

**Minutes of the meeting held at the Vernon House on Tuesday 10<sup>th</sup> December 2013.**

*The Chairman opened the meeting at 7.17 pm.*

No members of the public were present.

**Council Members Present:**

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

- 13/196 1 **Apologies for absence.**  
Cllr. Mrs Gajewicz, Cllr. Mrs Clifton and Cllr. Mrs Conley
- 13/197 2 **Declarations of Interest**  
At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda: *No interests were declared.*
- 13/198 3 **Minutes of Meeting 26<sup>th</sup> November 2013**  
  
Acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Mrs Green. Carried unanimously by all who attended the meeting.
- 13/199 4 **Consideration of Planning Matters and recommendations of the Planning Group**  
4.1 Notice of Applications received  
4.1.1 **Manor Farm, Bishopthorpe Road.** Conversion and extension of agricultural building to dwelling (use Class C3) 13/03403/FUL. No comment.
- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)  
4.2.1 None
- 4.3 Other Planning Matters  
4.3.1 *Payments for new developments* – Cllr. Mellors reported that he contacted Dave Meigh, Operations Manager at City of York Council seeking confirmation that Bishopthorpe Parish Council may be entitled to a series of payments under the open space provision allowance and was assured that as soon as all individual development conditions have been met, money will be released to the Parish Council.
- 4.3.2 *Removal of trees on Route 65 near Jupiter* – The Parish Council has informed Sustrans that four trees have been removed on the Leisure Path close to the Keble Park North exit. No response from Sustrans has been received to date.
- 4.3.3 *E Planning* - Yorkshire Local Councils Association has requested, from each Parish Council, details of their requirements to effectively view e-planning applications. Cllr. Mellors explained that to view the ‘before’ and ‘after’ plans it would be necessary to own two projectors, two screens and two computers. Bishopthorpe Parish Council cannot justify the expenditure this would incur and Yorkshire Local Councils Association will be advised. **Action Cllr. Mellors**
- 13/200 5 **Services**  
5.1 Village Hall Management Committee  
5.1.1 *Management Committee Report* – Cllr. Mrs Green reminded the meeting that the Grand Recycling Day will be held in the Village Hall on Saturday January 11<sup>th</sup> from 10am onwards.
- 5.1.2 *Farmers’ Market* – No update received.

**5.2 Sports and Leisure Management Committee**

5.2.1 *Management Committee Report* – Cllr. Mellors suggested that the Parish Council should register legal title of ownership over the triangle of land in the front of the Sports Pavilion. Both Cllr. Mrs Green and Cllr. Harrison cautioned that this may incur a large legal bill but Cllr. Harrison offered to investigate the cost with Burn & Co in his next discussions with them.

Cllr. Harrison reported that the lease extension for the football field has been signed and returned to Burn & Co.

5.2.1 *Unauthorised use of Pavilion* – No new issues have been reported this month. *Item to be removed from Agenda.*

5.2.3 *New Cricket Pavilion* – Developments are awaited following the Cricket Club's meeting in January.

5.2.4 *Aqua Cert Legionella test* – Nothing to report.

5.2.5 *Letter from Jonathan Short* – On an annual basis Mr Short of Ainsty Lawncare and Landscapes advises the Parish Council of the work he has undertaken at the Sports Pavilion during the year. This information is greatly appreciated and the Parish Council are very happy with the standard of work and will look to keep the contract in place going forward in to 2014.

**5.3 Finance Committee**

5.3.1 *Committee Report* – Nothing to report.

5.3.2 *On-line banking* – The Clerk reported that the documents have been posted to the National Westminster Bank. Once the instruction with the Bank has been accepted, the Parish Council must wait for the 'Order to Legitimise Electronic Payments' to be approved by Parliamentary Committee before transferring funds electronically. **Action Clerk.**

5.3.4 *Section 137 confirmation for 2014/15* – The Department for Communities and Local Government has confirmed that the appropriate sum of Parish Councils for the purposes of Section 137(4) (a) of the Local Government Act 1972 for 2014/15 is £7.20.

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

5.4.1 *Working party report* – Cllr. Jemison reported that the car park now contains the salvaged wreck of boat that caught fire on the Ouse in the centre of York. Close watch will be made of the area in general which is reported to be very untidy.

5.4.2 *Liability Insurance confirmation from York Marine Services Limited* – No response has been received to date to the Registered Letter sent to Mr Mandy requesting a copy of the £5,000,000 liability insurance for the boatyard. Clerk to contact the Insurers directly. **Action Clerk.**

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

5.5.1 *The Park, Keble Park North* – Nothing to report. Cllr. Mrs Gajewicz to retain the Inspection kit for a further month.

5.6 Allotments  
 5.6.1 *Monthly update* – Cllr. Neale reported that Mr Cowell is under a three-month notice period to tend his allotment which expires on the 1<sup>st</sup> January 2014. If the plot remains untidy it will revert to Parish Council ownership and will be let out to the next person on the waiting list.

5.7 Senior Citizens Support  
 5.7.1 *Monthly update* – A number of acts of petty theft have occurred at Vernon House leading to the request for a number lock on the meeting room door. Cllr. Harrison proposed that the Parish Council should pay for a new lock and arrange for it to be fitted. This was seconded by Cllr. Neale and agreed unanimously. **Action Cllr. Mrs Green**

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 at a meeting of York Environment Forum the following items were discussed:

- It was decided to go ahead with the formalisation of constituting the group.
- A new movement entitled TIM (The Incredible Movement) will be formed to carry on the work of York in Transition. It was agreed that a link would be allowed between Bishopthorpe Parish Council and TIM in order to help support environmental aims.
- The development of land at the site of the former British Sugar factory was discussed in detail with Cllr. Mrs Green concluding that it may be preferable to allow self-build housing in preference to affordable housing.

5.9.2 *Flood issues* – Cllr. Harrison requested the technical expertise of Cllr. Jemison to help formulate a response to Yorkshire Water in connection with the request to seal a drain on Chantry Lane. **Action Cllr Harrison and Cllr. Jemison**

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

13/201

6 **Financial Transactions**

6.1	<u>Payments to approve</u>		
	Clerk's Salary		609.00
	Clerk's Expenses		0.00
	Monthly direct debit to E-On Sports Pavilion Electricity		168.00
	Monthly direct debit to E-on Village Hall Electricity		91.00
	Monthly direct debit to E-on Village Hall Gas		230.00
	Ainsty Landscapes – 11 cuts of outfield & perimeter tidy up		935.00
	Pete Holmes Gardening services – Play Area grass cuts, September		100.00
	Burn & Co Solicitors – Lease renewal of Field 88		306.00
	Dennis King Electrical Ltd – PAT tests for Sports Pavilion		116.40
	Yorkshire Local Councils Association – Good Councillors Guide		28.00
	Shirley Burden – new glasses and mugs for the Village Hall		29.97

<b>Payment Total</b>	<b>£2613.37</b>
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6.2	<u>Income Receipts</u> Village Hall Management Committee	719.50
	<b>Income Total</b>	<b>£719.50</b>

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

- 13/202 7 **School Governors**
- 7.1 *Infants School* – The School are to place a report in Link Magazine each term to update the village of their activities.
- 7.2 *Junior School* – Cllr. Mrs Green reported that the School will attend the Grand Recycling Day on the 11<sup>th</sup> January to deliver a talk about the Green Flag Award.
- The meeting was reminded that the School will host a Community Afternoon on Thursday 12<sup>th</sup> December.
- Cllr. Harrison confirmed that the School Travel Committee, which was established to raise awareness of the dangers for children travelling to and from school, will receive the full support of the Parish Council in their endeavours.
- 13/203 8 **Youth Awards**
- 8.1 *Committee Report* – The closing date for nominations has passed and the award will be made on the 15<sup>th</sup> January at 6.30pm in the Village Hall.
- 13/204 9 **Pinfold**
- 9.1 *Committee Report* – Nothing to report.
- 13/205 10 **Sensory Garden**
- 10.1 *Committee Report* – The Parish Council wish to thank the following people for their help sourcing, erecting and decorating the Christmas tree in the Sensory Garden:  
Lewis Goldsmith  
Richard Williams  
Shane Smith and  
Alex from SignArts.
- Many positive comments have been received from villagers.
- 13/206 11 **Police Liaison**
- 11.1 *North Yorkshire Police Force* – No report received.
- 13/207 12 **Local Council Association**
- 12.1 *YLCA Update* – Cllr. Mellors reported the following items:
- City of York Council attended the Liaison Meeting to discuss the policies to be applied with regards to salt bins across the city.
  - Gritting routes were discussed. Cllr. Mellors commented that the gritting route in Bishopthorpe appears unchanged.
- 13/208 13 **Highway Matters**
- 13.1 *None*

- 13/209 14 **Correspondence**
- 14.1 City of York not covered elsewhere
- 14.1.1 *City of York Council Statement of Licensing Policy* – Noted.
- 14.2 Others
- 14.2.1 *Bishopthorpe Post Office* – Cllr. Harrison reported that he has tried to make contact with both Rippleglen (the owner of Maynews on Sim Balk Lane) and the Post Office to mediate between the two parties to ensure the continuation of a Post Office service in the village. However, negotiations have currently ceased because of the insistence of the Post Office that the Post Office Counter, to be run by Rippleglen, must remain open during the whole of the opening hours of the newsagent. Rippleglen are still willing to reopen negotiations to ensure Bishopthorpe maintains this valuable facility.
- Cllr. Harrison reported that it is very difficult to negotiate between the two parties as the Post Office will not reply to his emails or telephone messages to discuss the issue. The help of Julian Sturdy MP may be sought ultimately to try to resolve the matter.
- 13/210 15 **Ward Committee**  
Nothing to report.
- 13/211 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- *Parish Councillor Vacancy* – A letter to the Football Club, Tennis Club, Bowls Club and Cricket Club will be sent to their respective Chairman giving details of the vacancy on the Parish Council and inviting applications to fill the vacancy. **Action Clerk.**
  - Cllr. Mellors commented that Bishopthorpe First Responders have been trained to administer assistance to the 8 to 16 year old age group in case of need.
- 13/212 17 **Date and time of next meeting – Tuesday 28<sup>th</sup> January 2014 – at the Village Hall**

Meeting closed at 8.31 pm