

HESLINGTON PARISH COUNCIL

**MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 21 JANUARY 2020 AT 7.30PM**

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

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 0

Public Session: -

19/218 To accept apologies for absence:

Parish Councillors Beverley Heap (BH) and Zena Richards (ZR)
City of York Ward Councillor Keith Aspden (KA)

19/219 To record declarations of interest in items on the agenda:

Cllr Pearcy – Sportsfield – Committee Member

19/220 To confirm the minutes of the Parish Council Meeting held on Tuesday 17 December 2019:

These minutes were approved and signed by the Chairman

19/221 To discuss matters arising from previous minutes: None

19/222 To Discuss, if necessary, long-standing matters:

1. Appearance of village –

- Virgin Media Boxes – Cllr Garner had sent photos of boxes to FH, so letters could be written to BT and Virgin **ACTION FH**

- Dog fouling/Tally Alley – The brackets had arrived, to the signs could be fixed **ACTION DB/RB**

- Cycle racks – lack of within parish – NTR

- Trees, Langwith Stray – RH reported that the tree had not been worked on, so Halifax Estates would be asked for an up date **ACTION FH**

- Heslington Hall bus stop light still not working, so PB would chase up with KA **ACTION PB**

1.1 Street Furniture

The Parish Council agreed on the Westaby Bench, which was flat backed and plaques would be 150mm x 50 mm. The name would be in bold, with the printable area limited to four lines and the wording would be Garamond. RH to resend minor amendments to FH; FH to amend documents as discussed and re-send to councillors **ACTIONS RH/FH**

2. Highway Matters

- Common Lane, Long Lane, Langwith Stray Potholes/Road surface – FH would contact KA for an update **ACTION FH**

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

Chairman's Signature

Date.....

3. City of York Council
 - 3.1 Article 4 (2) Direction – NTR
 - 3.2 Local Plan – The first hearings had concluded and the inspector would decide if the next stage should proceed.
4. University of York
 - 4.1 Antisocial Behaviour – JG reported noise issues w/end 17th & 18th 2am/4am
5. Neighbourhood Planning – DB would seek an extension to the response deadline, until after the next Parish Council meeting, for the clarification notes. The working group were drafting responses, which would be circulated to the Parish Council before the next Parish Council meeting.
6. Communication: Website up to date with information provided.
Newsletter – Latest edition delivered, thanks to PH

19/223 To receive any matters raised by members of public:

JG reported a resident had expressed disappointment that the coronation bench had been moved without consultation and was he concerned about possible vandalism. A watchful eye would be kept.

19/224 To report and make relevant recommendations on new planning applications:

1. 19/02593/FUL - 2 storey side extension, 1no. light tube to front roofslope and 1no. light tube to rear roofslope @ 13 The Crescent - The Parish Council has No Objections
Action FH would submit the responses via the CYC Planning portal.

To report planning decisions by City of York Council:

1. 19/01624/FUL - Single storey rear extension, single storey side extension, 2no. dormers to rear, partial conversion of existing garage to habitable room, replace some existing windows and doors @ Rowan House, School Lane – Approved
2. 19/02214/FUL - Single storey rear extension with external access ramp @ Wedgewood House, Holburns Croft – Approved
3. 19/02438/FUL - Single storey extension to side @ Garden House Spring Lane - Householder Approval
4. 19/02439/CPD - Certificate of lawfulness for proposed development of single storey rear extension and replacement windows to first floor rear and side elevations @ 3 Lloyd Close – Granted

19/225 To receive reports from representatives of following outside bodies:

1. Ward Councillors – NTR
2. North Yorkshire Police –Report shown at the end of these minutes
3. Heslington East Community Forums – A meeting to be held Feb2020, DBC. Noted that work has already started on the Heslington East site.
4. Good Neighbours Forum – PB gave a summary of the meeting held on 16Jan20
5. Ouse and Derwent Drainage Board – NTR
6. Sports Field – A one off grant of £1023.70 towards insurance and rates was unanimously agreed, proposed: PB, seconded DB. TP reported an issue with recent bonfires at the Outgang. Issue with cars parking along the single track/ passing place on Common Lane when a w'end match on. **ACTION TP** would speak with the clubs.
7. York Environment Forum – RH informed HPC that the YEF meeting was discussing the results of the transport survey. Action RH to forward documents to HPC

Chairman's Signature

Date.....

8. Alms Houses – NTR
9. The Meeting Room – JG reported there was an issue with noise from a group who left the front door open, so the committee were working with them to find a way forward.
10. Fulford & Heslington Ward – Meeting expected in Feb20

19/226 To receive any new correspondence received by the council:

1. CYC – Determination of DMMO application 200601 Heslington – Boss Lane – Main Street
The Parish Council noted the content of this letter.

19/227 To receive matters raised by members: None

19/228 To discuss matters raised with/by Yorkshire Local Councils Association

1 York Branch Meeting (06Feb20 @ 7.00 p.m.) – Questions for Neil Ferris
DB/PB would attend the meeting. Cllrs gave PB a list of questions to be asked.

19/229 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
PB conducted internal controls and found everything in order.
- 2.1 Budget 2020/2021

The Parish Council unanimously agreed a precept of £17000.00, proposed PB, seconded TP

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	001843
4.2	Lengthsman	Salary	£355.91	001844
4.3	Handi Loop	Lengthsman	£7.99	001845
4.4	TG Cutt & Son	Fire Extinguisher Service	£71.58	001846
4.5	York Print	Newsletter	£97.00	001847

19/230 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as: 18Feb20, 17Mar20, 21Apr20, 19May20, 16Jun20, 21Jul20, 18Aug20, 15Sep20, 20Oct20, 17Nov20, 15Dec20

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

Chairman's Signature

Date.....

Type of Incident	Time and Location.	Heslington Report made and action taken by NYP	Total calls for Month
ASB- Nuisance	Main Street 2/12 James College Student Centre 11/12	Person running up/down street shouting & carrying on Youths climbing on university roofs, fire alarm has been set off	2
ASB- Personal			0
Burglary			0
Drugs			0
Vehicle			0
Theft	Alcuin College 03/12 Goodricke College 3/12 Grimston House 6/12 Lindley Court 6/12	Theft of bicycle from outside college - in the last week Theft of bicycle from outside college - in the last week Theft of bicycle from outside college , lock and helmet also taken Bicycle stolen from bike rack - sometime in the last month	4
Violence			0
Criminal Damage			0

Chairman's Signature

Date.....