

- 4.1.2 **Middlethorpe Manor.** Replacement railings and gate and repairs to wall (retrospective). 13/00939/LBC and 13/00938/FUL. No Objection
- 4.1.3 **Middlethorpe Business Park, Sim Balk Lane.** Extension of existing car park. 13/00977/FUL. No Objection
- 4.1.4 **The Palace, Bishopthorpe Road.** Formation of a sump within the undercroft floor to drain excess water. 13/01091/LBC. No Objection

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

- 4.2.1 **Marcia Hotel, 29 Main Street.** Display of internally illuminated fascia sign, internally illuminated hanging sign, non illuminated sign to side elevation, non illuminated menu board, non illuminated plague sign and two lanterns to front. 13/00431/ADV. (**Comments made in connection with light emission in a Conservation Area**). Approved
- 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**). Approved

4.3 Other Planning Matters

- 4.3.1 *Payments for new developments* – Cllr. Mellors explained that in excess of £18,000 may be due to Bishopthorpe Parish Council for new development grants and he will continue to chase the City Council for payment.
- 4.3.2 *National Planning Policy Framework* – Nothing to report.

13/81

5

Services

5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – No recent meeting.
- 5.1.2 *Caretaker and Booking Secretary Contract* – The new contract, issued to the Caretaker in April, has not yet been returned to the Parish Council signed in acceptance. Cllr. Harrison offered to contact the Caretaker to discuss the matter.
Action Cllr Harrison
- 5.1.3 *Solar Roof Panels* – It is clear from investigation that the firms who have offered to install solar roof panels on the Village Hall roof do not get subsidies for commercial installations. Cllr. Mellors asked for this item to be removed from the agenda as it could not now be progressed.
- 5.1.4 *Letter from Invalifts Ltd* – The letter was passed to Cllr. Jemison to check the expiry date of the battery.

Under the heading of Village Hall, Cllr. Mrs Clifton commented that the building does not appear on Google Earth Maps and offered to contact Google to rectify this.
Action Cllr. Mrs Clifton

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – Cllr. Harrison reported that a letter has been received from White Rose Football Club expressing their disappointment that the Parish Council are not prepared to waive their £310 annual precept this year. Cllr. Harrison remarked that this charge could be justified on the basis that the Sports Pavilion generated an income of £5,199 against expenditure of £13,812 during the last financial year.

- 5.2.1 *New Cricket pavilion* – Cllr. Harrison commented that he had now obtained a named individual within Church Commissioner in London and therefore confirmed that he will continue to press for the extension of the lease to 2030.
- 5.2.3 *Planning application for storage container* – Following a phone call with the City of York Council Planning section, Cllr. Mellors reported that the application will be approved with a condition attached requesting that the container is screened by a trellis with a fast growing vine planted to soften the visual impact of the building.
- 5.2.4 *Ferry Lane Footpath* – A long and very detailed email was received from Andy Vose, Transport Planner at the City Council, which explained that to lay a new footpath along Ferry Lane adjacent to the Cricket Pitch would be very costly due to technical difficulties. It was suggested that consideration should be given to laying the footpath inside the hedge but Cllr. Harrison remarked that the cricket pitch boundary is flush to this and if a strip of grass were to be removed to create a footpath, it may invalidate the club from the league. Item to be removed from the Agenda.
- 5.2.5 *Dispensation to be signed by Cllr. Mrs Clark* – The dispensation was signed by Cllr. Mrs Clark which will allow her to participate in any future discussion concerning the Sports Pavilion.
- 5.3 Finance Committee
- 5.3.1 *Committee Report* – A meeting was held with the Internal Auditor, Emma Field on the 20th May to finalise the Parish Council 2012/13 accounts.
- 5.3.2 *Year end 31 March Audited Accounts approval by Parish Council* – Cllr. Harrison reported that for the year ending March 31st 2013, the accounting statements in the annual return and the annual governance statement, present fairly the financial position of Bishopthorpe Parish Council and recommended approval of the accounts by the Parish Council.
- Clerk to arrange to forward all relevant documents to Littlejohn Accountants before the 30th June deadline. **Action Clerk.**
- 5.3.3 *On line banking* – Cllr. Harrison proposed that the Parish Council should transfer to on-line banking for ease of paying suppliers. It was agreed that the Chairman, Vice-chairman and Clerk would be registered to activate the account and this should be a more effective way of working (saving costs in postage and stationery to the Parish Council). This was seconded by Cllr. Jemison and agreed unanimously. **Action Clerk.**
- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working party report* – Nothing to report.
- 5.4.2 *Ferry Lane Cottage* – In the April minutes it was noted that Andy Blain the City Council Enforcement Officer, notified the Parish Council that a planning application will be submitted for the cottage under the reference 13/00731/FUL. The Councillors remain concerned that the building is unsafe and poses a real threat to youngsters during the summer holiday as access is now unimpeded through the side window from Ferry Lane. The Clerk was asked to contact Mr Blain to convey these concerns to the Council and call for action. **Action Clerk.**
- 5.5 Youth Support and Children's Recreation
- 5.5.1 *The Park, Keble Park North update* – Cllr. Higgins will continue to do the park inspection for June.

On behalf of Bishopthorpe Brownies, Cllr. Mrs Clark thanked the Parish Council for allowing the group exclusive access to the park for one hour's play time.

5.5.1 *Table tennis table* - Cllr. Harrison read an email from Carol and John Smyth, which thanked the Parish Council for not putting a table tennis table in the park.

5.6 Allotments

5.6.1 *Monthly update* – Continuing from the earlier discussion, Cllr. Mrs Green confirmed that the general quality of the top soil at the Appleton Road allotment site left a lot to be desired. Cllr. Neale agreed to bring this concern to the notice of Yorkshire Water.
Action Cllr. Neale.

5.7 Senior Citizens Support

5.7.1 *Monthly update* – Cllr. Mrs Green confirmed that the Bishopthorpe Scouts will be available to help with the proposed furniture recycling day in the Vernon House area planned during October.

5.8 Web-site Management

5.8.1 *Monthly update* – Nothing to report.

5.9 Environmental and Sustainability Issues

5.9.1 *Monthly update* – the following items were reported by Cllr. Mrs Green:

- Two fruit bushes have been planted on the cycle track as part of the Edible York campaign and June Whittaker was thanked by Cllr. Mrs Green for watering the bushes in their immediate weeks after planting. Cllr. Mrs Green called for more donations of fruit bush cuttings to help populate the track with free fruit in future years for passersby to pick.
- The Reinvigorate York Scheme is calling for the city to be ‘smartened up’ by looking at the quality and amount of seats, street furniture and signs. On the 8th June at the Salvation Army Citadel a talk will be given on this subject at 9.30am which is open to all.

5.10 Accessibility Network

5.10.1 *Monthly update* – The Clerk was asked to contact Andy Vose, Transport Planner at the City Council, to ask if the request submitted in June 2012 for a dropped curb on Main Street could be progressed. **Action Clerk.**

13/82

6

Financial Transactions

6.1 Payments to approve

Clerk's Salary	567.00
Clerk's Expenses- (<i>photocopying £11.61, stamps £25.20 Reg Post £2.70</i>)	39.51
Norton Anti Virus Annual Renewal – Clerk's computer	29.99
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	135.00
Village Hall Caretaker / Secretary TBC	312.50
Ainsty Internal Drainage Board – annual fee	1.30
Pete Holmes Garden Services – Play Area Grass cut 8/4 & 22/4	100.00
Bishopthorpe Bowls Club – donation towards new edging boards	1300.00

Sports Turf Services Ltd – Grass cut Ferry Lane 18/4 to 2/5	122.20
Yorkshire Water – Sports Pavilion Ferry Lane First Quarter	385.88
Yorkshire Water – Allotments Acaster Lane First Quarter	19.95
Yorkshire Water – Allotments Appleton Road First Quarter	8.45
Yorkshire Water – Village Hall First Quarter	109.35
Npower – Sensory Garden floor lights 28/1 to 15/5	49.63
Ainsty Landscapes – cricket field grass cuts 14 March to 16 May	680.00

Payment Total	£4,425.76
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6.2	<u>Income Receipts</u>	
	Bishopthorpe Cricket Club – annual precept	600.00
	Precept payment	14,000.00
	York Marine Services Limited Car Park annual rent	1,075.00
	York Marine Services Limited Riverbank and slipway rent	895.00
	York Marine Services Limited Field 84 rent	1,500.00
	Bishopthorpe United part payment of precept	576.00
	Bishopthorpe United part payment of precept	84.00
	Play Group – Spring rent	1336.65
	Football Tots Ltd – returned cheque	-192.00
	Football Tots Ltd – replacement cheque	192.00
	White Rose Football Club	310.00
	Income Total	£20,376.65

Approval of financial transactions proposed by Cllr. Jemison and seconded by Cllr. Mellors. Carried Unanimously. (Cllr. Mrs Clark abstained from the vote.)

13/83 7 **School Governors**

7.1 *Infants School* – Cllr. Harrison reported that he had asked Louise Robson of City of York Council if consideration could be given to the implementation of traffic measures on Church Lane and Lang Road in addition to the planned ones on Sim Balk Lane. Louise was also asked to chase the Vehicle Activated Sign on Sim Balk Lane which was taken away by the City Council in June 2012 for repairs and to date has not been replaced. As part of the measures being introduced markings will be made on the pavement outside the dentist and the speed hump on Sim Balk Lane to make pedestrians more aware of the road dangers at these points.

Cllr. Mrs Clark reported that over £2,000 was raised at the recent School Fair.

Concerns were expressed regarding the intake policy currently operated by the Infant School as it has been reported that Bishopthorpe children have been refused admission and will be expected to travel to Infant Schools elsewhere in the city. Cllr. Mrs Clark was asked to request a copy of the School’s policy. **Action Cllr. Mrs Clark.**

7.2 *Junior School* – Cllr. Mrs Green reported that the Junior School Council is working towards hosting all York School Councils in the Guildhall as part of the Advanced Healthy Schools Award and that the School is also working hard towards obtaining Green Flag Status.

13/84 8 **Youth Awards**

8.1 *Committee Report* – Nothing to report.

- 13/85 9 **Pinfold**
9.1 *Committee Report* – Nothing to report.
- 13/86 10 **Sensory Garden**
10.1 *Committee Report* – Nothing to report.
- 13/87 11 **Police Liaison**
11.1 *North Yorkshire Police Force* – the following report was received from PCSO Colin Martin prior to the meeting
- Bishopthorpe Parish figures. 21st April 2013 – 20th May 2013**
- Burglary – Other**
25/04 – Garage entered and cycle stolen on Deans Close
01/05 - Garage entered and cycle stolen on Beech Ave
- Theft**
08/05 - Old bath stolen from outside house on Beech Ave
- Anti Social Behaviour**
07/05 – Abusive letters sent to the Arch Bishop
- Overall crime is up in Bishopthorpe from 9 crimes last year to 16.
- 13/88 12 **Local Council Association**
12.1 *YLCA Update* – Cllr. Mellors reported he will be unable to attend the Branch Meeting on the 6th June and asked if another Councillor would go in his place.
12.2 *White Rose Update and Training Programme* – Noted.
12.3 *Realise your ambitions for your parish with Neighbourhood Planning* – Noted.
12.4 *Proposed bill to cap Parish precepts* – Noted.
12.5 *Government Consolation – Community Infrastructure Levy Further Reforms* – Noted.
12.6 *Minerals and Waste Joint Plan - First Consultation* – Cllr. Mrs Green urged all Councillors to contact North Yorkshire County Council at www.northyorks.gov.uk/mwconsult to request to be kept up to date with proposals.
12. *Julian Sturdy* – Cllr. Harrison reported that a meeting is to be arranged between Yorkshire Water, the Environment Agency and the Parish Council on the 20th June to discuss flooding issues in the village. In connection with this issue, Cllr. Harrison read the following excerpt from the York Evening Press dated 28th May:
- “A York MP has visited the site of a major project to help prevent homes in the city flooding in bad weather. Hugh Bayley today visited Union Terrace, where work is in progress to erect a £776,000 storm tank to try and solve the flooding problems which have affected seven properties over recent years.”*
- Cllr. Harrison suggested that a similar request for an investment of over three quarters of a million pounds will be made to the City Council to protect Main Street and Chantry Lane in Bishopthorpe from flooding.
- 13/89 13 **Highway Matters**
13.1 *Vehicle Activated Sign* – No recent update.
13.2 *Bishopthorpe Palace footpath request* – No reply has been received to date to the Parish Council’s request for a footpath going through the Palace grounds.

- 13/90 14 **Correspondence**
- 14.1 City of York not covered elsewhere
- 14.1.1 None
- 14.2 Others
- 14.2.1 *National Citizen Service* – Noted.
- 14.2.2 *Free cycle parking for York Parish councils* – Noted.
- 14.2.3 *Letter from Tom Quinn* – Cllr. Harrison read out Mr Quinn’s letter to the meeting and was pleased to note his achievements to date.
- 14.2.4 *Letter from Bishopthorpe Bowling Club* – the Club expressed their thanks to Bishopthorpe Parish Council for recent sponsorship of £1,300 allowing them to repair the edging boards around the green.
- 13/91 15 **Ward Committee**
- Nothing to report.
- 13/92 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- *Bowling match fixtures* – It was agreed that the 24th June is the best night for this match to take place. Clerk to advise the Club. **Action Clerk.**
 - *Beating of the Bounds* – The night for Beating the Bounds was decided on Tuesday 2nd July
 - Cllr. Mrs Green reported that the recent Library Consultation Meeting was cancelled. However following a phone call with the organisers Cllr. Mrs Green learnt that the City of York Council intends to omit all Libraries from their budget. To fund the cost of running libraries in the future, volunteers will receive a grant of 85%, making up the 15% shortfall from such things as letting out library rooms for meetings etc.
 - Following an appeal to raise repair funds for the Old School clocks a sum of £5 was donated. The total cost of the repair is £270.75 and Cllr. Mrs Green proposed that the Parish Council should donate a sum of £150 to this valuable community asset. This was seconded by Cllr. Harrison. This donation was agreed by majority vote.
 - Cllr. Mrs Clark asked if the Parish Council would consider making a donation towards the Infant School defibrillator in memory of Phil Curtis. Whilst it was agreed that in principal this would be a fitting tribute to Mr Curtis’ memory, the Parish Council is legally prevented from making donations to other publically funded bodies such as a state funded school.
 - Cllr. Neale reported that many complaints have been directed at him regarding fir trees which are blocking the pavement on the corner of Appleton Court and Copmanthorpe Lane. The Clerk was asked to contact the owner to ask for the branches to be pruned. **Action Clerk.**
 - Cllr. Harrison wished to discuss a further matter under Section Two regarding the Post Office.
- 13/93 17 **Date and time of next meeting – Tuesday 25th June 2013 – at the Sports Pavilion**

Meeting closed at 9.21 pm