (FH) - Parish Clerk

Pauline Bramley (PB), Richard Bramley (RB), Rose Hilton (RH) and Lady Dorothy Lawton (DL).

Zena Richards (ZR)

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To record declarations of interest in items on the agenda:

Approved Chairman

None

Peter Hall (PH)

Councillors Present:

In Attendance:

Public Present:

Public Session:

To accept apologies for absence:

19/1

19/2

19/3

19/4

19/5

19/6

None
To confirm the minutes of the Parish Council Meeting held on Tuesday 20 March 2018: The Minutes were not approved, as awaiting amendments requested by PB.
To consider any applications received for the vacancy on the Parish Council: FH reported there were still two vacancies, which CYC had confirmed could be filled by co-option One expression of interest had been received, who had been invited to attend a meeting to meet Councillors.
To discuss matters arising from previous minutes: None
To Discuss, if necessary, long-standing matters: 1. Appearance of village 1.1 The Outgang - NTR 1.2 Dog Bin – Low Lane - NTR 1.3 The Lodge Parking – The Parish Council would keep a watching brief 2. Highway Matters - NTR 3. City of York Council 3.1 Local Plan - The Parish Council had submitted their response 3.2 Article 4 (2) Direction FH was asked to give Nick Allen the go ahead to proceed and request a time scale 3.3 CYC Community Governance Review - NTR 4. University of York 4.1 Antisocial Behaviour - NTR 5. Neighbourhood Planning DB gave an update on progress, which included meeting with the university on 16 May 18. If support was given, the draft plan would be submitted to the Parish Council for approval at the June 2018 meeting. This would trigger the communications and consultation phase
1 4 Pages

Date.....

- 6. Communication
- Website NTR
- Newsletter PH had prepared a draft, which was approved for printing

19/7 To receive any matters raised by members of public:

None

19/8 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. 18/00408/TPO garden House, Spring Lane

Letter B: No Objections, Unanimous

2. 18/00643/ADV Unit 7 Kimberlow Hill Retail Park

The lighting should be switched off outside of opening hours

Letter C: No Objections, Unanimous

3. 18/00672/FUL Sandal House, 29A Main Street

Letter C: No Objections, Unanimous

The proposed block driveway must be water permeable so as not to add to the run off into the lane as well as being environmentally friendly

4. 18/00696/REM Pool Bridge Farm, Wheldrake Lane, Crockey Hill

Letter B: No Objections, Unanimous

19/9 To report planning decisions by City of York Council:

None

19/10 To receive reports from representatives of following outside bodies:

- 1. Ward Councillors FH would ask KA for an update regarding:
- footpath affected by tree roots opposite Heslington Hall
- sinking road outside the Deramore Arms
- the Outgang quotes
- the dog bin to be placed on Low Lane
- Ward funding projects e.g. Long Lane/Low Lane
- 2. North Yorkshire Police see report at end of minutes
 - 3. Heslington East Community Forum NTR
 - 4. Good Neighbours Forum NTR
 - 5. Ouse and Derwent Drainage Board NTR
 - 6. Sports Field the AGM is in May and volunteers are needed
 - 7. York Environment Forum- NTR
 - 8. Alms Houses NTR
 - 9. The Meeting Room NTR
 - 10. Fulford & Heslington Ward NTR

19/11	To receive any new correspondence received by	the council:
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None

19/12 To receive matters raised by member

Approved	Chairman	Date

2 | 4 P a g e s

19/13 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 and an income & expenditure report

- 2. Financial management Internal Controls, Property/Asset Checks, Internal/External Audits NTR
- 3. General Data Protection Regulation (GDPR)

FH reported that this comes in to force on 25 May 2018 and further guidance/templates have been received. FH is checking all paper and electronic record, to ensure compliance. Parish Councils will need to subscribe to Information Commissioners Office. Parish Councils will be required to appoint a Data Protection Office. FH would work through the YLCA Action Plan and NALC Toolkit. Cllrs should audit their computer as they are associated as members.

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

5. To approve the following invoices for payment

 5.1
 Lengthsman
 Salary
 £325.05
 001752

 5.2
 Parish Clerk
 Salary
 £270.36
 001753

19/14 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 16 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:				
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 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: Employer pension scheme reference (EPSR) Pension scheme registry number (PSR)	Occupational 35LZ 12005124			
3. Work out who to put into a pension	Done			
4. Write to your staff	Done			
5. Declare your compliance	Done			

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Approved	Chairman	Date
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^{*} Please note change of date

York North Information to Parish Councils – Heslington

DATE: 1st March – 31st March

INCIDENTS OF NOTE:

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

SAFER NEIGHBOURHOOD ENGAGEMENT EVENTS

Next PCSO Pop-up Drop in Session

Coming soon

Update on any Crimes from Last Month

PARISH COUNCIL CONCERNS

Please add any concerns raised here and email back to <u>Lee.Pointon@northyorkshire.pnn.police.uk</u> (please do not return to sender)

ACTIONS PARISH COUNCIL INTEND TO TAKE BASED ON THIS INFORMATION

Please add any actions here and email back to <u>SNAYorkNorth@northyorkshire.pnn.police.uk</u> (please do not return to sender)

Please find below some useful links

Crime Statistics

https://www.police.uk/north-yorkshire/york-north/crime/

Community speed Watch

https://northyorkshire.police.uk/what-we-do/road-policing/community-speed-watch/

		4 4 P a g e s
Approved	Chairman	Date