

**HESLINGTON PARISH COUNCIL**

**MINUTES OF A MEETING HELD IN THE MEETING ROOM**

**TUESDAY 17 JANUARY 2023 AT 7.30PM**

**Councillors Present:** David Blacketer Pauline Bramley  
Richard Bramley Peter Hall  
Bev Heap Rose Hilton  
Zena Richards

**In Attendance:** CYC Ward Cllr Keith Aspden  
Fiona Hill – Parish Clerk

**Public Present:** 0

**Public session matters raised:** None

**22/85 a) To receive apologies for absence given in advance of the meeting:**

Parish Councillors John Garner and Tom Percy

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

Resolved / Approved (Unanimous)

**22/86 To record declarations of interest in items on the agenda:** None

**22/87 To approve the minutes of the Parish Council meeting on 20 December 2022:**

Resolved / Approved (Unanimous)

**22/88 To discuss matters arising from previous minutes:**

- Phone Box – To discuss at February 2023 meeting.
- Block Drains – Update from CYC due end of January
- Field Lane – A petition to carry about improvements to the footway running adjacent to Pond Field has been tabled for the agenda of the Executive member for Transport decision session Tuesday 17 January 2023.

**22/89 To report and make relevant recommendations on new planning applications:** None

**22/90 To discuss the Neighbourhood Plan**

Cllrs continued to work on evidence requested by the Consultant.

Cllrs were unclear what the consultant specifically means by “I find the current formatting (e.g. pagination, paragraph numbering, variable point sizes etc.) unnecessarily complicated, difficult to work with and therefore time-consuming in terms of making amendments. Would members mind if I reformatted the plan more simply”

Resolved The Parish Council agreed he proceeds with the Plan formatted more simply and ask him to direct Cllrs to a ready- made Plan so they may see the format suggested.

The Parish Council would forward to the consultant the University of York Strategy 2030 as shown below:

The University of York Strategy 2030<sup>1</sup> is based on four core principles and is focused around four key aims that inspire every area of university life - research, teaching, support and community aspirations.

This is underpinned by four core principles:

❖ Environmental sustainability	❖ Collaboration across multidisciplinary boundaries
❖ Internationalism	❖ Equality, diversity and inclusion

From these principles, four aims have evolved which focus distinctive paths of action:

➤ Curiosity-driven and action-oriented research	➤ Providing an education that empowers
➤ Local commitment on a global scale	➤ Creating a community without limits

<sup>1</sup>For more details and reporting see: <https://www.york.ac.uk/about/mission-strategies/vision-for-york/>

**22/91 To discuss financial matters with Responsible Financial Officer:**

- Bookkeeping for current year to date  
Parish Councillors had received a bank reconciliation totalling £64640.07, along with linked Income & Expenditure reports  
The Parish Council discussed changes to Earmarked/Ring-Fenced Funding, which would be resolved at the next meeting.
- Policy Review – The Parish Clerk had reviewed the finance policies as follows:  
Financial Regulations - Adopted 15Dec20, is still up to date, so no action required  
Asset Register - To be updated as part of the year end procedures  
Financial Risk Assessment – The YLCA template had been circulated, which would be updated for adoption at the next meeting.  
Risk Assessment/Management Policy – The YLCA template had been circulated, which would be updated for adoption at the next meeting  
Insurance register - provided annually by the provider.  
Grant Awarding Terms of Reference/Application Form - Adopted/On website  
Internal Controls Checklist - Adopted/Conducted at meeting  
Financial Management - Internal Controls – Conducted/Everything in order

- Payment Approval:

Parish Clerk	Salary	Bacs	£
Lengthsman	Salary	Bacs	£
TG Cutt & Son	Fire Extinguisher Service	001946	£75.18

Lengthsman Holiday Allowance 01 February 2022 – 31 January 2023

- Cllrs discussed in detail. To be resolved 21<sup>st</sup> Feb meeting

Appraisals:

- Parish Clerk - Thursday 19<sup>th</sup> January 2022
- Lengthsman - TBC

Chairman's Signature .....

Date.....

**22/92 To receive reports from representative of outside bodies as follows:**

- Ward Councillor – Cllr Aspden reported there was approx. £3000.00 Ward Funding left for final, small schemes projects.
- North Yorkshire Police – Report December 2022 at end of minutes
- Good Neighbours Forum/Heslington East Community Forum - Next meeting 24Jan23
- Ouse and Derwent Drainage Board – NTR
- Sportsfield – NTR
- Alms Houses – NTR
- Meeting Room –
  - Electrical Works – The Parish Council, would chase up the certificate on recent electrical works undertaken.
  - Disabled Access – Cllr Aspden reported that a site meeting, which would be attended by Liam Dennis, CYC and Jim Southerland, Highways, would take place at 1000hr on Wednesday 25 January 2023.

**22/93 To discuss/agree actions with long-standing matters:**

- Appearance of village – The Chairman had reported potholes – Common Lane, Long Lane and Langwith Stray.
- Highway matters - NTR
- Safer crossing by the Outgang – The Parish Clerk would follow up the invite to PCSO for discussion on safe crossing.
- Active Travel Routes through Heslington Parish -  
The Parish Clerk would chase up a response from Julian Saturday MP
- City of York Council:
  - Article 4 (2) Direction – Decision to be taken at Exec Member committee 24<sup>th</sup> Jan
  - Local Plan – Cllr Aspden reported that the CYC working group were feeling positive about work need to accommodate the amendments suggested by the Inspector and it was hoped the a public consultation would take place early summer.
  - University of York
  - Anti social behaviour – Term has restarted and there had already been a couple of noise incidents. - Communication:
  - Website – Up to date with info received
- Newsletter – The January 2023 edition was approved for printing

**22/94 To discuss correspondence received by the council:**

National Grid, Yorkshire Green Energy Enablement Project, Development Consent Order  
The Parish Council noted the content and agreed no further action

**22/95 To receive matters raised by members: None**

**22/96 To confirm the details of the future meetings:**

2023 – 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
<b>ASB- Nuisance</b>	Kimberlow Lane 22/12	Male refusing to leave bus, beng abusive. Bus driver locked in his cab. Police remove male	<b>1</b>
<b>ASB- Personal</b>			<b>0</b>
<b>Burglary</b>			<b>0</b>
<b>Drugs</b>			<b>0</b>
<b>Vehicle</b>			<b>0</b>
<b>Theft</b>	Derwent College 6/12	Theft of bicycle from bike rack outside college	<b>2</b>
	Alcuin College 10/12	Theft of bicycle from bike rack outside college	
<b>Violence</b>			<b>0</b>
<b>Criminal Damage</b>	University 16/12	Youths causing damage to toilets, grafitti. CCTV available	<b>1</b>

Chairman's Signature .....

Date.....