

Minutes of the meeting held at the Village Hall on Tuesday 23rd April 2013.

The Chairman opened the meeting at 7.03pm.

An invitation to tonight's meeting was extended to Mr Bill Symons of Acaster Internal Drainage Board.

Mr Symons thanked the Parish Council for inviting him to the meeting and explained that Internal Drainage Board covers 1.2 million hectares of England, employing 570 staff who operate and maintain 500 pumping stations and have a role in providing flood risk management to 879,000 properties. The area covered by the Board incorporates 22,000km of watercourse of which 398 sites in the area are of Special Scientific Interest.

The Ainsty (2008) Board was formed on the 1st April 2011 following the amalgamation of six existing boards. The Ainsty Board is split in to five districts:

Marston Moor
North Wharfe
Sough Wharfe
Acaster and
Appleton Roebuck

Mr Symons explained that the Acaster Board includes Bishopthorpe and displaying a large map of drainage ditches showed how the village fits in to the whole area. The map was given to the Chairman and the meeting advised that it is available on the website <http://www.yorkconsort.gov.uk/boardsmain.html> to view.

The Internal Drainage Board is funded by levies charged to the land owner in order to maintain ditches. In reply to Cllr. Harrison's question asking if Acaster Board specifically maintains ditches in Bishopthorpe, Mr Symons stressed that it depends on whether the drains fall in the specific area controlled by them. Drains not falling within their responsibility are maintained either by the Environment Agency or Local Council. Cllr. Mellors queried if there is Parish Council representation on the Board and Mr Symons confirmed that there is none at this moment in time but that representatives from Parish Councils are not excluded.

The presentation ended at 7.20pm and Cllr. Harrison thanked Mr Symons for attending.

Cllr. Harrison suggested that item 16 should be brought forward to discuss two applications for the vacancy of role of Parish Councillor. Cllr. Harrison requested that the meeting should enter Part Two to interview the candidates and appoint one of them to the role.

Following the conclusion of the interviews, Mr Philip Curtis was offered the position of Parish Councillor for Bishopthorpe. Mr Curtis accepted and will complete formal documentation to register the appointment. **Action Clerk.**

The Parish Council meeting opened at 7.53 pm.

Council Members Present:

Cllr. Harrison (Chair), Cllr. Jemison (Vice Chair), Cllr. Higgins, Cllr. Mellors, Cllr. Mrs Clark, Cllr. Neale, Cllr. Mrs Gajewicz and Councillor Elect Philip Curtis

13/52 1 **Apologies for absence.**

Cllr. Mrs Clifton and Cllr. Mrs Green

13/53 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.*

13/54 3 **Minutes of Meeting March 26th 2012**

Acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Neale. Carried unanimously by all who attended the meeting.

13/55 4 **Consideration of Planning Matters and recommendations of the Planning Group**4.1 Notice of Applications received

4.1.1 **1 Lang Road.** Reduce Holly and Conifers by no more than 33% tree protected by Tree Protection Order CYC16/G3. No Objection

4.1.2 **The Palace, Bishopthorpe Road.** Installation of two chandeliers in the Great Hall following removal of two plaster rose details on the ceiling. 13/00629/LBC. No Objection

4.1.3 **Playing Field, Ferry Lane.** Retention of storage container. 13/00522/FUL. Support.

4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)

4.2.1 **29 Sim Balk Lane.** Replacement garage to rear and replace existing rear extension roof. 13/000306/FUL. (**No Objection**). Approved

4.1.2 **Byro, 1 Appleton Road.** Two storey side extension and single storey rear extension. 13/00355/FUL. (**No Objection**). Approved

4.2.3 **1 Lang Road.** Reduce Holly and Conifers by no more than 33% tree protected by Tree Protection Order CYC16/G3 (**4.1.1 above**) Approved

4.3 Other Planning Matters

4.3.1 *Payments from new developments* – Nothing to report.

4.3.2 *National Planning Policy Framework* – Cllr. Mellors reported that the Local Plan is due to go out for consultation on the 30th April.

4.3.3 *York Open Planning Forum Newsletter* – Cllr. Mellors confirmed that membership fees for the Forum will be waived this year.

13/56 5 **Services**5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – Cllr. Harrison reported that a contract has been issued to the Caretaker.

5.1.2 *Solar roof panels* – Cllr. Mellors agreed to contact the company who approached the Parish Council to obtain a quote for solar panels on the roof of the Village Hall.
Action Cllr. Mellors.

5.1.3 *Committee Bank Account* – The Village Hall Management Committee bank account will be run down to a minimum balance and left dormant. The Parish Clerk will in future control all financial operations relating to the Committee.

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Higgins reported that the decoration of the Sports Pavilion is complete and that new guttering has been fitted. The Play Group has requested permission to attach a small sign on the outside of the building and it was agreed that they should be allowed to do this.

Further concerns were reported concerning the changing room area when the away team discarded bottles and rubbish around the room. Cllr. Higgins contacted Joe Gardham of the Football Club and the matter was resolved. It was reported that an external door had been left unlocked overnight but that no mishap occurred following this aberration.

Cllr. Mellors suggested that Cllr. Mrs Clark should sign a dispensation allowing her to discuss matters concerning the Sports Pavilion. **Action Clerk.**

- 5.2.1 *New Cricket Pavilion* – Cllr. Harrison reported that no response has been received from Smiths Gore regarding the lease. This matter will be chased. **Action Cllr Harrison**

Cllr. Jemison suggested that instead of constructing a bricks and mortar building the Cricket Club may wish to consider a portakabin. Cllr. Higgins commented that there may be a funding issue for this type of structure and Cllr. Harrison stated that the Cricket Club has expressed a specific desire for an old style Cricket Club.

- 5.2.3 *Planning application for storage container* – refer to item 4.1.3 above.
- 5.2.4 *Ferry Lane Footpath* – No response from City of York Council has been received despite the initial request being forwarded on the 1st March. The issue will continue to be chased. **Action Clerk.**
- 5.2.5 *White Rose Football Request for support with precept* – A letter has been received from the Football Club Secretary asking if the Parish Council will waive the £310 precept.

Cllr. Harrison remarked that the Parish Council's audited accounts for the year ending March 2013 are expected to show a loss of around £8k for Sports and Leisure. On this basis it was agreed that the Club may need to increase subscription fees as the precept was not deemed excessive when compared those charged to the other Clubs. It was agreed that the precept will not be waived and Cllr. Harrison offered to contact the Club. **Action Cllr Harrison**

5.3 Finance Committee

- 5.3.1 *Committee Report* – Cllr. Harrison reported that the Clerk has completed the year-end March 2013 audited accounts and they have been passed to the Internal Auditor for the first stage of checking.
- 5.3.2 *Loan, part repayment* – The Public Works Loan Board were approached to enquire about part repayment of the Play Area loan. The process is very complicated and it was agreed that due to very high outgoings this month, the matter will lie in abeyance for the time being.

Under this heading, Cllr. Harrison reported that he recently attended a Parochial Church Meeting and was impressed that an enthusiastic new board of Trustees has been appointed to oversee the Old School.

5.4 Field 84, Riverside and Footpaths Working Party

- 5.4.1 *Working party report* – Cllr. Harrison reported that whilst attending a meeting with Julian Sturdy MP in the Village Hall, the issue of flooding was discussed. Cllr. Harrison outlined the difficulties historically experienced in dealing with the Environment Agency and asked if Mr Study could help. Following the meeting Mr Sturdy arranged for representatives from the Environment Agency to visit the village on Friday 26th April at 1pm for a meeting with Cllr. Harrison and Cllr. Jemison.

5.4.2 *Ferry Lane Cottage* – Andy Blain the City Council Enforcement Officer, has notified the Parish Council that a planning application will be submitted for the cottage under the reference 13/00731/FUL.

Cllr. Mellors asked the meeting to be mindful that both grass banks (left and right) directly in front of the cottage are Parish Council owned.

5.5 Youth Support and Children’s Recreation

5.5.1 *Monthly update* – Cllr. Higgins took the inspection kit from Cllr. Mrs Green who did the inspection last month

Bishopthorpe Brownie Pack has asked to use the park either on the 13th or the 20th May. Whilst they have not requested exclusive use, the Parish Council would not object if they did.

5.5.2 *Table Tennis Table* – Mr Mandy of York Marine Services Limited is very interested in taking up the Parish Council’s offer of the Table Tennis Table. Cllr. Jemison agreed to liaise with Cllr. Higgins to progress this matter.

5.6 Allotments

5.6.1 *Monthly update* – Cllr. Neale reported that Yorkshire Water should start drainage work at the Appleton Road allotment site on the 7th May. It is expected that the work will last approximately three weeks with a conservative estimate that plots should be returned to holders at the end of May.

Cllr. Neale explained that this will result in holders losing another growing season and Yorkshire Water will be expected to offer compensation accordingly.

5.7 Senior Citizens Support

5.7.1 *Monthly update* – Reading from a report received from Cllr. Mrs Green before the meeting, Cllr. Harrison stated that residents in Vernon Close are unhappy about the number of people cycling through the snicket from School Lane. Cllr. Harrison commented that ‘No Cycling’ signs are displayed at all entrances to the snicket and that the Parish Council is unable to take any other action.

5.8 Web-site Management

5.8.1 *Monthly update* – The web page is up to date.

5.9 Environmental and Sustainability Issues

5.9.1 *Monthly update* – Reading from a report received from Cllr. Mrs Green before the meeting, Cllr. Harrison reported the following items:

- At the last meeting of the Environment Forum attendees were asked to display ENGAGE posters to promote the campaign.
- Alison Sinclair, former Chair of the York Open Planning Forum, reported potential problems anticipated by staff cuts in the City Council.
- A campaign has commenced calling for more evening buses.
- The Environment Forum will create a green hub and all its members have been asked to use Google Calendar.
- Ron Cooke’s ‘Regenerate York’ Scheme calls for fewer signs and better facilities, for example benches and quiet areas for tourists. Funding from the University is sought for this project.

- 5.10 Accessibility Network
 5.10.1 *Monthly update* – Nothing to report.

13/57 6 **Financial Transactions**

6.1	<u>Payments to approve</u>		
	Clerk’s Salary		567.00
	Clerk’s Expenses- (<i>photocopying £8.64, stamps £3.60 Avery printer labels £7.10</i>)		19.34
	AOL Quarterly connection charge		29.99
	Quarterly phone calls		6.13
	Black and Colour cartridge re-order		45.99
	Monthly direct debit to E-On Sports Pavilion Electricity		233.00
	Monthly direct debit to E-on Village Hall Electricity		108.00
	Monthly direct debit to E-on Village Hall Gas		182.00
	Rebecca Clark – Play Area gate		42.00
	Rebecca Clark – Sports Pavilion cleaning		108.00
	Village Hall Caretaker / Secretary		200.00
	Smiths Gore – rent for the Chantry		5.00
	Smiths Gore – rent for the cricket field		150.00
	Smiths Gore – rent for Acaster Lane allotments		72.50
	PWLB Half yearly repayment of Play Area loan		2993.50
	Jefferson Painting & Decorating – Sports Pavilion redecoration		1920.00
	Campaign to Protect Rural England – annual subscription		29.00
	AON – Parish Council Insurance annual premium (£2895.60 last year)		2808.00
	City of York Council waste collection – Village Hall		56.81
	City of York Council waste collection – Sports Pavilion		52.00
	Playdale Playgrounds – Repairs / Upkeep of Keble Park Play Area		2400.46
	Yorkshire Local Councils Association – Annual subscription		640.00

Payment Total	£12668.72
----------------------	------------------

* No payments referred to Village Hall Management Committee for approval this month

6.2	<u>Income Receipts</u>		
	Village Hall Management Committee March takings (£182.75 cash)		2487.23
	Returned Cheque – Football Tots Ltd 8/4/13		-144.00

Income Total	£2343.23
---------------------	-----------------

Councillor Elect, Phil Curtis queried the amount of £2400.46 payable to Play Dale. Cllr. Harrison explained that the Play Area is subject to an annual inspection by a RoSPA accredited inspector. The Play Area was inspected in January 2013 and in order to pass the inspection and remain open, the Parish Council was legally bound to undertake the recommend repairs and renewals.

Approval of financial transactions proposed by Cllr. Mrs Gajewicz and seconded by Cllr. Neale. Carried Unanimously.

13/58 7 **School Governors**

7.1 *Infants School* – Councillor Elect Phil Curtis reported that the school intend to replace overhead lighting during the Summer holidays. New play equipment has been purchased with funds that have been diverted from replacing the canopy at the front of the school.

7.1.1 *Bishopthorpe Infant School – Parking Cone Trial* – An email has been received from Louise Robinson City Council Transport Engineer, giving the results of a parking cone trial at the Infant School as follows:

School day 8:20 to 8:50am and 2:50 to 3:20pm without cones (average speeds)

Combined – 16mph

School day 8:20 to 8:50am and 2:50 to 3:20pm with cones (average speeds)

Combined – 15mph

24 hour (average speeds)

Combined – 18mph

It is anticipated that the School will be interested in progressing waiting restrictions (Monday to Friday 8 to 9am and 3 to 4pm) at this location.

Cllr. Harrison agreed to contact Louise to endorsing the scheme on behalf of Bishopthorpe Parish Council and further requesting that Church Lane and Lang Road are included in the project. **Action Cllr Harrison**

- 7.2 *Junior School* – Reading from a report received from Cllr. Mrs Green before the meeting, Cllr. Harrison stated that the school is working hard towards obtaining the Green Flag status. A ‘diamond’ (shaped) orchard has been planted and will be blessed by the Vicar and Curate on May 22nd.

The School’s Gardening Club has re-started and has plans for nine beds. Fundraising is taking a more prominent profile with a revised plan in mind to create a music room.

The School Council are working towards hosting all York School Councils in the Guildhall as part of the Advanced Healthy Schools Award.

A trip along Main Street will be lead by Cllr. Mrs Green to show children historical parts of the village.

13/59 8 **Youth Awards**

8.1 *Committee Report* – Nothing to report.

13/60 9 **Pinfold**

9.1 *Committee Report* – Nothing to report.

13/61 10 **Sensory Garden**

10.1 *Committee Report* – Nothing to report.

10.2 *Renewal of Lease* – The lease has been extended by the Clerk for a further seven years coming March 2013.

13/62 11 **Police Liaison**

11.1 *North Yorkshire Police Force* – the following report was received prior to the meeting

Bishopthorpe Parish figures – 27th March 2013- 21st April 2013

Burglary – Dwelling

11/04 – Property entered on Church Lane and jewellery stolen

Burglary – Other

06/04 – Outboard motor stolen from the Sailing club on Acaster Lane

10/04 – Garage entered on cycle stolen

17/04 – The walled Garden entered and items taken

Theft

14/04 – Cigarettes stolen from the co-op

Overall crime is up in Bishopthorpe from 3 crimes last year to 8. This is also the start of the new year in terms of crime recording.

13/63 12 **Local Council Association**

12.1 *Yorkshire Local Councils Association Update* – Cllr. Mellors reported the following items

- The Standards Committee made a request to meet all Parish Council Chairmen to raise issues regarding the Standards. However, as the number of Chairmen was too great it was decided that the Liaison Group would represent them. From the meeting it was reported that no complaints have been raised against Parish Councils or Parish Councillors.
- There are plans to dedicate part of the City of York Council website to Parish Councils.
- City of York Council has protocol in place to deal with the relationship between employers and employees and this may be extended to Parish Councils but will not be mandatory.

12.2 *Campaign to Protect Rural England – Field Work Magazine* –Noted.

12.3 *Campaign to Protect Rural England – Countryside Voice Magazine* – Noted.

12.4 *Your Voice – Spring issue* – Noted.

13/64 13 **Highway Matters**

13.1 *Vehicle Activated Sign on Sim Balk Lane* – Nothing to report.

13.2 *Lamppost on New Lane* – A reply from Ricky Watson of the City Council explained that as the lamppost was on un-adopted land and the neighbours had specifically requested its removal on safety grounds, the City Council are unable to replace it. Stewart Thomson and Helen Jacobs of New Lane who initially raised this item have been advised of the outcome.

13.3 *Bishopthorpe Palace* – A comprehensive reply has been received from the Palace explaining that the issue was raised by the Archbishop in 2009 and discussed with the City Council. The cost of widening the footpath was prohibitive on the grounds of the cost / use ratio and the plan was mothballed. However, Cllr. Harrison suggested that the Parish Council should contact the Palace again to seek permission for a footpath to go through the Palace grounds adjacent to the footpath. **Action Clerk.**

13.4 *Mill Lane, Acaster Malbis Re Surfacing Works* – Noted.

13/65 14 **Correspondence**

14.1 City of York not covered elsewhere

14.1.1 *Invitation to Libraries and Archives Focus Group* – Additional dates of the 9th and 15th May have been added.

14.2 Others

14.2.1 None

13/66 15 **Ward Committee**

The next Ward Committee meeting will be held at Naburn Village Hall at 7pm on the 1st May.

13/67 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Parish Councillor Vacancy – This matter was discussed in Part Two.
- Cllr. Harrison read out a letter received from Mr Bostock concerning wooden advertising signs placed around the village by various Bishopthorpe retail outlets and public houses. It was agreed that these are not illegal or an obstruction to traffic as suggested and Cllr. Harrison agreed to contact Mr Bostock to discuss the matter. **Action Cllr Harrison**

13/68 17 **Date and time of next meeting – The Annual Parish Meeting will be held on Wednesday 8th May at 8pm at the Village Hall. The next meeting of the Parish Council will be held on **Tuesday 28th May 2013 – at the Village Hall****

Meeting closed at 9.11 pm