

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 17 OCTOBER 2017 AT 7.30PM**

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

In Attendance: Fiona Hill (FH) - Parish Clerk
Keith Aspden (KA) – CYC Ward Cllr

Public Present: 21 - who all left after the public session

Public Session:

- Proposed Multi-storey Car Park

The Parish Council had received emails from parishioners regarding rumours of a proposed multi storey behind Dalham House on Heslington West car park . Parishioners expressed concern about noise, traffic, pollution, view, water table and lack of consultation. The Parish Council responded that they were unable to comment until a planning application was received. If/when an application was received; it would be included on an agenda and discussed at a meeting. Residents would be welcome to give their comments.

- Delivery Bay Walnut Close

KA would speak to CYC and York University to obtain a better understanding of parking within the Parish. A resident offered to do some survey work as to whom was parking in the Main Street West bays.

18/71 To accept apologies for absence:
Parish Cllrs Richard Bramley (RB) and Jeffrey Stern (JS)

18/72 To record declarations of interest in items on the agenda:

Local Plan	–	PB/ZR
Neighbourhood Plan	–	PB/ZR
Meeting Room	-	DL

18/73 To confirm the minutes of the Parish Council Meeting held on Tuesday 19 September 2017:
The Minutes were approved, with one amendment, which would be corrected for the next meeting

18/74 To consider any applications received for the vacancy on the Parish Council:
FH gave an update as follows:
- The vacancy created by the resignation of Bill McClean was approved for co-option
- The vacancy created by the resignation of Paula Clements was awaiting approval for co-option from CYC
PB advised the Parish Council that Jeffrey Stern had resigned from the Parish Council with immediate effect, so FH would advise CYC.
One potential inquiry had been received by the Clerk.

18/75 To discuss matters arising from previous minutes:

1. Article 4 (2) Direction – Funding

The Ward Funding application was signed and submitted

- FH was asked to chase up a response to the request to monitor pollution outside the primary school.

18/76 To Discuss, if necessary, long-standing matters:

1. Appearance of village

- PB had contacted BT (0800 661610) to ask them to clean up the phone box and they advised it would be done within five days (Job ref no: my1qab07 A basic clean had taken place. The Parish Council agreed that it should not be removed, as they were unsure where the next nearest one was and it may serve a bigger community that the Parish Council are aware of..

- Grass verge Main St treatment completed. DB was thanked for organising.

- DB reported that the planter was beyond economical repair, but he had a similar one, which he would gift in perpetuity to the Parish Council. The Parish Council accepted this generous offer and unanimously agreed funding to restock

- DL reported that the replacement door on Croft Cottage was much more appropriate.

- KA would report to CYC about a dip, a possible collapsed drain, in the centre of the road opposite The Deramore Arms.

1.1 Trees along Main Street – NTR

1.2 Main Street Footpath –It was reported that rough patching had been done, KA would follow this up.

1.3 Village Signs – NTR

1.4 Dog Bin – Low Lane – PB reported that CYC had advised that this was “Not High Priority”

2. Highway Matters - NTR

3. City of York Council

3.1 Local Plan – Discussed at Open Meeting.

3.2 CYC Community Governance Review –

Andy Docherty, Assistant Director, CYC had emailed to advise that the “de-warding decision now needs to be recorded in a formal Order made by Council and the changes in respect of Heslington can only take effect in 2019 at the next ordinary elections.

4. University of York

4.1 Antisocial Behaviour –

DL reported to Head of Halifax College a noise incident last Thursday evening and PH reported there had been a number of incidents between 2300-0300 in Lawrence Court.

PB/PH would follow up at the next Good Neighbours meet.

5. Neighbourhood Planning

DB had emailed Cllrs” Survey Responses”. Cllrs had not had time to read. Nov Agenda item for discussion .DB gave a brief progress report. No change from last month to financial sheet.

6. Major Events - Yorkshire Marathon – Sun08Oct17

Parish Council had not received any complaints, but PB reported that the loud speaker was very loud for about half an hour, but then it improved. Litter had been slightly better and KA had received some traffic management complaints.

7. Communication-

- Website – PB reported that she was “test driving” the draft before it goes “live”

- Newsletter – NTR

18/77 To receive any matters raised by members of public:

None

- 18/78 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. 17/01987/LBC 24 Main Street)
 2. 17/01989/FUL 24 Main Street)
 Letter B: No Objections, Unanimous
- 18/79 To report planning decisions by City of York Council:**
 None
 Little Hall amended planning application received – extension for response applied for.
- 18/80 To receive reports from representatives of following outside bodies:**
 1. Ward Councillors – NTR
 2. North Yorkshire Police – See report at end of minutes
 3. Heslington East Community Forum - NTR
 4. Good Neighbours Forum – PB asked Cllrs for matters to raise at next meeting
 5. Ouse and Derwent Drainage Board – NTR
 6. Sports Field – PB advised that a new representative was needed
 7. York Environment Forum- DL advised that the Local Plan would be discussed at the next meeting
 8. Alms Houses - NTR
 9. The Meeting Room – DL reported that there was a meeting tomorrow night
 10. Fulford & Heslington Ward – KA advised that there would be a meeting in January 2018
- 18/81 To receive any new correspondence received by the council:**
 None
- 18/82 To receive matters raised by members:**
 None
- 18/83 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 as at 10th October 2017 with a balance of £32629.96 and an income & expenditure report
 2. Budget/Precept/Reserves 2018-2019
 This was discussed and would be drafted for the November meeting and approved at the December meeting.
 3. Internal Control Checks
 Due to the lateness of the evening, these were deferred till next month.
 4. Property/Assets Checks
 These should be conducted throughout the year and Cllrs would discuss further at the next meeting.
 5. Matters raised with/by Yorkshire Local Councils Association (YLCA)
 5.1 Transparency Code Funding – FH reported that the further funding had been received and she continues to obtain advice about hardware, software and storage. PH would research options for internet access in the meeting room. PB/DB had attended the recent YLCA meeting and discussions had included – CYC Standards Committee, Data protection, Police reporting and burial grounds.

5. To approve the following invoices for payment

5.1	Parish Clerk	Salary	£270.36	001721
5.2	Lengthsman	Salary	£325.05	001722
5.3	Heslington Church	Grant	£200.00	001723
5.4	Paul Cox Landscaping	Spraying verges	£198.00	001724

18/84 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

21 November 2017	19 December 2017	
16 January 2018	20 February 2018	20 March 2018
17 April 2018	15 May 2018	19 June 2018
17 July 2018	21 August 2018	18 September 2018
16 October 2018	20 November 2018	18 December 2018

York North Information to Parish Councils – Heslington

DATE: 1st September – 30th September 2017

INCIDENTS OF NOTE:

Incident Type	Details	Total
Anti-Social Behaviour (ASB)	1	
Vehicle Crime		
Burglary	4	Business power tools stolen 2 x business burglary 2 x campus
Criminal Damage		
Drug Offences		
Theft	1	Bike lock cut
Violence		

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 |