



**Heworth Without Parish Council**  
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## **DRAFT Minutes of the Meeting of Heworth Without Parish Council held 18<sup>th</sup> October 2021; in HEWORTH WITHOUT COMMUNITY CENTRE, APPECROFT ROAD, HEWORTH YO31 0HG**

### **Present:**

Councillor R. Clayton (Chairman), Councillor A Garbutt, Councillor D Harrison, Councillor G Murphy, Councillor M. Starkey, Councillor P. Wells, Councillor M. Wells, and Gayle Enion-Farrington (Clerk / RFO), Mrs Shirley Starkey (public), Mrs Asha N Basu (public)

### **132/2021. Apologies:**

- a. To Note Apologies and Approve Reasons for Absence

**It was approved** that Cllr R Cook had submitted his apologies and his reason for absence  
Councillor N Ayre submitted a report as he is covering a meeting at CYC

### **133/2021. 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**

### **134/2021. 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.**

Double hedgerow proposal at top of **Stray Road Play area** – the council was asked to consider its positioning so that children cannot hide behind the hedgerow, in between the fence. See item 140bi below.

**Stray Road** – Concern was expressed at the speeds of vehicles using this road, especially as there is a school and a playground and community centre nearby. Parish Council responded that they will liaise with Cllr Nigel Ayre to get evidence through Speed watch (if possible, as the location needs approval) and to discuss if the speed can be reduced from 30-20 mph.

### **135/2021. A) To Receive report from Councillor Nigel Ayre – Heworth Without Ward Councillor**

ID Badges - these are produced in-house by CYC: awaiting relevant officer to return from annual leave.

Elmfield Avenue - the one on the corner of Straylands/Elmfield is a joint poo/litter bin - uncertainty as to which poo bin Cllr P Wells was referring to. **It was requested** for Cllr P Wells should liaise with Cllr N Ayre on the exact location of the bin in question.

Horse sign - there's been a switch in ward community officers: still chasing

Speed gun – sorted see item 143/2021b

Bin at Beans Way - we cannot have an additional litter bin. – The Parish council **resolved** to query this ruling.

Footpaths Beans Way - should be done 5-8th November 2021

Speed data from sign - link shared [Online Speed Concern Report \(1.0\) \(victoriaforms.com\)](#)

### **136/2021. Minutes**

- a. To Approve Minutes of the Ordinary Meeting of Heworth Without Parish Council held 20/09/2021

**It was resolved** to approve said minutes as a true and accurate record of the Ordinary Meeting of Heworth Without Parish Council held 20/09/2021

### **137/2021. Planning:**

- a. To Consider planning applications received

<b>CYC Reference</b>	<b>Address</b>	<b>Description</b>
21/02039/FUL	79 Burnholme Avenue York YO31 0NA	Two storey side and single storey rear extension <a href="#">approved</a>

- b. To Report that a supporting email on behalf of HWPC was submitted regarding the proposed public footpath from Bad Bargain Lane to Burnholme Avenue (beside the Spar) and notification of receipt has been received.

**It was noted**

- c. To Consider any other planning related issues

**It was reported** that The Committee of the Community Centre have been in touch about future plans for the re-development of Hempland Primary School. They are very supportive of the development - however the company exploring options on behalf of the Department of Education, Mott MacDonald, are considering the practicability of access to the rear of the school through the community centre car park, which is very close to residents, and would significantly affect the car park and usage of the community centre. The CC committee has given permission for initial surveys to take place.

**It was noted** that at this stage the Parish Council has no more information and will continue to liaise with The Community Centre Committee

- d. To Consider any planning enforcement issues

**None**

**138/2021. Finance:**

- a. To Approve payments as detailed in Appendix 1

**APPENDIX 1**

**HEWORTH WITHOUT PARISH COUNCIL**

**INVOICES TO BE PRESENTED FOR PAYMENT 18/10/2021**

Invoices to be paid after 18/10/21	INVOICE DATE	SUPPLIERS VAT REGISTRATION NUMBER		£		
Clerk Payroll	25/10/2021		wages	£461.44		
Clerk Home Working	25/10/2021		Home working allowance	£20.00		
Clerk Expenses	15/10/2021	GB373142903	zoom	£14.39	inc VAT	invoice due 15/10
Clerk Mobile	25/09/2021	245719348	Plusnet monthly SIM charge Now by DD	£6.00	inc VAT	Paid by HWPC DD
Groundsman	25/10/2021		wages	£180.80		
Playscheme	23/09/2021	991261114	Surface repair	£150.00	inc VAT	Paid as previously approved - Processed Oct 21
Autella Payroll	25/09/2021	326597472	Payroll services July-sept 2021	£53.56	inc VAT	
Argos	08/11/2021		Printer and ink	£247.97	inc VAT	
<b>TOTAL</b>				<b>£1,134.16</b>	Total	

**CASH BOOK MONTH 6 SEPTEMBER 2021-2022**

**INCOME**

DATE / Explanation	VAT REFUNDS	ALLOTMENT RENT	BANK INTEREST	PARKS/OPEN SPACES	GEN. ADMIN.	TOTAL	
<b>B/FWD</b>	<b>£6,447.83</b>	<b>£20.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£11,333.50</b>	<b>£17,826.33</b>	
VAT REFUND						0.00	
<b>CYC Playarea Improvement fund</b>				<b>£5,900.00</b>		<b>£5,900.00</b>	B
2nd Precept Payments					£10,907.50	£10,907.50	B

Allotment deposit						£0.00
Allotment Rent						£0.00
<b>TOTALS</b>	<b>0.00</b>				10907.50	16807.50
<b>C/FWD</b>	<b>£6,447.83</b>	<b>£20.00</b>	<b>£0.00</b>	<b>£5,900.00</b>	<b>£22,241.00</b>	<b>£34,633.83</b>

**It was resolved to** settle all above accounts with immediate effect. Invoices checked and approved by Councillor R. Clayton and all Councillors agreed.

**It was resolved** for Cllr M Wells to be the second checker of the accounts next month as per the Financial Regulations

- b. To Approve Financial Accounts in Cash Book & Income and Expenditure to 30<sup>th</sup> September 2021  
**It was resolved** to approve the Cash Book & Income and Expenditure to 30<sup>th</sup> September 2021
- c. To Approve Bank Reconciliation Statement to 30<sup>th</sup> September 2021  
**It was resolved** to approve the Bank Reconciliation Statement to 30<sup>th</sup> September 2021
- d. To Approve Budget Monitoring of Income and Expenditure up to 30<sup>th</sup> September 2021, against this year's budget.  
**It was resolved** to approve the Budget Monitoring of Income and Expenditure up to 30<sup>th</sup> September 2021 and to note that we are on track for our 6 month point.

**139/2021. Heworth Without Parish Council Administration:**

- a. To report the outcome of the readvertised Councillor vacancy with the new deadline of 14<sup>th</sup> October 2021 midnight. To consider an interview date for potential candidates.  
**It was resolved** to interview Mrs Asha N Basu by full council at 6.30pm on Monday 15<sup>th</sup> November 2021, as per our co-option policy.
- b. To consider purchasing ID badges for Councillors and Clerk to wear when conducting parish work, such as at Meetings, conducting surveys, hosting community talks, play area and allotment inspections etc  
**It was resolved** for the clerk to liaise with Cllr Nigel Ayre and to inform the Parish Council of costs to get the badges produced using CYC.
- c. To consider next parish Newsletter  
**It was resolved** to get a newsletter published soon and all submissions to be directed to Cllr P Wells by 31<sup>st</sup> October 2021, particularly on what has been achieved or is about to be implemented, and finding out what our community wants from its Parish Council.

**140/2021. To Consider Issues Relating to Parish Assets and Open Spaces**

- a. Stray Road play area
  - i) To update on the installation date of the Waltzer roundabout and works to make the access gateway more accessible.  
**It was noted** that the installation is imminent – awaiting a start date.
  - ii) To consider quotes for the installation of the cycle and scooter racks and related costs and approve a supplier and contractor for installation. Laura Dickson from **CYC Installation Team confirmed that the cost would be two days @ £1470**, only for adult rack. **Move It confirmed that the cost would be two days @ £850** as concrete needed to set, but this includes all 3 racks, not just one.  
**It was resolved** for Move it to install all 3 racks. They are also required to apply to Highways for permission on the installation dates and for the clerk to purchase a scooter rack for 10 scooters and the children's bike rack.
  - iii) To consider signage to prevent bikes getting propped up against the newly adapted access gates, as it is affecting the groundsman and those with wheelchairs and pushchairs seeking access. Or possible review of all signage so multiple signs can be combined into one.  
**It was resolved** to wait until next month when cycle racks are in place and review.
- b. Stray Road Playing field, Jubilee wood and wildflower meadow
  - i) To consider a proposed double hedgerow at the top of the playing-field  
**It was resolved** to plant a bramble / rose hedgerow and to liaise with Cllr R Cook on how to proceed.
  - ii) To consider a Report from Cllr G Murphy after liaising with the head teacher at Hempland Primary school - item 124  
**It was reported** that Hempland Primary School would like to be involved and use Jubilee Wood; and **it was resolved** that Cllr G Murphy and other Cllrs should have a meeting with school personnel and report back at our next meeting on 15<sup>th</sup> November 2021.
  - iii) To Report on other matters relating to Playing field, Jubilee wood and wildflower meadow  
**It was reported** that the groundsman has reported lots of excrement on the football area – initially it was thought it was dog poo, but it is more likely to be hedgehog poo, upon further expert inspection. Cllrs have been issued poo bags in case it becomes a bigger issue, but we expect them to hibernate soon.
- c. Open Spaces and other assets
  - i) To report views on a bus shelter being installed at Stray Road / Applecroft Road Bus Stop  
**It was resolved** to include a consultation within the newsletter.
  - ii) To report the feedback from residents regarding Beans Way notice board.  
**It was reported** that demand is sufficient to keep the noticeboard on Beans Way
  - iii) To approve Beans Way noticeboard to be repaired using Signarama which has already repaired noticeboards at Ash Close and Applecroft Road.

It was **resolved** to approve repair of both Beans Way and Stockton Lane noticeboards by Signarama costing £169.40 + VAT each

- iv) To consider replacement or repair of the seat on the corner of Stockton Lane and Ashley Park Rd (other side from the bus stop, near the flats)

It was **resolved** to replace it with a black metal bench similar to those at Applecroft Road bus stop and in the Play area - cost £718.96 (inc delivery at £176) and installation by Luke Gommersall £445. Clerk to organise

- v) To report matters relating to our open spaces and assets.  
**None**

d. HWPC Allotments

- i) To report on the progress with digging a small ditch along the side of Stray Road Allotment to reduce future flooding and to seal up cut - throughs and leave only one near the edge of the beck side path.

It was **reported** that work has commenced and should be completed by the next meeting in November 2021.

**141/2021. Employment and Training:**

- a. To Consider any current employment/training related issues  
**None**

**142/2021. Councillor Activities -To Receive Reports from Councillors who have attended recent training events and meetings**

YLCA meeting has been postponed to 21/10/2021

**143/2021. To Consider Highway/Transport Issues:**

- a. To Report progress with HWPC's involvement in the Community Speed Watch initiative  
It was **reported** that it is still going well and more dates are planned
- b. To report that item 127 at last meeting required a Grant application to be submitted to Heworth Without Ward for the purchase of a Radar speed gun and related equipment for the sole use of HWPC. This was submitted on 8<sup>th</sup> October 2021. To approve the Clerk to purchase the equipment for HWPC, once the grant has been approved.  
It was **reported** that the grant has been approved for £266.20 and we have all documentation to confirm that monies will be in the bank account shortly and **it was resolved** for the Clerk to purchase the items.
- c. To Note any further highway issues.  
**None**

**144/2021. Policing and Security Matters:**

- a. To Consider Neighbourhood Policing Team Report  
It was **noted** that crime was in general low within the parish (more on our perimeter boundary) and it was pleasing to see that there were no reports regarding Stray Road Play Area. The continued PCSO presence appears to be working.
- b. To Consider any further policing and/or security related issues  
**None**

**145/2021. Correspondence:**

- a. To Consider Correspondence to the clerk received not specifically dealt with on this agenda  
WildYork correspondence - **It was resolved** that as a Parish Council we support the aims of WildYork and Cllr Roger Cook is to liaise and report back.

**146/2021. To Note matters for Information and items for next monthly meeting agenda**

To review policies in November 2021 and to add it as a standard agenda item if one needs to be reviewed.

Co-option interview outcome

Newsletter

Waltzer and cycle racks update

Liaisons with Hempland School and the use of Jubilee Wood

WildYork correspondence update

**147/2021. 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 15<sup>th</sup> November 2021 at 7pm.

It was agreed and meeting closed at 9.00pm

R. D. Clayton

Minutes approved on 15/11/2021