

## HESLINGTON PARISH COUNCIL

### MINUTES OF A MEETING HELD IN THE MEETING ROOM ON TUESDAY 19 NOVEMBER 2019 AT 7.30PM

**Councillors Present:** David Blacketer (DB) Pauline Bramley (PB)  
Richard Bramley (RB) John Garner (JG)  
Peter Hall (PH) Beverley Heap (BH)  
Rose Hilton (RH) Tom Pearcy (TP)

**In Attendance:** Fiona Hill (FH) - Parish Clerk

**Public Present:** 1

**Public Session:**

- Charles XII Licensing Application – neighbours concerns
- New white communication boxes – appearing unsightly
- More House, wall towards Holmefield – fallen down

**19/192 To accept apologies for absence:**  
Parish Councillors Zena Richards (ZR)

**19/193 To record declarations of interest in items on the agenda:**  
PB and RB lodged an application for the Parish Council to grant a dispensation in respect of the restrictions, which apply to them when considering the matter in which they hold a declarable pecuniary interest – City of York Local Plan. FH had circulated YLCA guidance on this matter. The Parish Council unanimously agreed to grant a dispensation to both Cllrs.

**19/194 To confirm the minutes of the Parish Council Meeting held on Tuesday 15 October 2019:**  
These minutes, were approved and signed by the Chairman

**19/195 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 discussed at length, which gave newer councillors a better understanding ahead of the budget setting. Suggestions of possible grants to include into the next budget were discussed.

**19/196 To Discuss, if necessary, long-standing matters:**  
1. Appearance of village –  
Cllrs noted that York Vineyard Church are using Bank House for a night of worship. -  
Additional Litter and Dog Waste Bins  
The Parish Council could only have one bin, so it was agreed to have a joint bin on Low Lane.  
ACTION FH to let Cllr Aspden know  
- Virgin Media Boxes - Requested: paint green – ACTION JG would ask the village hall decorator for a quote for painting, conservation area green, the three white boxes and the 3 boxes near Holmefield.  
- Dog fouling/Tally Alley – Still waiting for the final two brackets.  
- Cycle racks – lack of within parish – ACTION PB would request another site meeting to discuss a possible alternative site.

- Footpath, University Road - Path diversion work –From CYC “Improvements to the footpath running along Heslington Road adjacent to Church Field are being considered as part of a separate scheme. Investigations are under way as to what can be done to improve the link.
- Graffiti wipes - the lengthsman now has them in the shed
- Main Street Parking Bay Review – Signs removed again.
- Trees, Langwith Stray – Nothing done yet, ACTION FH would chase up Halifax Estates

#### 1.1 Street Furniture

DB reported that, weather permitting, the bases would be laid next week. ACTION FH would check the ward funding application had been received by CYC

#### 1.2 Holmefield Lane Telecom Boxes

ACTION BH would ask if Holmefield Group would contribute towards the cost of painting

#### 2. Highway Matters

- Common Lane, Long Lane, Langwith Stray Potholes/Road surface – ACTION FH would write to Russell Stone, CYC to advise that the broken surfacing had reached the intervention levels.

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

#### 3. City of York Council

##### 3.1 Article 4 (2) Direction – NTR

##### 3.2 Local Plan

The Parish Council unanimously agreed that the gentleman who is representing Fulford PC would also represent this Parish Council at the hearings.

#### 4. University of York

- New University Development Forum – NTR

4.1 Antisocial Behaviour – JG/BH reported that the university response to increase night time patrols appeared to have initially made a difference, but over the last three weeks incidents had increased.

5. Neighbourhood Planning – Documents are all on website. Consultation is ongoing. The inspectors initial responses are expected Feb19

6. Communication: Website up to date with information provided.

Newsletter – Next edition would be drafted Dec19 and the submission deadline would be end Nov19

**19/197 To receive any matters raised by members of public: None**

**19/198 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. **19/02037/FUL** – Change of use of former research centre (Use Class B) to non-residential institution for academic use (Use Class D1) with associated internal alterations @ Yorktest Group Genesis 3 Innovation Way - The Parish Council unanimously agreed to **Object** for the reasons as follows:

- The application is against the aims of the University of York Science Park
- The application is against the City of York Council Business Plan
- The application gives the University of York too broad permissions going forward

2. **19/02201/TCA** – Various tree works including the felling of 5 no. trees in a Conservation Area @ Lord Deremores Primary School, School Lane – The Parish Council would support the felling of dangerous or diseased trees, subject to agreement by the relevant CYC Conservation Tree officer. In accordance with the Parish Charter, the Parish Council would request that any felled tree be replaced with another tree within the parish.

**ACTION FH** To set up alerts for \*reminder if a CYC response has not been received

**19/199 To report planning decisions by City of York Council:**

1. 19/01576/FUL – Enlarge existing pedestrian access to 3.0m to provide vehicular access to new car parking area in part of existing garden together with landscaping and laying gravel finish to new parking area (resubmission) @ Cherry Tree Cottages, Main Street - Approved

**19/200 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 – next meeting 16Jan20
5. Ouse and Derwent Drainage Board – RB was unable to attend the last meeting
6. Sports Field – PB reported that evidence of drug use had been reported to NYP.

**ACTION FH** To received in writing the request from Sportsfield Chair re insurance.

7. York Environment Forum – RH reported she attended the meeting last Tuesday and gave a summary of issues discussed.
8. Alms Houses – NTR
9. The Meeting Room – The Meeting Room committee are considering moving the war memorial plaque to the church.
10. Fulford & Heslington Ward – NTR

**19/201 To receive any new correspondence received by the council:**

1. Cecils, 7 Kimberlow Hill Retail Park – Licensing Application

The Parish Council had submitted a letter of objection, on 02Nov19), but Nigel Woodhead, Licence Enforcement Officer, City of York Council responded – “We cannot accept this representation as the last date for us to receive them was 11th October 2019. The application was advertised correctly by the displaying of blue notices at the premises and also a notice in the York Press. We are governed by legislation under the Licensing Act 2003 about who the applications are sent to and Parish Councils are not one of them. The decision whether to licence Cecil's is to go before members of the Council licensing committee this week”.

2. Charles XII - Licensing Application

The Parish Council unanimously agreed the response as follows:

Heslington Parish Council (HPC) objects to this application on the following grounds:

- Heslington is an historic and quiet rural village. This licence variation is in fundamental conflict with the status, key characteristics and significance of the Heslington Conservation Area and its Village Design Statement. Importantly the premises are in close proximity to and are on the regular walking route to and from the local primary school. An extension of the hours to sell alcohol at a time and in an area where children are routinely present is not appropriate, nor justified.
- HPC has serious concerns about this application and its potential impact on residents’ amenity and quality of life due to inevitable increased noise, public nuisance and illegal littering, including bottles and glasses left in the street, both throughout the whole day and particularly at unsocial

times. Also, increased traffic levels, traffic noise and traffic pollution further compromise residents' amenity at unsocial times. It is noted that no mitigation steps have been included in this application.

- The extensive beer garden to the rear of the premises will further damage local residents' rights to the quiet enjoyment of their own properties with these extended hours.
- HPC are currently supporting the University of York to eliminate the regular disruption to residents from late-night anti-social behaviour along Main Street, Boss Lane and the area around Heslington Hall. Increased opportunity to purchase and consume alcohol at both earlier and later times will only exacerbate existing problems and undermine attempts to combat anti-social behaviour, public order and littering. The University of York's Good Neighbours Forum reported on these problems extensively at its meetings held 2 July and 19 September 2019. As further evidence of the priority given to maintain public order and safety the York Streetwise project funds 2 staff specifically for Heslington to encourage responsible behaviour when moving through residential areas at night. This forum chaired by the University of York, Director of Estates and Campus Services, is attended by local Ward Councillors, Badger Hill Residents' Association, North Yorkshire Police, YUSU, Senior University Staff, Heslington Parish Council amongst others.
- North Yorkshire Police and the University of York Security Department reports for Heslington, routinely note incidents of anti-social behaviour, criminal theft/damage, incidents of drug use and supply, which are commonly linked to excess alcohol consumption.
- Removal of non-standard timings for Christmas Day and Good Friday are wholly without justification. These periods are one of the few times residents are protected from the noise, disruption and inconvenience of a busy public house.
- A similar application from these premises was refused in 2005 and those grounds for doing so hold fast today.

We therefore object to the proposals on the four points covered in the licensing objection criteria:

- the prevention of crime and disorder.
- public safety.
- the prevention of public nuisance.
- the protection of children from harm

**ACTION FH** To set up an if alert

- a response not received from CYC within 7 days of a request
- all CYC applications relating to the Parish within a three mile limit

**19/202 To receive matters raised by members:**

- Cllrs discussed a flier that had been delivered to some areas of the parish from Next Door Heslington
- BH reported that the Diocese of Middleton were managing the repair of the collapsed wall at More House.

**19/203 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

1. Bookkeeping records for year ending 31 Mar 20 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 discussed the first draft budget for 2020/2021.

3. Matters raised with/by Yorkshire Local Councils Association (YLCA)  
Info/updates emailed to Cllrs.

4. To approve the following invoices for payment

4.1	Parish Clerk	Salary	£287.70	001835
4.2	Lengthsman	Salary	£355.91	001836
4.3	B&Q	Planter plants	£10.00	001837
4.4	Jack Barber	Website hosting	£95.00	001838

**19/204 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as: 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  
Common Lane/Long Lane/Langwith Stray

Some repaired- awaiting other to be done

- Footpath, University Road  
opp Heslington Hall bus stop

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

- 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](mailto: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. Done

6. Declare your compliance Done

Type of Incident	Time and Location.	Heslington Report made and action taken by NYP	Total calls for Month
<b>ASB- Nuisance</b>	University 28/10	Youths causing issues	1
<b>ASB- Personal</b>			0
<b>Burglary</b>	Wentworth College 1/10	3 purses taken from students room	
	Constantine College 2/10	Cube mountain bike stolen from lockup shed - possibly some time ago as student has only just returned to university	3
	Wentworth College 12/10	Attempted break in to Veg Bar	
<b>Drugs</b>	University 29/10	Security found drugs / drug paraphenalia in students room	1
<b>Vehicle</b>			0
<b>Theft</b>	Derwent College 2/10	Wallet taken from bag. Cards have been used in Campus Shop and Tang Hall before card was cancelled	
	Wentworth College 3/10	Wallet taken from bag left in common room overnight.	
	James Way 5/10	Theft of cash from purse	
	Music Department 7/10	Handbag taken from music room - it was left unattended	
	Music Department 7/10	Rucksack taken from music room - it was left unattended	
	Halifax College 10/10	Theft of bicycle, lock was cut	13
	Derwent College 10/10	Theft of bicycle from bike rack, chain was broken and left on floor	
	University 14/10	Theft of locked bicycle from bike rack, lock also taken	
	University 25/10	Theft of locked bicycle from bike shed, lock also taken X2	
	Constantine College 28/10	Theft of locked bicycle from bike shed, lock also taken	
	Alcuin College 30/10	Theft of bicycle from bike shed	
	Constantine College 31/10	Theft of locked bicycle from bike shed, lock left on the floor	
<b>Violence</b>	Wood Court 3/10	Male assaulted and called names on No 66 bus	4
	James College 5/10	Drunk student became aggressive with a medic on site	
	Lodge Resid Home 7/10	Male resident has assaulted a female resident - this has also happened before	
	Heslington Church 29/10	Drunk male causing issues , threatening violence	
<b>Criminal Damage</b>			