

HESLINGTON PARISH COUNCIL

MINUTES OF A MEETING HELD IN THE MEETING ROOM
ON TUESDAY 19 DECEMBER 2017 AT 7.30PM

Councillors Present: David Blacketer (DB) Pauline Bramley (PB)
Richard Bramley (RB) Peter Hall (PH)
Rose Hilton (RH) Lady Dorothy Lawton (DL)
Zena Richards (ZR)

In Attendance: CYC Ward Cllr Keith Aspden (KA)
Fiona Hill (FH) - Parish Clerk

Public Present: 0

Public Session: None

18/99 To accept apologies for absence:
None

18/100 To record declarations of interest in items on the agenda:
Local Plan – PB/RB/ZR
Meeting Room - DL

PB/RB/ZR no longer wish to declare an interest in Neighbourhood Planning, as they now understand they have the same status as all other Heslington residents.

18/101 To confirm the minutes of the Parish Council Meeting held on Tuesday 21 November 2017:
The Minutes were not approved, as a number of amendments were required.

18/102 To consider any applications received for the vacancy on the Parish Council:
The Parish Council welcomed Mrs Rose Hilton who had been co-opted as a member. FH reported there were still two vacancies, which CYC had confirmed could be filled by co-option

18/103 To discuss matters arising from previous minutes:
None

18/104 To Discuss, if necessary, long-standing matters:

1. Appearance of village

- Drop in Road - PB reported the CYC Officers would monitor
- Air Quality - FH had written to the primary school and the Head teacher’s response is shown at the end of these minutes. The Parish Council agreed to keep this matter under review.
- Fly-Tipping – PB reported that as this was on private land CYC would not remove, but Halifax Estates had now removed.
- Marque at Charles XII – Gareth Arnold, Development manager, CYC had emailed (13Dec17) as follows: “There are no hard and fast rules about when a temporary structure becomes a building and therefore potentially subject to the need for planning permission. It is a matter of judgement on the facts of each case. There is case law on the subject, the most significant (also concerning a marquee) setting three tests: the size of the structure in question; its permanence and the degree of physical attachment to the ground.

There doesn’t seem to be a record of a complaint in the planning enforcement system at the moment. I will raise a case and investigate.

1.1 Trees along Main Street

PB reported that the work had been done. The price structure had been previously approved, so the Parish Council awaited the invoice. PB had received some queries from parishioners, to which she had responded.

1.2 Main Street Footpath

This had been done and Cllrs were delighted with an excellent job standard. This was funded by the Ward Highways Fund and thanks were conveyed to KA.

1.3 Dog Bin – Low Lane

PB reported that “the area supervisor has now shown where the bin is going to be so he can show the men who empty it the new location.”

2. Highway Matters

PB had reported gushing water outside the Post Office. Yorkshire Water was now attending.

2.1 Parking Bays

Parking Bays – Sue Gill, Traffic Project Officer, CYC had emailed (15Nov17) In 2009 we added Hall Park to the R38 zone; the parking bay was added to the zone as a shared space to allow R38 permit holders to park unrestricted, but we did not alter the existing time of 12 hours for non-permit holders at that time.

We would agree the 12 hour parking for non-permit holders is excessive and this is the only bay of its kind that we know of; regrettably no-one can recollect why it was introduced like this. Consequently, I have added this request for further investigation/action within our next review process (2018); possibly a proposal to reduce the time available for non-permit holders to 2 hours.

The last time we requested permit numbers for this zone was in 2011. At that time there were only 8 household permits issued for the whole of the R38 zone. Currently there are 15 household permits issued. Excluding the shared space bay queried, we estimate there is dedicated space for 26 vehicles. A survey of the zone yesterday showed there were 17 spaces available in the dedicated areas. The current numbers of permits issued when balanced against the availability of space do not justify this issue being given priority at this time.

We appreciate your constituent is concerned that visitors to the Almshouses should be able to have access to this space and the current use prevents this.

The occupants of both Almshouses (in R38 and R13) are eligible for permits and visitor permits. In 2011 we extended the R13 zone to include The Elms Almshouses and introduced additional parking bays (with a 60 minute allowance for non-permit holders) to provide the residents with a better parking amenity for their visitors. A Household 2 authorization card is free to those over 60, and the visitor

permits cost 30p a day. Each household is allowed 220 visitor permits a year (which equates to over 4 a week).

The bays in R38 are only operational between 8am and 6pm, Monday to Saturday. Consequently any visitors outside these times would not need to display a permit.

Any visitor with mobility issues can park in any of Resident Parking Bays for as long as required as long as the blue badge is displayed. A resident with carers visiting on a daily basis can apply for an attendance permit for them to use.

The Lodge Care Home, Heslington Main Street advertise on their website that visitors can use the "University Sports Complex almost next door" for parking.

The comments received have been added to the file for consideration by the officer who undertakes the next review in the Fulford & Heslington Ward.

FH had submitted the consultation conducted by a parishioner and received a response as follows:

Thank you for the consultation document which has been added to the file.

The matter had already been referred to next year's review to take forward a recommendation as I outlined in my email of 15 November.

We do not consider the pressure on the Resident Parking zone (as a whole) would warrant immediate action even if we had the resources to undertake this. It is doubtful whether any proposed action, when implemented, would change the parking habits of residents within the zone. It is likely that Walnut Close will still remain the preferred parking area to the main street.

3. City of York Council

3.1 Local Plan

KA reported that the Working Group would meet with the Executive Committee in January 2018, to sign off the final draft, which would be subject to a final consultation, to be with the government inspector in Spring 2018

3.2 CYC Community Governance Review –

FH was asked to contact Andy Docherty, Assistant Director and the Chief Executive, CYC to ask that the Formal Order would be made by Council, by April 2018, as there were grave concerns about the delay of the document.

3.3 Article 4 (2) Direction – Funding

KA reported that this was currently been considered by the Ward Committee, before the meeting in January 2018.

4. University of York

4.1 Antisocial Behaviour –

PB reported that she had not received any reports in recent weeks. The 'Clubbers Bus' will be withdrawn from next spring term. Instead overnight buses 66 and 66a will operate. HPC were concerned that this would again cause disturbance in the early hours. A trial would also be introduced, of "security", meeting and/or travelling on the bus to remind students to be quiet when alighting. The Parish Council were please with the letter "Student Responsibility to the Community" drafted by the University. It will be sent to all students in off-campus addresses in the Newland Park area and in the Heslington area.

5. Neighbourhood Planning

DB reported that good progress was being made with contributed text, which had been reviewed by the consultant. Work was commencing with the draft policies for each section. The current finances were circulated around Cllrs. A further application to the Locality Fund for £4-5000 would be made before the deadline of 31 January 2018. BM would lead the application as previously. The Parish Council unanimously approved there would be £2000 available to spend until grant funding was received. It was unanimously agreed that DB/RB would both be Parish Council representatives on the Working Group.

6. Communication-

- Website – PB reported that the new website was now live and she was currently the administrator.

- Newsletter – PH had drafted the latest edition, which was now with the printers

18/105 To receive any matters raised by members of public:

None

18/106 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. 17/01767/FUL Little Hall)

2. 17/01868/LBC Little Hall)

3. 17/02745/FUL Kimberlow Hill Retail Park)

Letter B: No Objections, Unanimous

18/107 To report planning decisions by City of York Council:

None

18/108 To receive reports from representatives of following outside bodies:

1. Ward Councillors – NTR

2. North Yorkshire Police – NTR

3. Heslington East Community Forum - NTR

4. Good Neighbours Forum – PB/PH had circulated their meeting notes via email to Cllrs

5. Ouse and Derwent Drainage Board – NTR

6. Sports Field – PB reminded Cllrs that a representative was required

7. York Environment Forum- NTR

8. Alms Houses – ZR confirmed the burglary reported at last meeting happened 31 Oct 17

9. The Meeting Room – DL reported the kitchen had been ordered to be delivered January 2018 and installed sometime afterwards. It is hoped to eventually replace most crockery and cutlery.

10. Fulford & Heslington Ward – The next ward team meeting would be held in the New Year and dates/venues were currently been researched.

18/109 To receive any new correspondence received by the council:

1. CYC Minerals and Waste Joint Plan Document – Submission to the Secretary of State

KA reported that, with regard to fracking, CYC had included every protection that is legally possible

18/110 To receive matters raised by members:

None

18/111 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for year ending 31 Mar 18 to date

FH circulated the bank reconciliation as at 08 December 2017 with a balance of £25744.95 and an income & expenditure report

2. Budget/Precept/Reserves 2018-2019

FH presented a second draft for Cllrs to discuss in preparation for approving at the January 2018 meeting.

3. Internal Control Checks

These were conducted and everything found to be in order.

4. Property/Assets Checks

FH reported this was WIP and would be completed in the New Year.

5. Matters raised with/by Yorkshire Local Councils Association (YLCA) Updates/info emailed to Cllrs

6. To approve the following invoices for payment

6.1	Parish Clerk	Salary	£270.36	001730
6.2	Lengthsman	Salary	£325.05	001731
6.3	HMRC	PAYE	£891.60	001732
6.4	TG Cutt	Fire Service	£60.90	001733
6.5	B&Q	Meeting Room Kitchen	£2807.50	001734

18/112 To confirm the dates of the future meeting(s) on Tuesdays at 7.30 p.m. in the Meeting Room as:

16 January 2018	20 February 2018	20 March 2018
17 April 2018	15 May 2018	19 June 2018
17 July 2018	21 August 2018	18 September 2018
16 October 2018	20 November 2018	18 December 2018

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
5. Declare your compliance	Done

Thank you for getting in touch. I don't personally have a strong view on the matter. I suppose I would be asking what the rationale behind it would be, particularly as you will using your vital funds to carry it out.

From observation, I would guess that you would see a particular increase in levels between 8-9am and 5-6pm when many cars are using the road from Fulford/University to the Hull Road roundabout. With the installation of the lights at the top of Field Lane, you often have a lot of cars waiting on the road (thus increasing local CO2 levels) for several minutes until the lights change. Things also seem to have recently been busier during these rush hour periods because of the development of Germany Beck in Fulford and commuters opting for an alternative route to access the A64. The regular 66 bus route along the street will also mean that levels will be significantly higher than Main Street - Field Lane is naturally a lot busier because of its access to Heslington East.

If there is anything we can do to support your research into the issue, please do hesitate to get in touch.

James Rourke | Headteacher

Approved Chairman Date.....