

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM

TUESDAY 20 JUNE 2023 AT 7.30PM

Councillors Present: David Blacketer Pauline Bramley
Richard Bramley John Garner
Bev Heap Rose Hilton
Caleb Bell

In Attendance: Nick Love, Campaign for Real Ale (CAMRA)
City of York Councillor Kate Ravilious
Fiona Hill – Parish Clerk

Public Present: 1

Public session matters raised:

- The Lodge – visitor parking was discussed. Parishioners were advised to report illegal/causing an obstruction parking to North Yorkshire Police and to CYC if a vehicle is persistently damaging a verge. Cllrs Bramley and Heap would visit The Lodge next week. Cllr Ravilious would add this matter to her case work.
- Deramore Arms – Nick Love gave advice about the application procedure and advised that the original application was approved 16 March 2017. ACVs are valid for five years, so it expired 16 March 2022. The Parish Council would proceed with an application. Cllr Blacketer would speak to the current landlady.

Nick Love and the member of the public left the meeting

23/31 a) To receive apologies for absence given in advance of the meeting:

Parish Councillors Tom Percy and Zena Richards*

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

* Resolved / Approved (Unanimous)

23/32 To record declarations of interest in items on the agenda: None

At the last meeting Cllr R Bramley asked about dispensation from declaring an interest regarding the NP. In the November 2017 the minutes stated that advice would be sort from YLCA about this. In the December 2017 the minutes stated that Councillors no longer need to declare an interest in Neighbourhood Planning, as they now understand they have the same status as all other Heslington residents.

23/33 To approve the minutes of the Parish Council meetings on 24 April 2023, 16 May 2023 and the Annual Parish Council Meeting:

Resolved / Approved (Unanimous)

23/34 To discuss matters arising from previous minutes:

- Sheffield Bike Stand (Meeting Room) – Stand/fittings have arrived. Cllrs, Bramley and Garner would install.

- HMOs listings – Cllr Ravilious would try to assist with this.

Newsletter – Cllrs Blacketer/Pell were currently drafting the next edition, which would require input from a number of people to write articles on specific topics.

- Safer Crossing Outgang – Cllr Bramley had spoken with Greg Morgan, CYC Transport Planner. CYC had site visited on 7th June and the outcome was in favour of a new footpath set back, running between The Elms and Outgang. CYC suggest undertaking a viability study. The PC will receive an update on the study for next PC meeting (18th July).

Cllr Bramley requested that the other suggestions, signage, road markings etc. be implemented asap. Assurance was given that this would be the case.

- ROW/3309474 – Public Footpath Heslington 15 Modification Order 2021 - The Parish Council wrote to the Planning Inspectorate to advise they were happy to adopt the written representations procedure

23/35 To receive updates on long-standing matters:

Meeting Room – Cllrs Blacketer and Garner had met with a chartered surveyor and two roofers.

Resolved / The Parish Council would engage the surveyor, for three days work, at a cost of £1700.00 plus VAT, to write a report on what work is required, which would form the basis for a schedule of works, from which the roofers could be asked to quote. (Unanimous)

23/36 To receive report from Ward Councillor:

Ward Funding 2023-2024 – this was currently under review by the new council administration. There was some funds available for summer holiday sporting events and details would be sent to the Parish Clerk, which would be forwarded to Cllrs Pearcy/ Richards for the Sportsfield.

Potholes – these should be reported in the usual way. Cllr Ravilious would be happy to conduct a “village walk” by request.

Meeting Room footpath – This should be done as soon as possible, because the funding was still in place. Cllr Bramley reported that the original CYC Highways engineer was no longer in post, so his replacement was visiting site this Thursday, just to check everything.

Cycle Thefts – these are on the increase, so it is important to raise awareness. North Yorkshire Police arrange regular property marking events and details would be circulated.

Caretaker Roll – a summary was given of this idea currently being researched.

Post Office – due to the closure of the last bank, it was very important that the lack of accessibility into the post office was addressed, so this had been added to her case work.

Ward Drop In's – The hope was that in the future these would be held monthly in Heslington.

23/37 To receive updates on the Neighbourhood Plan:

John Roberts, CYC had responded regarding the mapping updates, which the Parish Council would revisit when the Local Plan was approved.

The completed work on policies 2, 5 and 8 had been forwarded to the consultant. Cllr Blacketer had some queries about the draft for policy 10 drafted by the consultant, which would be circulated around Cllrs.

The Parish Council continues to check the locality's website for further information to be announced on a 2023-24 NP grant.

23/38 To receive updates on the City of York Council Local Plan:

Cllr Ravilious reported that although the working group was yet to meet, the plan was progressing. The Parish Council had commented on the main modifications in the recent consultation. Documents added to HPC website

Another member of the public joined the meeting

23/39 To report and make relevant recommendations on new planning applications:

- 22/01966/ADV - Display of single sided part illuminated panel fascia complete with internally illuminated lettering and double sided internally illuminated projecting sign @ Wgif (Jersey) Trustee I Ltd And Wgif (Jersey) Trustee Ii, Unit 3, Kimberlow Hill Retail Park
Resolved / Neutral (Unanimous) "Lighting should be low level, static and only illuminated during opening hours".
- 23/00959/TCA - 1 no. Ash - removal of co-dominant stem and removal of two overhanging branches - tree in a Conservation Area @ Orchard House, Main Street
This application was discussed at the previous meeting.
- 23/01083/REM – Variation of conditions 1, 2, 3, 4, 5, 8, 12, 13, 15 and 16 of permitted application 22/01576/REM to alter approved design of building, landscaping and parking @ Land Lying To The North Of Kimberlow Lane
Resolved / Neutral (Unanimous)

23/40 To note planning decisions received:

- 23/00267/FUL - Removal of ATM, night safe and existing signage @ NatWest, 14 Main Street - Approved
- 23/00494/TCA - Fell 1no. Hawthorn; Crown thin 1no. Apple by 30% - tree works in a Conservation Area @ Lowfield House, Main Street - Consented

23/41 To discuss financial matters:

- Bookkeeping for current year to date/Internal Control Checks
Parish Councillors had received a bank reconciliation totalling £62691.71, along with linked Income & Expenditure reports. Internet banking application forms were completed again.

- Payment Approval:

Parish Clerk	Salary	Bacs	£
Lengthsman	Salary	Bacs	£
Yorkshire Internal Audit Services		1962	£350.00
Cllr P Bramley Lengthsman supplies/Sheffield Bike Stand+ bolts		1963	£121.03
Directions Planning Consultancy	NP	1964	£3297.90

Resolved / Approved (Unanimous) Cheque 001960/1 cancelled

23/42 To approve financial documentation for 2022-23:

- Annual Internal Audit Report within the Annual Governance and Accountability Return
- Section 1 - Annual Governance Statement within the Annual Governance and Accountability Return

- Section 2 - Accounting Statements with the Annual Governance and Accountability Return
 - the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

- Annual Internal Audit Report,
- Section 1 – Annual Governance Statement,
- Section 2 – Accounting Statements,
- Analysis of variances
- Bank Reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Resolved / Approved (Unanimous)

23/43 To discuss correspondence received by the council:

- North Yorkshire Police Monthly Report – Circulated to Cllrs
- Yorkshire Marathon (15Oct23) – Details of the road closures was circulated to Cllrs
Information received added to HPC website
- Good Neighbours – Minutes were circulated to Cllrs

23/44 To receive matters raised by members:

- University of York – Antisocial Behaviour – Cllrs reported several disturbances of raised voices in the early hours.
- Induction Document – Cllr Hilton was currently updating this.

23/45 To confirm the details of the future meetings:

2023 – 18Jul, 15Aug, 19Sep, 17Oct, 21Nov, 19Dec

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	Constantine College 7/5	Male caught breaking into bike sheds. Male arrested	1
Drugs	York University 30/5	Security have a box full of drug paraphernalia,8 bags cannabis, grinders, pipes seized from a student	1
Vehicle			1
Theft	Constantine College 1/5	Bicycle taken to bits and parts removed/stolen.	
	York Sports College 3/5	Theft of bicycle from bike racks. CCTV available	
	Lakeside Way 6/5	Theft of bicycle from bike racks outside Piazza Restaurant. CCTV available	
	Kimberlow Lane 5/4	Theft of bicycle from secure bike storage. Lock broken off	
	Kimberlow Hill Retail	2 x incident	
	Derwent College 10/5	Theft of bicycle from bike racks.	15
	University Rd 11/5	Theft of bicycle from bike racks.	
	Lord Deramores School 11/5	Theft of several bicycles from bike shed. Stolen in the last week	
	University Rd 11/5	Theft of bicycle from bike racks.	
	Wentworth Way 18/5	Theft of bicycle from bike racks.	
	YU Campus Shop	1 x incident	
	Lakeside Way 19/5	Theft of bicycle from bike racks	
	Goodricke College 19/5	Theft of bicycle from bike racks	
	Innovation Way 24/5	Theft of lifting equipment from gated compound. Bolts cut to get into compound	
Violence			0
Criminal Damage			0

Chairman's Signature

Date.....