

## Minutes of the meeting held at the Sports Pavilion on Tuesday 11<sup>th</sup> December 2012.

*The Chairman opened the meeting at 7.01pm.*

Mr Philip Curtis of Maple Avenue attended to observe the meeting.

### Council Members Present:

Cllr. Harrison (Chair), Cllr. Jemison (Vice Chair), Cllr. Higgins, Cllr. Mellors, Cllr. Mrs Clifton, Cllr. Neale, Cllr. Mrs Green, Cllr. Mrs Clark and Cllr. Kelly

- 12/196 1 **Apologies for absence.**  
Cllr. Mrs Gajewicz
- 12/197 2 **Declarations of Interest**  
At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda: *Nothing declared.*
- 12/198 3 **Minutes of Meeting 27<sup>th</sup> November 2012**  
  
Acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Neale. Carried unanimously by all who attended the meeting.
- 12/199 4 **Consideration of Planning Matters and recommendations of the Planning Group**
- 4.1 Notice of Applications received
- 4.1.1 **Longwood, Moor Lane.** Conversion of an agricultural storage building to residential dwelling (use class C3). 12/03518/FUL. No Objection, comments made.
- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.3 **Brunswick Organic Nursery, Appleton Road.** Two storey extension to office and flat and single storey extension to potting shed. 12/03156/FUL. (**No Objection**). Approved
- 4.1.4 **Bishopthorpe County Infant School, Sim Balk Lane.** Open sided shelter to front. 12/03257/FUL. (**Application supported**). Approved
- 4.3 Other Planning Matters
- 4.3.1 *Email from Matthew Davis of Acaster Malbis* – Cllr. Mellors informed the meeting that an action group has been formed in Acaster Malbis to challenge the rights of a company named PapaKåta (a tent hiring company based at Manor Farm, Mill Lane) to move their trucks through the village very early in the morning. Many trucks are pulling empty trailers which haven't been secured properly and are causing a noise nuisance. Mr Davis contacted Bishopthorpe Parish Council to ask if support could be given to the action group who are lodging a formal complaint (retrospectively) against a planning application by PapaKåta.
- Following a general discussion it was agreed that the Parish Council could not support a retrospective planning objection but support would be given if Bishopthorpe residents are affected by the lorries at unsociable hours or if they pose a danger to school children at school pick-up / drop-off times. To date, the Parish Council is not aware that this is a cause for concern but agreed to form a watching brief on the situation.

4.3.2 *Payments from new developments* – Cllr. Mellors reported that he will investigate this item. **Action Cllr. Mellors**

4.3.3 *National Planning Policy Framework* – Cllr. Higgins will make a full report on this subject following receipt of information from the Local Planning Association. **Action Cllr. Higgins**

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**Services**5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – Nothing to report.

5.1.2 *Lift Battery Check* – Cllr. Jemison agreed to test the lift battery once the service agreement has been scrutinised by Lisa Thornton. **Action Cllr. Jemison**

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Higgins reported that following a suggestion from Play Group to replace the paper towel dispenser with a new electric hand-dryer, the group has confirmed that they do not intend to use it and will continue to dry the children's hands with paper towels. As this now sheds new light on the issue, it was decided that the matter will be held in abeyance.

5.2.1 *New locks and keys* – It was agreed that in order to regain control over the Sports Pavilion keys it will be necessary to change all the locks in the building. Cllr. Jemison suggested that one master key should be cut and held by Cllr. Higgins. Copies from the master will be issued upon receipt of a deposit and a list will be made of the recipients. Cllr. Jemison agreed to investigate the cost. **Action Cllr. Jemison**

5.2.3 *New Cricket Pavilion* – Cllr. Harrison reported that he has been unable to make contact with Smiths Gore despite leaving both email and telephone messages requesting a discussion regarding the extension of the lease to 2030. Efforts will be made after Christmas to establish contact. **Action Cllr Harrison**

5.2.4 *Planning application for storage container* – Cllr. Mellors reported that he is uncertain if a seven year time veto will apply to this application and agreed to investigate the matter further. **Action Cllr. Mellors**

5.2.5 *Legionella Testing* – Cllr. Higgins recommended that the Parish Council switch the annual Legionella testing from Aqua Cert to Mr Curtis's Company, the 'Well Water Company', on that basis that the cost to the Parish Council will reduce by £146.60 per year. In his email of the 29<sup>th</sup> October 2012, Mr Curtis stated:

*"Aqua- Cert charge £53.40, (inc VAT) for 1 bottle or 1 test. Therefore the PC will be paying £106.80 twice a year, (for four tests or bottles) = £213.60 per year. I currently charge £19.00 all inclusive per Legionella test but the actual test cost to me is £16.80 = £67.20 per year. Charged at cost price this is a massive saving of £146.40 per year....the laboratory they go to is fully accredited and certified, <http://www.walabs.co.uk/indexwalabs.html> As previously mentioned, I will happily do this at cost".*

Cllr. Harrison agreed to email Mr Curtis to advise him that the Parish Council wish to take up his offer. **Action Cllr Harrison**

**5.3 Finance Committee**

- 5.3.1 *Committee Report* – Before the meeting Cllr. Harrison circulated a spreadsheet detailing the forecast budget for Parish Council income and expenses in 2013. Various options regarding the precept were discussed which included (1) maintaining the precept at £28,000, (2) reducing it to £25,000 or (3) reducing it to £23,000.

Councillors Mellors, Kelly and Jemison advised caution with regards to lowering the precept stating that the Parish Council should retain funds in reserve to meet unexpected future expenditure. Cllr Harrison explained that the Council had previously agreed to maintain a reserve of one year's precept for unexpected expenditure and the current level was over £30,000. The Council also maintains various insurance policies to cover damage or loss to property and injury to persons.

It was suggested that some of the reserves could be used to reduce the repayment term of the loan granted by the Public Works Loan Authority to develop the Play Area in Keble Park, thereby saving interest payments. Cllr. Harrison agreed to investigate this matter before agreeing the level of the precept in January 2013. **Action Cllr Harrison**

**5.4 Field 84, Riverside and Footpaths Working Party**

- 5.4.1 *Working party report* – Nothing to report.
- 5.4.2 *Review of Lease with York Marine Services Limited to establish number of boats allowed* – Cllr. Harrison requested the lease information from the Clerk. **Action Clerk.**

**5.5 Youth Support and Children's Recreation**

- 5.5.1 *The Park, Keble Park North* – The Clerk contacted Play Dale regarding the following matters:

**Fungus around the base of equipment** – During damp autumn months, fungus is growing on the bark around the base of play equipment. Play Dale suggested that this should not be treated with a fungicide in close proximity to children but should be removed by hand and the bark raked on a weekly basis to break up spores.

**Annual Inspection** – The annual inspection of all equipment is due in January 2013. The Clerk arranged for a Play Dale RPII Inspector to visit the Play Area on the 11<sup>th</sup> January to undertake this job.

**5.6 Allotments**

- 5.6.1 *Monthly update* – Nothing to report.
- 5.6.2 *On-going compensation re Yorkshire Water works* – Following contact from Cllr. Neale, Yorkshire Water has agreed to offer the same level of compensation granted in Spring 2012, for Spring 2013 to plot holders affected by the on-going drainage issues at the Appleton Road site.

**5.7 Senior Citizens Support**

- 5.7.1 *Monthly update* – Cllr. Mrs Green reported that she cannot seem to impress on the users of Vernon House the importance of maintaining a record of the high level of membership to show that the building is well used. Cllr. Mrs Green stressed that if this is allowed to dwindle the chances of losing the facility in the village would increase.

- 5.8 Web-site Management  
 5.8.1 *Monthly update* – Nothing to report.

5.9 Environmental and Sustainability Issues

5.9.1 *Monthly update* – Cllr. Mrs Green reported that James Alexander, Leader of the Labour Group in York, attended the last meeting of the Environment Forum. Environmental proposals were invited from attendees and Cllr. Mrs Green proposed that each resident in the village should be allowed to put items for recycling outside their houses on a specific day. Time should then be allowed for other residents to take away any items (free of charge) that may be of use to them and after a number of hours, the City Council should collect unclaimed items and transport them to the recycling plant at James Street. Mr Alexander agreed to take this idea away for consideration.

Another suggestion put forward included installing bike racks at bus stops to encourage bus travel in to the city.

5.9. *Fruit trees* – Edible York has offered a number of fruit trees to Bishopthorpe, which Cllr. Mrs Green suggested should be planted along the cycle track. The saplings will be available for planting during January and Cllr. Mrs Green agreed to meet with representatives from Edible York to show them the proposed planting site. **Action Cllr. Mrs Green.**

5.10 Accessibility Network

5.10.1 *Monthly update* – Cllr. Mrs Clifton reported that the fortnightly meetings of Catalyst will in future take place monthly.

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**Financial Transactions**

6.1 Payments to approve

Clerk’s Salary	567.00
Clerk’s Expenses- ( <i>photocopying £1.92, stamps £6.00</i> )	7.92
Monthly direct debit to E-On Sports Pavilion Electricity	154.00
Monthly direct debit to E-on Village Hall Electricity	92.00
Monthly direct debit to E-on Village Hall Gas	153.00
Rebecca Clark – Play Area gate	84.00
Rebecca Clark – Sports Pavilion cleaning	135.00
Village Hall Caretaker	200.00
<b>Payment Total</b>	<b>£1,392.92</b>

*\* No items referred to Village Hall Management Committee this month for authorisation*

6.2 Income Receipts

November takings from Village Hall	507.70
<b>Income Total</b>	<b>£507.76</b>

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

- 12/202 7 **School Governors**
- 7.1 *Infants School* – Nothing to report.
- 7.2 *Junior School* – Cllr. Mrs Green reported that both the Healthy Schools Committee and the Eco Schools Committee will attend the recycling day planned for Saturday 12<sup>th</sup> January 2013 in the Village Hall.
- 7.3 *Request for an additional crossing person* – Cllr. John Galvin was contacted to ask for help acquiring an additional crossing person for Sim Balk Lane during school drop off / pick up times. In his reply Cllr. John Galvin stated that there are difficulties “*in recruiting Schools Crossing Patrols*” and that “*any regular crossing point that is to be considered for such a patrol must satisfy certain criteria based on both numbers of children crossing and the level of vehicles. The last time a survey was carried out at the bottom of Sim Balk Lane the criteria was not met. However it has been agreed that a new survey will be carried out to ascertain an updated position, notwithstanding of course the other issues of recruitment and funding*”.
- Cllr. Harrison suggested that parents should be advised to cross the road twice in this area (once across Main Street in front of the Junior School with the existing crossing lady and then cross again in Sim Balk Lane) instead of once only (Main Street in front of the Library) if approaching from Keble Park. By so doing, this may help to meet the criteria by increasing the head count of children crossing in order to allow Bishopthorpe to claim a new crossing person.
- 12/203 8 **Youth Awards**
- 8.1 *Committee Report* – Cllr. Mrs Clifton was thanked for encouraging a record number of nominees for this year’s award. The nominations will shortly pass to the judge and winners advised in due course. The award night will be on Wednesday 16<sup>th</sup> January 2013 in the Village Hall commencing at 6.30pm.
- 12/204 9 **Pinfold**
- 9.1 *Committee Report* – Nothing to report.
- 12/205 10 **Sensory Garden**
- 10.1 *Committee Report* – Nothing to report.
- 12/206 11 **Police Liaison**
- 11.1 *North Yorkshire Police Force* – No report was received for the meeting.
- 12/207 12 **Local Council Association**
- 12.1 *YLCA Update* – Nothing to report.
- 12.2 *Consultation on the speed limit for HGV’s over 7.5 tonnes on single carriageway roads* – The Clerk was asked to forward a copy of the email to all Councillors and include the item for discussion in January’s meeting. **Action Clerk.**
- 12.3 *Yorkshire Local Councils Association – Technical reforms of planning appeals* – Yorkshire Local Councils Association advised that in September the Secretary of State announced a series of measures to speed up planning decisions and appeals. A key element of these measures is a series of consultations papers examining and making proposals with regard to specific aspects of the planning system.
- The first paper is entitled ‘**Technical Reforms of Planning Appeals**’, which seeks to make the appeal process faster. It will be argued that local councils should have the same right of appeal as developers in planning applications.

The second is ‘**Extending Permitted Development Rights for Homeowners and Businesses: Technical Consultation**’. This sets out proposals to amend planning legislation to allow homeowners and businesses to make larger extensions to their homes and business premises without requiring a planning application.

Cllr. Mellors agreed to formulate a response to these consultations. **Action Cllr. Mellors**

12/208 13 **Highway Matters**

13.1 *Vehicle Activated Sign* – The Clerk was asked to chase Ricky Watson of City of York Council (who did not response to an email sent in November) to ask when the Vehicle Activated Sign on Sim Balk Lane will be replaced. **Action Clerk.**

Cllr. Mellors reported that a number of new initiatives will be implemented by the Highways Authority around the Infant School to improve safety. These will include new signs with panels designed by children; extension of road-markings restricting parking and consideration given to the off-street parking currently permitted at the commercial sites on Sim Balk Lane. A traffic-speed survey will be undertaken early in the New Year to determine if other measures are required.

12/209 14 **Correspondence**

14.1 City of York not covered elsewhere  
14.1.1 None

14.2 Others  
14.2.1 None

12/210 15 **Ward Committee**  
Nothing to report.

12/211 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Cllr. Mrs Clark asked if an additional dog-bin could be installed in the Keble Park North snicket. The area was recently cleared by the City Council but Cllr. Mrs Clark reported that the snicket is once again spotted with dog mess as irresponsible owners have not cleared up after their pets. Cllr. Harrison asked Cllr. Mrs Clark to contact the City Council to enquire about the cost of installing dog bin and also the cost to the Parish Council of having it emptied. **Action Cllr. Mrs Clark.** The Clerk was asked to contact the Council to ask for clearance of the snicket on the basis that it is a health hazard. **Action Clerk.**

12/212 17 **Date and time of next meeting – Tuesday 22<sup>nd</sup> January 2013 – at the Village Hall**

Meeting closed at 8.07 pm