

**Minutes of the meeting held at the Village Hall on Tuesday 24<sup>th</sup> July 2012.**

*The Chairman opened the meeting at 7.00pm.*

No members of the public were present.

**Council Members Present:**

Cllr. Harrison (Chair), Cllr. Jemison (Vice Chair), Cllr. Mellors, Cllr. Mrs Clifton and Cllr. Neale.

- 12/111 1 **Apologies for absence.**  
Cllr. Higgins, Cllr. Mrs Green, Cllr. Kelly and Cllr. Mrs Gajewicz
- 12/112 2 **Declarations of Interest**  
At this point Councillors are asked to declare any judicial interests they may have in the business on this agenda: *Nothing declared.*
- 12/113 3 **Minutes of Meeting 26<sup>th</sup> June 2012**  
  
Acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Neale. Carried unanimously by all who attended the meeting.
- 12/114 4 **Consideration of Planning Matters and recommendations of the Planning Group**
- 4.1 Notice of Applications received
- 4.1.1 **76 Montague Road.** Loft conversion with dormers to front and rear. 12/02040/FUL. Objection. (Comments made)
- 4.1.2 **Grannies Piece, 27 Croft Court.** Erection of detached bungalow. 12/02197/FUL. Objection.
- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.1 **38 Copmanthorpe Lane.** Increase in overall height and width of dwelling, with addition of first floor and side extension (revised scheme). 12/01864/FUL. (**No Objection, comments made to the first application. Objection to second application.**)  
Approved
- 4.1.2 **32 Main Street.** Fell eight conifers (Thuja Spp), trees in Tree Conservation Area. 12/01992/Tree Protection Order. (**No Objection**). Approved
- 4.2.3 **59 Keble Park South.** Two storey side extension. 12/01656/FUL. (**No Objection**).  
Approved
- 4.1.4 **75 Main Street.** Replacement wall to front. 12/01835/FUL. (**No Objection**).  
Approved
- 4.2.5 **4 The Coppice.** Alterations to front door and garage roof. 12/01758//FUL. (**No Objection**). Approved
- 4.1.6 **21 Wolsey Drive.** Erection of a six-foot boundary fence (retrospective). 11/03173/FUL. (**No Objection, comments made**). Decision going to appeal
- 4.2.7 **The Stable Yard, Chantry Lane.** Flood defences including wall and bund. 12/01897/FUL. (**No Objection**). Approved
- 4.3 Other Planning Matters
- 4.3.1 *Email regarding e-planning event at the City Council Guildhall on Friday 3<sup>rd</sup> August –*  
An email was received from Tracy Wallis, City Council Scrutiny Officer, inviting members of the Parish Council to attend an event on Friday 3<sup>rd</sup> August at the Guildhall to put forward their views on the proposed e-planning system. Cllr. Mellors and Cllr. Harrison confirmed that they would attend.

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**Services**5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – Cllr. Jemison reported the following points from the Village Hall Management Committee meeting held on the 23<sup>rd</sup> July:

- Water temperatures in the hall have been monitored and are operating at the correct levels. Cllr. Harrison agreed to supply a copy of the monitoring control sheet to Cllr. Jemison. **Action Cllr Harrison**
- A quote for moving a radiator in the entrance hall has been requested from Knowles. The radiator would be moved to the wall between the stock room doors, freeing space for pictures and a notice board.
- The Caretaker, Keith Thornton, has agreed to start redecorating the entrance hall and the passage by the toilets.
- The Parish Council agreed with the Committee's decision to charge the sewing club the full booking rate.
- The Parish Council was asked to review the rates charged to Cruse Bereavement Society. The Society currently pays £6.30 for a four-hour session, four times a year, raising a total income of £25.20 per year. Each session should cost £34 which would generate an income of £136 per year. Cllr. Mellors proposed that this group should be subsidised by the Parish Council to the sum of £110.80 per year. Seconded by Cllr. Jemison. This was agreed unanimously.

Cllr. Harrison proposed that following a mid-month email consultation between Parish Councillors, a donation of £300 should be made to Bishopthorpe Camera Club towards the cost of purchasing a new laptop. He explained that the Club has, for many years, booked either the Sports Pavilion or Village Hall to hold their meetings and they actively try to involve village youngsters and village organisations in Club activities. This was seconded by Cllr. Jemison and agreed unanimously. **Action Clerk.**

5.1.2 *Village Hall dispensation* – Under the new Code of Conduct adopted by Bishopthorpe Parish Council in June 2012, the Clerk granted all Parish Councillors a dispensation to participate in a discussion and vote on a matter relating to St Andrew's Village Hall. A record of the signed dispensation document will be retained by the Clerk. **Action Clerk.**

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – No recent meeting.

5.2.1 *New water heater in kitchen area* – Cllr. Higgins has contacted B.M. Services to install a new water heater in the kitchen area and a new siphon to the cistern in the toilet. The work is scheduled for Thursday 26<sup>th</sup> July.

5.2.3 *New Cricket Pavilion update* – Nothing to report.

5.2.4 *Planning application for the storage container* – Andy Blain, the City Council Planning Enforcement Officer, confirmed that that a full planning application is necessary to justify retaining the storage container in front of the Pavilion. Mr Blain does not think that permanent permission for the container will be granted. Cllr. Harrison asked Cllr. Mellors to submit the application but Cllr. Mellors advised delaying until a reply is received regarding the barn (at the Garth) on Sim Balk Lane.

- 5.2.5 *Advance Fire Services* – The annual inspection of fire appliances was conducted by Advance Fire Services on the 12<sup>th</sup> July 2012.
- 5.2.6 *Aqua Cert test* – The test equipment has been received from Aqua Cert and Cllr. Higgins has agreed to conduct the test on return from his vacation. **Action Cllr. Higgins**
- 5.2.7 *Smiths Gore* – Cllr. Harrison reported that he contacted Smiths Gore to re-negotiate the proposed rent increase for the Glebe. In response to Cllr. Harrison’s suggestion that the rent should be set at £400 p/a, a letter has been received from Smiths Gore stating that they are prepared to extend the lease to 2030 at a starting rent of £500. Cllr. Harrison agreed to telephone them to discuss this proposal. **Action Cllr Harrison**
- 5.2.8 *Yorkshire Water* – Cllr. Jemison suggested that if no water leak can be found, the increased water usage may be related to the new toilet installed at the request of the Play Group. The rent charged to Bishopthorpe Play Group may have to reflect this if the toilet is proven to be the cause of the increased bill to Yorkshire Water.
- 5.3 Finance Committee
- 5.3.1 *Committee Report* – No recent meeting.
- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working party report* – Nothing to report.
- 5.4.2 *Mooring’s Gate* – A letter was sent to Mr Mandy, owner of York Marine Services Limited, advising that unless the gate allowing access to the Moorings remained closed at all times, the Parish Council has no alternative but to erect a barrier on the boundary of Field 84 with his property. Cllr. Jemison reported that no reply has been received to date but that he would monitor the situation.
- 5.5 Youth Support and Children’s Recreation
- 5.5.1 *Monthly update* – Cllr. Neale reported no issues in the park this month and agreed to retain the inspection kit for the next month.
- Cllr. Harrison reported that the ‘*No Ball Games / No Dogs*’ sign has been removed from the entrance gate. Cllr. Jemison offered to order a replacement from Sign Art if required.
- 5.6 Allotments
- 5.6.1 *Monthly update* – Cllr. Neale reported that the independent soil analysis report commissioned by Yorkshire Water on the disturbed plots at Appleton Road is due by the end of the week. It was agreed that those allotment holders who have been affected by the work carried out by Yorkshire Water will not be placed at the top of the waiting list for a vacant plot as they have been adequately compensated. Many people on the waiting list have been there for a considerable length of time and it was agreed that they deserve to be offered plots ahead of existing holders.
- 5.6.2 *Compost toilets* – Information regarding compost toilets was recently emailed to the Parish Council by NatSol, the Compost Toilet Specialists. The Company offer to install the compost toilets with ‘*No water, no power, no smells, no chemicals and no fuss*’. When offered to the allotment holders the response was ‘*No thanks*’.

5.6.3 *Email from John Cole* – Cllr. Harrison commented that if Mr Cole wished to organise a meeting of the allotment holders at Acaster Lane, any reasonable suggestions put forward at that meeting to improve the site will be considered by the Parish Council.

5.7 Senior Citizens Support

5.7.1 *Monthly update* – Cllr. Mrs Green submitted a report by email to the meeting which Cllr. Harrison read out as follows:

The Parish Council has been requested to contact the City Council by members attending meeting at Vernon House, to request parking restrictions at the top of Acaster Lane during race meetings. A number of coaches recently parked along the top of the Lane, which made normal traffic movement difficult and dangerous. The Clerk was asked to contact the City Council to ask for cones to be put in place (from Acaster Lane to Ferry Lane on one side and from Acaster Lane to Montague Road on the other side) for the August meeting. **Action Clerk.**

In addition, a member of Vernon House complained about the high hedge surrounding number 23 Sim Balk Lane. Vehicles exiting Lang Road in to Sim Balk Lane have a restricted line of sight due to the hedge protruding on to the pavement. However, since this matter has been brought to the attention of the Parish Council it is believed that the home owner has trimmed the growth back.

5.8 Web-site Management

5.8.1 *Monthly update* – the Parish Council web page is up to date.

5.9 Environmental and Sustainability Issues

5.10.1 *Monthly update* – Cllr. Mrs Green submitted a report by email to the meeting which Cllr. Harrison read out as follows:

- A recent meeting of the Environment Forum was held at York University, Heslington East, to understand their efforts to meet biodiversity targets set when the campus extended in to former farmland.
- The Environment Forum stressed that it is not too late to object to Monks Cross 2 as it is feared that the development contravenes the Local Development Framework.
- York has applied for the title of “Cycling City”.
- Various bodies have suggested that the best place to build a new Football stadium is on the “Teardrop” - behind the railway station allowing all local supporters to get there by public transport.

5.9.2 *Recycling facilities in Moor Lane* – Sara Goodhead, City Council Waste Strategy Officer, sent the following reply to the Parish Council’s enquiry regarding implementing recycling facilities in Moor Lane:

*“We have about 1,000 properties in York, including those on Moor Lane, that still need to be assimilated onto the alternate weekly collections that include refuse, kerbside recycling and garden waste collections. There are a couple of pieces of work going on at the moment that will allow us to do this later this year.*

*In the Summer we will be receiving new collection vehicles that will provide us with additional collection capacity. We are also in the process of restructuring the collection rounds and making the rounds more efficient. Both these activities will enable us to incorporate the*

*additional recycling and garden waste from the 1,000 properties not currently on the alternate weekly collections and we envisage that we will be in a position to do this in the Autumn of this year.”*

5.9.3 *Letter from the Environment Agency* – Cllr. Harrison read out the letter from the Environment Agency which advised that a public drop-in session has been arranged for Thursday 2<sup>nd</sup> August at Knaresborough House, Knaresborough between 11.30am to 7.30pm for anyone interested in discussing the proposed waste recovery park at Allerton.

5.10 Accessibility Network

5.10.1 *Monthly update* – Freda Brind, from the action group Catalyst, has enquired if the Village Hall may be available at a preferential booking rate to host a one-off meeting to give advice to disabled people in Bishopthorpe. Cllr. Harrison asked for confirmation of proposed meeting dates.

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**Financial Transactions**

6.1 Payments to approve

Clerk’s Salary	567.00
Clerk’s Expenses- ( <i>photocopying £3.84, stationery £8.98, Recorded delivery to Mazars £5.90, phone calls for quarter£4.10, stamps £26.60, Computer batteries £3.25</i> )	52.47
AOL quarterly connection charge	29.99
Monthly direct debit to E-On Sports Pavilion Electricity	112.00
Monthly direct debit to E-on Village Hall Electricity	92.00
Monthly direct debit to E-on Village Hall Gas	130.00
Rebecca Clark – Play Area gate	42.00
Rebecca Clark – Sports Pavilion cleaning	135.00
Village Hall Caretaker 30/5/12 to 26/6/12	200.00
Ainsty Lawncare & Landscapes – Acaster Lane hedge cut	325.00
Smiths Gore - Glebe rent	125.00
Ainsty Lawncare – sports field grass cuts	680.00
Pete Holmes Garden Services – Keble Park Play Area grass cuts	250.00
Donation to Bishopthorpe Camera Club	300.00
Cllr. Higgins Regional training partnership conference 29 <sup>th</sup> Sept.	80.00
Aqua Test annual Legionella test kit for Sports Pavilion	53.40
City of York Council – Waste collection Sports Pavilion	52.00
City of York Council – Waste collection Village Hall	56.81
Acorn Property Services – Toilet repair work to Sports Pavilion	40.00
Village Hall Caretaker 27/6/12 to 25/7/12	200.00
Marie Addinall Village Hall cleaning 18/4/12 to 31/5/12	207.00
Marie Addinall Village Hall cleaning 4/6/12 to 29/6/12	162.00
Dennis King Electrical Ltd – New fan & replacement lights	271.49
PRS for music – Village Hall music licence annual subscription	56.99
Information Commissioners Office – annual subscription	35.00

**Payment Total**

**£4,255.15**

6.2 Income receipts to approve

Eon – automated credit, Sports Pavilion electricity overpayment	1,002.89
Village Hall Management Committee June takings (£218.75 cash)	794.25
National Westminster Bank – Quarterly interest	4.06

**Income Total** £1,801.20

Approval of financial transactions proposed by Cllr. Mellors and seconded by Cllr. Jemison. Carried Unanimously.

12/117 7 **School Governors**

7.1 *Infants School* – Cllr. Mrs Clifton reported that the school has recently been able to purchase various items of equipment by using Tesco and Sainsbury vouchers.

7.2 *Junior School* – Cllr. Mrs Green submitted a report by email to the meeting which Cllr. Harrison read out as follows:

“Having achieved the enhanced award for healthy schools, the initiatives have now been implemented. Moving forward, the School has decided to enter in to the Eco School Competition”.

Cllr. Harrison reported that a very successful leaving ceremony was held for over sixty children who are moving to Senior School. Each child received a bible which was presented personally to them by the Headmaster, Mr Green.

12/118 8 **Youth Awards**

8.1 *Committee Report* – Nothing to report.

12/119 9 **Pinfold**

9.1 *Committee Report* – Nothing to report.

12/120 10 **Sensory Garden**

10.1 *Committee Report* – Nothing to report.

12/121 11 **Police Liaison**

11.1 *North Yorkshire Police Force* – the following report was received from PCSO Joanne Lane prior to the meeting

*“22/06 – Theft of bike parts, Bridge Road  
25/06 – Stolen motorbike, Maple Avenue  
25/06 – Theft of bike parts, Beech Avenue  
01/07 – Theft of parcel delivery, Maclagan Road  
02/07 – Theft of groceries, CO-OP  
03/07 – Theft of cycle (CO-OP)  
09/07 – Cash machine tampered with (CO-OP)  
12/07 – Attempt theft of scooter, Keble Park North  
14/07 – Cash machine tampered with (CO-OP)*

*With regards to the cash machine tampering, West Yorkshire Police has recently arrested a gang for the same Modus Operandi in the Leeds area and it looks likely that it is the same group involved.*

*Trading standards and North Yorkshire Police have delivered a survey to residents on Kirkwell in the hope of setting up a 'No Cold Calling Zone' (NCCZ) in the street to prevent door stop selling. We are waiting on the responses of residents prior to the launch of the scheme. If there is any other street that you can think of where residents have expressed an interest in a NCCZ please let me know and I'll forward the details onto Trading Standards".*

Cllr. Mellors suggested that the information regarding No Cold Calling Zones should be reported in Link. **Action Cllr. Mrs Green**

12/122 12 **Local Council Association**

12.1 *YLCA Update* – Cllr. Mellors reported the following item:

- The Annual meeting of the Joint Executive was held on Saturday 21<sup>st</sup> July.

12.2 *Yorkshire Local Councils Association* – The Regional Training Partnership Conference (29<sup>th</sup> to 30<sup>th</sup> September) will be held in the Royal York Hotel, York. Cllr. Higgins expressed an interest in attending the meeting as a day-delegate on Saturday 29<sup>th</sup> September. **Action Clerk.**

12/123 13 **Highway Matters**

13.1 *School Lane snicket clearance request* – It was not known if the City Council has cleared this snicket at the time of the meeting but it is over six weeks since the Parish Council requested this work to be done and several follow up calls have also been made.

13.2 *30mph speed signs – Sim Balk Lane and Acaster Lane* – Ricky Watson, City Council Street Lighting Engineer has confirmed that the Acaster Lane speed sign was repaired and will be put back in place shortly. The broken one on Sim Balk Lane has been reported by Ricky for repair.

13.3 *Strategic Cycle Network Review – Summer 2012* – Cllr. Harrison read details of the plan to the meeting and made them available for Councillors to inspect.

13.4 *Request for conversion of pinch out to pillow speed hump on Main Street* – Mike Durkin, City Council Transport Project Manger emailed the following reply to the Parish Council's request to convert the pinch out to a pillow speed hump on Main street:

*"There is no doubt that the build-out you refer to would be made a more effective speed reducing measure if it was to be changed to a speed table. However, this would not be straight forward or inexpensive to achieve.*

*Firstly, the existing build-outs form a "gateway" entrance to the 20mph Zone, which is covered by a legal traffic order. A speed table at this point would need to be some way inside a 20mph zone limit, so drivers are given enough advance warning and given chance to slow down in advance. Therefore in addition to the cost of building the speed table, we would really need to move the existing gateway and 20mph zone limit signing further out. All this would require design work, public consultation, a traffic order amendment etc. Often consultation shows that residents living close by do not support the introduction of vertical measures because of concerns over increased traffic noise and vibration. Also, when speed tables are introduced they interrupt the normal roads drainage, adding to the expense of the scheme. A speed table in this location could also be a problem because of its proximity to the junction with The Courtyard due to vehicle turning movements having to be made on the ramp.*

*In summary such a change would be technically difficult, may not be popular with those living nearby, and would cost many thousands of pounds. Therefore it could only be justified if there are serious concerns about road safety. According to the Police records, there has only been one accident nearby over the last 3 years. This happened at the junction with Acaster Lane and involved a moped rider on Acaster Lane skidding in wet conditions when they reached the Main Street junction (i.e. this could not be used to help justify what you are requesting)."*

The Clerk was requested to reply to Mike Durkin to ask for drop kerbs in the same area, to allow disabled pedestrians to cross Main Street safely. **Action Clerk.**

Under the heading of 'Highways' Cllr. Mellors commented that the traffic lights at the top of Sim Balk Lane (when turning right in to Tadcaster Road) are out of sequence. Having investigated the reason Cllr. Mellors reported that the sensor on Tadcaster Road is malfunctioning so that it always registers a build-up of cars thus giving preference to traffic approaching the A64. The problem is known to the City Council but budget restrictions are preventing repair.

- 12/124 14 **Correspondence**
- 14.1 City of York not covered elsewhere
- 14.1.1 *Email regarding City Council Gambling Licensing Policy consultation* – Noted.
- 14.1.2 *Email from Kay Bailey, Community Funding Officer* – the Parish Council has been invited to a meeting at York Guildhall on Friday 3<sup>rd</sup> August to discuss new funding opportunities.
- 14.2 Others
- 14.2.1 None
- 12/125 15 **Ward Committee**
- Minutes of the Ward Committee meeting held on the 18<sup>th</sup> June were circulated to all Councillors prior to the meeting.
- 12/126 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- None
- 12/127 17 **Date and time of next meeting – Tuesday 28<sup>th</sup> August 2012 – at the Village Hall**

Meeting closed at 8.20 pm