

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM

TUESDAY 20 DECEMBER 2022 AT 7.30PM

Councillors Present: David Blacketer Pauline Bramley
Richard Bramley John Garner
Peter Hall Bev Heap
Rose Hilton Tom Pearcy
Zena Richards

In Attendance: Fiona Hill – Parish Clerk

Public Present: 0

Public session matters raised: None

22/73 a) To receive apologies for absence given in advance of the meeting:

CYC Ward Cllr Keith Aspden

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

N/A

22/74 To record declarations of interest in items on the agenda: None

22/75 To approve the minutes of the Parish Council meeting on 18th October 2022 and 15th November 2022:

Resolved / Approved (Unanimous)

22/76 To discuss matters arising from previous minutes:

- Phone Box – This would be deferred until the February 2023 meeting, when a representative of the Village Trust would attend the meeting.
- Block Drains – The Chairman had lodged a complaint with CYC, who have upheld the complaint. They will update HPC by the end of January of the action being taken to rectify the issues.

22/77 To report and make relevant recommendations on new planning applications:

- 22/02337/FUL - Variation of condition 1 of permitted application 12/02990/FULM to allow use of the tennis court cover and associated cabin until 2032 @ University Of York Sports Centre, James Way
Resolved / Objection (Unanimous)
 - It is a misuse of a temporary planning application, which was first applied for in 2012
 - It harms the visual amenity
- 22/02367/REM - Reserved matters application for appearance, landscaping, layout and scale for the installation of ground mounted photovoltaic panel array with perimeter fencing, and installation of roof mounted photovoltaic panels following the grant of outline permission 21/00193/OUT (Development of university campus) @ Solar Panels York Institute For Safe Autonomy Lakeside Way

Resolved / Objection (Unanimous)

- It is an inappropriate use of the limited amount of land and should be on the roofs of all buildings.
- It compromises the landscaping design masterplan
- It falls short of the standards required and quality of design in a Heritage Parkland setting

22/78 To discuss the Neighbourhood Plan

Cllrs discussed the actions they were working on and need some clarification from Mike Dando about how it should be presented.

Cllrs noted the email from Mike Dando (08Dec22) – *“As things stand, I have worked about 24 hours to date on tasks falling within Stage 1 of the agreed proposal/fee quote. This constitutes about 50% of the time allowance for this stage. While it has taken longer than anticipated to reach the point we are at, I am reasonably confident that with the Stage 1 work I still have to do, we will come in at something close to the original time estimate, assuming that are no unforeseen developments in the meantime”.*

The Clerk would confirm to the Consultant that HPC wished to take forward the work suggested.

22/79 To discuss financial matters with Responsible Financial Officer:

- Bookkeeping for current year to date
Parish Councillors had received a bank reconciliation totalling £56580.44, along with linked Income & Expenditure reports
- Financial Management:
 - Internal Controls - Due to insufficient time, this was deferred to January meeting.
 - Policy Review – The Parish Clerk reported as follows:
A review of the Data Protection/GDPR policies had been conducted.
Mandatory/Statutory Requirement Policies – already adopted and on website:
Privacy notice general, Privacy notice – employees, councillors, role holders and volunteers, ICO Model Publication Scheme,
Best Practice Policies - already adopted and on website - Record Management
Security Incident Log/Policy – Note Required
 - A Data Audit -should be a routine, each January, to audit records for previous year.
- Payment Approval:

Parish Clerk	Salary	Bacs	£
Lengthsman	Salary	Bacs	£
York Christmas Trees		001943	£286.00
Wheelbarrow Tyres		001944	£88.80
Lengthsman Tools		001945	£25.50

22/80 To receive reports from representative of outside bodies as follows:

- Ward Councillors – NTR
 - Bus Real Time Displays for York – The Parish Council considered the area to be well covered and did not have any further location suggestions.
- North Yorkshire Police – Report November 2022 at end of minutes
- Good Neighbours Forum/Heslington East Community Forum - NTR
- Ouse and Derwent Drainage Board – NTR

- Sportsfield – The Committee asked the Parish Council to consider including funding within the annual budget, that could be ring-fenced towards the cost of replacing play equipment. The Parish Council deferred this until the next meeting and asked for a detailed report to be available.
- Alms Houses – NTR
- Meeting Room –
 - Electrical Works – The Management Committee had paid for this work to be done, The Parish Council, would request, for insurance purposes, certification.
- Disabled Access – Cllr Aspden had emailed (16Dec22) as follows – “Apologies for the delay in getting back to you. I was just waiting for confirmation from council officers on how the scheme was progressing. I am pleased to say that the Council has now secured all of the permissions that it needs to start to progress to the next stage, subject to the retention of the existing roses and lavender. Please find attached the CAD drawing and the quote for the works that goes into some detail on the proposed improvements. Clearly a further version will be produced in consultation with any contractor once appointed, this process is now underway, which is likely to be a more technical version of the attached. Council officers would be very happy to join a future site visit and as previously promised there will be discussions with the contractors in advance of the works. I will use Heslington Parish Council as the point of contact for this but happy for the Parish Council to involve or coordinate with whoever they would like to be involved. The Parish Council would request that they are advised as soon as Highways have given final confirmation that they can progress the scheme, as they wished to arrange a site visit asap in the New Year. Cllr Garner reported that John and Dot Lawton were standing down from the Meeting Room committee in June 2023. An article would be placed in the newsletter and on the notice board to encourage new membership.

22/81 To discuss/agree actions with long-standing matters:

- Appearance of village - NTR
- Highway matters - NTR
- Safer crossing by the Outgang – The Parish Clerk would contact the local PCSO
- Active Travel Routes through Heslington Parish - Christian Wood, Smart Transport Programme Manager, City of York Council had emailed (29Nov22) as follows – *“I am happy to reiterate Councillor Aspden’s assurances about including Heslington Parish Council in any future consultations on the Wheldrake / Heslington scheme, and the University East/West campus scheme. As you may have noted from the report, the Wheldrake / Heslington scheme has now been paused pending further. I would therefore suggest we are not likely to be engaging in a consultation exercise in the near future. But we will certainly keep this information on record in case we obtain funding to continue the scheme. I will ask the team to update our records regarding your contact address too. It is possible that the incorrect contact address will still be held by other teams in the Council, and I would be happy to help solve that. If you let me know who you have been receiving the mis-addressed letters from, I can contact those teams and ask them to update their records on your behalf. I will also ask my team to include those stakeholders that you have identified in point 4 of your email into our future consultations on these 2 schemes. The University East West Campus scheme currently has funding to complete feasibility work,*

and would require additional funding if we were to proceed to construction. This feasibility work will likely involve a consultation, and I have copied in the scheme Project Manager @Eburne, Alex in case you have any further questions relating to this scheme. Please let me know if you have any further questions”.

The Clerk was asked to contact Julian Sturdy for a follow up response to their meeting 20th Sept 22. JS was contacting CYC and Wheldrake PC regarding issues raised including the harm and difficulties of the increased mix of potential users, would respond back to HPC.

- Field Lane Cycle Path – Cllr Aspden would be asked for an update
- Badger Hill Side Footpath – Cllr Pearcy would take photo, as the footpath is narrow due to grass ingress; this would be reported to Cllr Aspden.
- City of York Council:
 - Article 4 (2) Direction – Guy Hanson, Design, Conservation & Sustainable Development Manager, City of York Council had emailed (29Nov22) as follows – “*this appears to be going to an executive member decision now, scheduled for 24th January 2023. I will keep you updated of any further developments”.*
 - Local Plan – The CYC website show correspondence is ongoing between themselves and the Inspectors.
 - University of York – The Chairman had contacted the university, as their litter collections at the bus stop had stopped. The situation has improved.
 - Anti social behaviour – The Parish Council noted due to holidays it was currently quiet.
 - Communication:
 - Website – Up to date with info received
 - Newsletter – The January 2023 edition submission deadline would be 04Jan23

22/82 To discuss correspondence received by the council:

- The Parish Council noted the recent consultation regarding the proposal to create a devolved mayoral combined authority for North Yorkshire and York

22/83 To receive matters raised by members:

- The Parish Council noted the update from The Retreat, which included details of planning applications 22/02257/FULM and 22/02258/LBC, from the neighbouring Ward.
- Heslington/Fulford Ward team were looking for local venues to organise “Warm Hubs”. The Clerk would pass the information to Meeting Room Committee.

22/84 To confirm the details of the future meetings:

2023 – 17Jan, 21Feb, 21Mar, 24Apr*, 16May, 20Jun, 18Jul, 15Aug, 19Sep, 17Oct, 21Nov, 19Dec

* Please note change of date

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			0
Drugs			0
Vehicle			0
Theft	Main Street 4/11	Theft of bicycle from university	
	James Way 12/11	Theft of bicycle from university	7
	York Sport Centre 14/11	Theft of locked bicycle from outside sports centre	
	Deramore Lane 18/11	Theft of Aprilia Motorcycle .Motor bike chained to a metal pole, lock left behind	
	University Road 19/11	Theft of temp traffic lights and pedestrian lights. Man at work sign also missing	
	York Sport Centre 21/11	Theft of locked bicycle from outside sports centre. Lock also taken	
	University Road 28/11	Theft of bicycle from university	
Violence			0
Criminal Damage			0

Chairman's Signature

Date.....