



Heworth Without Parish Council
Gayle Enion-Farrington (Clerk to Parish Council)
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Present:

Councillor R. Clayton (Chairman), Councillor R. Cook, Councillor A Garbutt, Councillor M. Starkey, Councillor M. Wells, Councillor P.Wells, Councillor S. Whitmore, Councillor N. Ayre, Ian Cage (public) and Gayle Enion-Farrington (Clerk / RFO)

To be approved at HWPC meeting to be held 16/11/2020

67/2020. Apologies:

a. To Note Apologies and Approve Reasons for Absence
Councillor A. Thomas's second recorded absence was noted.

b. Andrew Garbutt, who was appointed new Councillor on 5th October 2020, was welcomed by the Chair

c. Councillor Sam Kelly's resignation was accepted. CYC has now advertised the vacancy, and should it not receive a request for a by-election, signed by 10 parishioners, by the 29th October 2020, we will go through a co-option process again.

68/2020. To Note any Declarations of Interest:

a. To Approve Dispensation Requests

None

b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

None

69/2020. Public Participation:

Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so.

PLEASE NOTE: Total time limit for this item is 30 minutes, each speaker limited to a 5-minute slot.

Ian Cage wished to raise the issue of the Community Speed Watch Campaign. It was agreed that Cllr M. Starkey will raise this issue again and this will be addressed in a later agenda item.

Ian also remembered that the Parish needs to request the data sent directly from the speed camera to the City of York Council to support our case about Stockton Lane speeds. Cllr Nigel Ayre offered to obtain and email that data over to the Clerk.

70/2020. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor

Cllr Nigel Ayre updated the parish on a number of key issues as follows;

- Support mechanisms for those on a low income if required to self-isolate are available from CYC. Cllr Nigel Ayre will email information to the Clerk for Facebook and Website.
- Anybody who receives council tax support is also eligible for support from CYC. Cllr Nigel Ayre will email information to the Clerk for Facebook and Website.
- COVID19 Testing centre is now open at the University of York and you can also access it via foot, bike and car etc.
- It was noted that University of York and Fulford is of most concern with it COVID19 infection rates and Heworth South, currently not our Parish.
- An update of Council Tax figures was discussed.

- A19 roundabout (Huntington / Strensall) to Hopgrove roundabout consultation is underway for dual carriage way.
- Possible left turn near the Hopgrove Toby Carvery may be installed – consultation underway.
- Small group meeting suggested with Cindy Benton to be held virtually to discuss play area via Cindy – This will be address within this meeting with a later agenda item.
- Discussed: some of us will meet Cllr N. Ayre soon to update the playarea and possible funding
- It was noted that Stockton Lane bus stop will be revamped near Galtres Road

71/2020. Minutes

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 21/09/2020
It was resolved to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 21/09/20.

72/2020. Councillor Vacancy

- a. To move to electing or co-opting a new councillor to replace Councillor S. Kelly
It was resolved to advertise the post immediately with CYC, as stated 67/2020 c.; and that if, after the elapse of 14 days (not including weekends) (**29th October 2020**) the CYC informs the Clerk that no election has been called for, the Clerk is immediately to advertise the vacancy for co-option.
- b. **It was resolved** to set and approve an interview date for all co-option applicants. Closing date for applicants is **18th November 2020** with possible **interviews Monday 23rd November 2020**
 These arrangements would be reviewed on 16th November at the next Parish Meeting.

73/2020. Planning:

- a. To Consider planning applications received - **none this month**
- b. To Consider any other planning related issues
It was resolved for Andrew Garbutt and the Clerk to attend a YLCA planning course on Thursday 22nd October 2020.
- c. To Consider any planning enforcement issues – **none this month**

74/2020. Finance:

- a. To Approve payments as detailed in Appendix 1
It was resolved to approve all following payments

APPENDIX 1

INVOICES TO BE PRESENTED FOR PAYMENT 19/10/2020

Invoices to be paid 19/10/2020 APPENDIX 1

		£
Clerk Payroll	wages	£324.24
	Home working allowance	£15.00
		£339.24
Clerk Expenses	zoom	£14.39
	Plusnet monthly SIM charge plus a charge to India, when returned a missed call	£11.00
	Amazon stationary supplies	£24.58
		£49.97
Groundsman	wages	£162.60
	Expenses - fuel	£22.68
Castle Trees	Work for Willow Tree in Stray Road Playarea	£580.00
Diana Rus	Allotment Plot deposit Refund	£25.00
Signs Express	Pro Forma for sign outside the play area	£57.60

YLCA	Invoice for Clerk & RFO Training on 5/10/2020	£15.00
TOTAL		£1,252.09

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 30 September 2020
It was resolved to approve the Cash Book & Income and Expenditure to 30 September 2020
- c. To Approve Bank Reconciliation Statement to 30 September 2020
It was resolved to approve the Bank Reconciliation Statement to 30 September 2020

75/2020. Heworth Without Parish Council Administration:

- a. To update progress with Vision ICT upgrading HWPC website to adhere to Web Accessibility Guidelines and be WAG Compliant.
It was noted that VisionICT are half way through their revamp of the Parish Councils website. The Clerk has seen a proof and given back initial feedback.
- b. To discuss the Double Taxation application submitted by the Clerk
It was noted that the Clerk had submitted a Double Taxation Claim for the Parish but as yet we have not had an update of the outcome.
- c. To note that all our meetings, for the present and the foreseeable (at least May 2021), have to be virtual and via the Zoom platform. This this requires all councillors to be able to participate either via zoom video link or via the telephone lines provided on the agenda.
It was resolved that all Parish meeting will continue to be zoom meetings and that all councillors needed to make every effort to attend.
- d. To consider revamping the rota for play park litter pickers and procuring equipment for them.
It was resolved to wait until a new councillor was appointed but in the meantime there is a need to purchase more equipment: Hi-Viz Jackets with Heworth Without Council on them, Pickers and gloves etc - Clerk to source. Cllr R Cook stated that Christina Davey, Environmental department at CYC may be able supply litter pickers and gloves. Clerk to investigate.
It was resolved to also request the council for some recycling bins within the play area – clerk to enquire
- e. To consider asking the community centre to consider ways of making the defibrillator more accessible.
It was resolved to write to the Community Centre Committee to assess if they can make the gates easier to open.

76/2020. To Consider Issues Relating to Parish Assets and Open Spaces

a. Stray Road play area

- i) To update on the progress of the annual playground inspection and consider any actions required should a report be submitted prior to the parish meeting.
It was noted that the inspection should be within the next 5 days, but as yet Playscheme cannot confirm an exact date.
- ii) To consider correspondence from Mr P McCarthy & Mrs S Starkey (local residents) and Applefields School, regarding Stray Road Play Area proposals
It was noted that all correspondence had been read by all councillors at tonight's meeting and their views will be taken into consideration in future discussions and decisions about the play area.
It was resolved in principle to adopt a RADAR key , but not until the area is totally accessible. Also to consider the location where it should be positioned to access relevant equipment.
- iii) To report that Cindy Benton, Community Involvement Officer; Communities & Equalities Team for our ward, employed by City of York Council has offered to speak to us regarding engaging the local youth to reduce any social behaviour. Sadly she couldn't make this parish meeting but is available for zoom or future small face to face socially distanced meetings in our play area.

It was resolved to set up a meeting via zoom to support the parish with youth engagement and support for youth groups. Monday, Thursday or Friday are best for our councillors.

- iv) To acknowledge and thank the SPAR (Bad Bargain Lane) for their donation of £200 towards new play equipment on Stray Road.
It was noted how grateful we are for the extremely helpful £200 donation for Heworth Without Parish Council's play area.
- v) To report progress on the future investigations for the play area equipment
It was resolved that the working group should bring together all 4 quotes and report back at the next parish meeting, with a series of agreed recommendations.
- vi) To approve that any new adult gym equipment will be located outside of the play area and located within Jubilee Wood / Wildlife area due to new legislation concerning children's play areas and safety for toddlers.
It was resolved that the new adult gym equipment will not be located within the play area.
- vii) To approve signage by Signs express for 'no parking' outside the play area and payment of pro forma. (note fixing battens are provided to suit existing fence railings).
It was resolved for the clerk to pay the pro forma and order the agreed sign as detailed below.

VISUAL PROOF

Client: Heworth Without Parish Council
File name: Parking Signage
Date: 22.09.2020

Job No.: YD13125
Designer: LM
Version: 01

CLIENT APPROVAL

Signed: _____

Print Name: _____

Date: _____

OFFICE USE

Send Out Copies: _____

Design Approved: _____

Location: _____

Job No: _____

Job Name: _____

Special Comments: _____

THERE ARE USUALLY SMALL CHILDREN IN THIS AREA AND ACCESS IS NEEDED FOR CONTRACTORS, EMERGENCY VEHICLES AND THE DISABLED.

PARKING IS AVAILABLE IN THE DRIVE LEADING TO THE NEARBY COMMUNITY CENTRE CAR PARK.

1 (no) 305 x 200mmmm Parking Signage

Please check the artwork thoroughly, including any sizes, colours and spelling (including company contact details). We cannot be held responsible for any artwork errors once the job has been approved.
This drawing is the property of Signs Express (York) and can only be used with our consent. Any unauthorised use of these designs will result in a £100 + VAT artwork charge. Whilst every effort is made to match your corporate colour scheme, if you are in any doubt about the colour matching please request to view our colour samples.
Artwork prepared by: Signs Express (York), Unit 2 Osboldwick Industrial Estate, Outgang Lane, York, YO19 5UX

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YORK

SIGNAGE | GRAPHICS | VEHICLE GRAPHICS
CUSTOMER MAILING | WINDOW GRAPHICS
BANNERS | EXHIBITION DISPLAYS | STYLING
DESIGN | MANUFACTURE | INSTALLATION

www.signsexpress.co.uk
york@signs-express.co.uk
01904 431343

b. Stray Road Playing field, Jubilee wood and wildflower meadow

- i) To report on matters relating to Playing field, Jubilee wood and wildflower meadow
It was resolved that Cllr R Cook will contact Good Gym to see if they can support an annual tidy up and maintenance of the area to support future wildlife. The Clerk will set up an email conversation.

c. Open Spaces and other assets

- i) To report progress refurbishing the condition of the parish noticeboards.
It was resolved to experiment on the Beans Way Noticeboard with some air holes to reduce condensation.
- ii) To note Heworth Without Community Centre have completed approved work on their Willow Tree which is overhanging their entrance driveway.
It was noted that the Willow tree work has been completed.

d. HWPC Allotments

- i) To report changes with allotment tenants and approve a £25 deposit refund for Diana Rus who has left her plot ready for the new tenant.
It was resolved to refund Diana Rus and the clerk confirmed that the plot has already been taken by a new tenant.

77/2020. Employment and Training:

- a. To Consider any current employment/training related issues

It was noted that as soon as any new councillor courses present themselves Cllr A. Garbutt is to be encouraged to attend.

78/2020. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings

Feedback from YLCA Meeting 8th October 2020 via Zoom was presented as 3 councillors attended. Information is below.

Karen Mann gave a report of YLCA's work since the last meeting in June, which consisted mainly of:

- casework
- covid-19 related work
- community building re-openings
- councillor vacancies
- returning to socially-distanced work and then from 22nd Sept, working from home again
- setting up training sessions, which have been very successful

Training

Unusually there will be training sessions over the coming winter months, in the form of webinars, including some on cemetery management.

If there was a webinar which councillors wanted to attend but couldn't make the date, they can now contact YLCA and for £10 will be able to download a copy of the training session.

What to look out for:

- 17th November "Managing Others" combining community and interpersonal skills
- The YLCA in collaboration with NALC and Nimble are producing an online programme of courses for clerks and councillors. These can be worked on over a period of 12 months.

A plea

If councils want to ask a question, please email on the site (different for councillors and clerk), where it will be logged and have a turnaround of 15 days max.

Points of discussion

1. Should North Yorkshire become a unitary authority?

The idea seems to have come from Whitehall, and so far, nobody in North Yorkshire seems very keen. The City of York Council has not publicised this and wishes to remain autonomous. This topic has already been aired at some parish councils. It was felt that we would be lost under one more layer of bureaucracy and that in all likelihood, further work would be passed on to Parish Councils.

2. Housing White Paper

Simplification of the planning system seems to have resulted in centralisation, which means decisions are made without knowing the local situation. In effect, this could mean approval is granted in London for building on green spaces in York.

There has been loss of confidence in the Local Plan (which was deemed to be good and well-balanced) because of the delays and the fact that it has not been finalised. This means that three years could possibly have been wasted.

YLCA meetings for the coming year

Thursday 4th February 2021

Thursday 3rd June 2021

Thursday 21st October 2021

79/2020. To Consider Highway/Transport Issues:

- a. To Receive update re: HWPC involvement in Community Speed Watch initiative
It was resolved for Cllr M Starkey to chase this up, as the Parish is keen to action. Cllr N Ayre stated that he would email the clerk some statistics and speed stats from Stockton Lane.
- b. To Note any further highway issues.
It was noted that Bad Bargain lane is to be resurfaced, next week, all local residents have been informed.

80/2020. Policing and Security Matters:

- a. To Consider Neighbourhood Policing Team Report
It was noted that although we have requested a monthly police report, as yet we have received nothing. Clerk to chase again especially about reports for the Recreational area.
- b. To Consider any further policing and/or security related issues
None

81/2020. Correspondence:

- a. To Note Correspondence to the clerk received not specifically dealt with on this agenda
None

82/2020. To Note matters for Information and items for next monthly meeting agenda

It was resolved to discuss Newsletter contents and vandalism of trees within Jubilee Wood at the next meeting

83/2020. To Confirm date and time of next meeting

To Confirm date, time and venue for the next ordinary Meeting of Heworth Without Parish Council as Monday 16th November 2020 at 7pm via zoom platform.

This was agreed