

Minutes of the meeting held at the Village Hall held on 25th February 2014.

The Chairman opened the meeting at 7.03 pm.

Mike Elsworth and Gary Featherstone had both spoken to Cllr Harrison prior to the meeting about filling the vacant roles on the Parish Council. They were therefore invited to the meeting and following a brief discussion were co-opted to fill the vacancies. The Clerk was asked to complete the necessary documentation and inform City of York Council of the appointments. **Action Clerk.**

Council Members Present:

Cllr. Harrison (Chair), Cllr. Jemison (Vice Chair), Cllr. Mellors, Cllr. Neale, Cllr. Mrs Green, Cllr. Mrs Gajewicz, Cllr. Mrs Conley, Cllr. Mrs Clifton, Cllr Elsworth and Cllr. Featherstone

14/18 1 **Apologies for absence.**

None

14/19 2 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda: Cllr. Harrison declared a personal interest in items 4.1.2 and 4.1.8

14/20 3 **Minutes of Meeting 28th January 2014**

Acceptance of the minutes was proposed by Cllr. Mrs Green and seconded by Cllr. Jemison. Carried unanimously by all who attended the meeting.

14/21 4 **Consideration of Planning Matters and recommendations of the Planning Group**4.1 **Notice of Applications received**

- 4.1.1 **8 School Lane.** Single storey rear extension and porch to front. 14/00159/FUL. No Objection
- 4.1.2 **Pear Tree Cottage, 42 Main Street.** Fell Pear Tree in the Conservation Area. 14/00187/Tree Conservation Area. No Objection
- 4.1.3 **Lillie's Cottage, 10 Copmanthorpe Lane.** Two storey side extension. 14/00226/FUL. No Objection
- 4.1.4 **31 Acaster Lane.** Two storey side and single storey rear extension. 14/00201/FUL. No Objection
- 4.1.5 **7 Deans Court.** Two storey rear and single storey side extension. 14/00221/FUL. No Objection
- 4.1.6 **Middlethorpe Manor, Middlethorpe.** Replacement railings and gate and repairs to wall (retrospective) (resubmission). 13/03243/LB and 13/03242/FUL. No Comment
- 4.1.7 **Site of Ferry Cottage, 6 Ferry Lane.** Erection of two storey dwelling and detached garage following demolition of existing dwelling (resubmission). 14/00313/FUL. Cllr. Mellors agreed to draft a letter of caution that will highlight the proximity of the proposed new dwelling to the Sports Pavilion. It will also be pointed out that the new occupiers must be made aware of related noise issues that may arise from Play Group and all Sports Clubs and will not be permitted to lodge complaints of such retrospectively.
- 4.1.8 **The Firs, 38 Main Street.** Fell two Laylandii. Trees in Tree Conservation Area. 14/00355/Tree Conservation Area. No Objection

- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.1 **Manor Farm, Bishopthorpe Road.** Conversion and extension of agricultural building to dwelling (use Class C3) 13/03403/FUL. No comment.
- 4.1.2 **St Andrew's Church, Church Lane.** Various tree works including fell Sycamore. Trees in Tree Conservation Area. 14/00083/Tree Conservation Area. No Objection. Approved
- 4.1.3 **Grannies Piece 27 Croft Court.** 13/03272/FUL – Removal of condition 7 and variation of condition 2 of permitted application 12/02197/FUL to replace hedge with 2 metre high boundary wall. Objection. Application withdrawn
- 4.1.4 **9 Maple Avenue** – Two storey side and single storey rear extensions 13/03602/FUL. No Objection. Approved
- 4.1.5 **Montague Road.** Erection of single storey detached double garage. 13/03833/FUL. No Objection. Approved
- 4.1.6 **20 Maple Avenue.** Erection of one detached dwelling to rear of 20 Maple Avenue with associated garage and highway access (resubmission). 13/03819/FUL. Objection. Approved
- 4.3 Other Planning Matters
- 4.3.1 *Payments for new developments* – Cllr. Mellors continues to chase this item.
- Under this heading Cllr. Harrison brought forward item 12.2 and explained that Copmanthorpe Parish Council will be allowed to claim an extra 10% under the payments for new developments scheme as they have completed a Neighbourhood Plan. Cllr. Harrison urged Bishopthorpe Parish Council to consider this course of action for the parish of Bishopthorpe.

14/22

5

Services

- 5.1 Village Hall Management Committee
- 5.1.1 *Management Committee Report* – Nothing to report.
- 5.1.2 *Farmers' Market – update Cllr. Mrs Conley* – Nothing to report.
- 5.2 Sports and Leisure Management Committee
- 5.2.1 *Management Committee Report* – Cllr. Harrison gave the following update:
- Simon Sykes Builders will shortly repair the guttering which has fallen away from the Sports Pavilion roof.
 - Richard Williams of Electrotest is in the process of updating the strip lights inside the Pavilion. A number of these will be enclosed in a safety cage as requested by the Play Group.
 - Shane Snowden Plumbing has made repairs to the hot water system.
 - Dennis King Electrical recently repaired the tripping sockets.
 - An on-line application has been submitted by Cllr. Harrison following a Non-Domestic Rating Request for Information from Valuation Office Agency.
- 5.2.2 *New Cricket Pavilion* – The Cricket Club has requested that this matter be held in abeyance for a year to allow them time to collate the necessary information. *Item to be removed from Agenda until 2015 – Action Clerk.*

Cllr. Harrison reported receiving an email from Mike Dale of Bishopthorpe Cricket Club enquiring if it would be possible for the Club to place permanent advertising boards around the outfield. Cllr. Harrison pointed out that as these would be fixed to private residential fences, permission from the fence owners would have to be sought.

In addition, planning permission from the City Council must be granted as this field falls within the Conservation Area. Permanent advertising would not be an application supported by the Parish Council. However there would be no objection made to removable banners which could be placed around the outfield for the duration of a cricket match and this was suggested as a possible way forward.

5.2.3 *AquaCert. Legionella test* – Nothing to report.

5.2.4 *Play Group registering as a Charitable Incorporated Organisation (CIO)* – The Play Group has informed the Parish Council that they may wish to change their legal status to become a CIO which will effectively remove personal liability away from their Trustees. Tentative enquiries have been made with regard to transferring a rental lease from the Parish Council to the new CIO. There is currently no lease in place between the Parish Council and Play Group but it was agreed that a formal rental agreement between the Parish Council and the Play Group CIO should be drawn up. **Action Cllr Harrison**

5.3 Finance Committee

5.3.1 *Committee Report* – Nothing to report.

5.3.2 *On-line banking* – A formal letter of complaint was sent by the Clerk in January to the National Westminster pointing out that the application for on-line banking, which was first submitted in July 2013, was not yet resolved. A response to this was requested within fourteen days or the Clerk advised that the matter would be referred to the Financial Ombudsmen.

The matter progressed to the National Westminster Bank's Complaints department where the issue was resolved promptly. In consideration for the extra work created for the Clerk, the Bank paid the Parish Council an amount of £50 compensation and a further amount of £7.50 to cover the cost of telephone calls and postage. These amounts were credited to the Parish Council account on the 30th January. The Clerk was thanked for her persistence and efforts in resolving this long outstanding issue.

The Clerk confirmed that on-line banking is now in place but until legislation is passed by the Government it cannot be used to transfer funds to suppliers.

5.4 Field 84, Riverside and Footpaths Working Party

5.4.1 *Working party report* – Nothing to report.

5.4.1 *Removal of trees in the grounds of the Old Church, St Andrews* – Cllr. Harrison reported that St Andrew's Trust has accepted the Parish Council's donation of £590 to remove two dangerous trees in the church yard.

Mr Wright confirmed that a buyer has already been found for the wood and also that he has arranged for Community Payback volunteers to re-paint the perimeter fence. Cllr. Harrison has requested that a sign should be erected stating the Parish Council has funded the removal of the trees to ensure that the pathway around the churchyard remains open and accessible.

5.5 Youth Support and Children's Recreation

5.5.1 *Monthly update* – The inspection kit was passed from Cllr. Harrison to Cllr. Jemison. No issues were reported for the month of January.

5.5.2 *Annual Inspection Report dated 30/1/14* – No issues were reported in the Annual Inspection. It was however agreed that the sand levels should be topped up and the

Clerk was asked to contact the Company for a quote. **Action Clerk.**

- 5.5.3 *Letter from Pete Holmes Garden Services* – Mr Holmes notified the Parish Council that he is selling Holmes Garden Services as an on-going business to Andrew Wilson who will take over on the 1st March. Mr Holmes has asked the Parish Council to consider allowing the contract to continue with the new owner.

It was agreed that Parish Council is happy to allow the new owner to take over the existing contract. Clerk to contact Mr Holmes and Mr Wilson to relay this decision. **Action Clerk.**

- 5.5.4 *Letter from Martyn Haithwaite of Brighter Gardens* – Noted.

5.6 Allotments

- 5.6.1 *Monthly update* – Cllr. Neale reported that there are currently three vacancies at the Appleton Road site, two of which should shortly be filled.

5.7 Senior Citizens Support

- 5.7.1 *Monthly update* – Cllr. Mrs Green reported that the Annual General Meeting for Vernon House attracted twenty-two attendees. It was proposed that in future formal minutes of all meetings should be made.

5.8 Web Page Management

- 5.8.1 *Monthly update* – Cllr. Mrs Conley advised that the web-page is up to date with the minutes of Bishopthorpe Parish Council meetings and also suggested that it may be helpful to web-site visitors if a picture of all Parish Councillors were displayed. However it may be difficult to input this information until the software has been updated by the Administrator.

5.9 Environmental and Sustainability Issues

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

- Copmanthorpe Parish Council attended the recent meeting of York Environment Forum seeking help with their Neighbourhood Plan.
- It was agreed that a new Walnut Tree offered to Cllr. Mrs Green could be planted on the Leisure Path close to the Keble Park North exit.
- Edible York may be able to supply a number of trees to the Parish Council and it was agreed that these too should be planted on the Leisure Path.

- 5.9.2 *Flood issues* – Cllr. Harrison reported that the Parish Council has pursued this issue as far as possible. The gullies on Main Street were cleaned in January and both Yorkshire Water and the City Council have been made aware of the Parish Council's concerns regarding flood issues in the village. *Item to be removed from Agenda.*

- 5.9.3 *The Conservation Volunteers working with parish councils* – Noted.

5.10 Accessibility Network

- 5.10.1 *Monthly update* – Cllr. Mrs Clifton reported that Catalyst Community Resource Group has well-attended meetings. New speakers have been engaged for 2014. It was pointed out that the group has also started meeting in the conservatory of the Marcia Public House on Saturday mornings.

14/23	6	Financial Transactions	
	6.1	<u>Payments to approve</u>	
		Clerk's Salary	609.00
		Clerk's Expenses- (<i>photocopying £3.87 , £23.66 Postage stamps and £1.70 Rec Delivery to National West Bank</i>)	29.23
		Monthly direct debit to E-On Sports Pavilion Electricity	168.00
		Monthly direct debit to E-on Village Hall Electricity	108.00
		Monthly direct debit to E-on Village Hall Gas	230.00
		Rebecca Clark – Play Area gate / Sports Pavilion cleaning	200.42
		Village Hall Caretaker	312.50
		Village Hall Cleaner	139.50
		Richard William – Electrotest – Sports Pavilion replacement of lights	514.00
		Playdale Playgrounds – Annual Inspection Fee	210.60
		Npower – Sensory Garden lights – 12/11/13 to 13/2/14	118.44
		Dennis King Electrical Ltd – tripping sockets in the Sports Pavilion	34.80
		Burn & Co – Lease renewal fees re Field 88	214.00
		Payment Total	£2888.49
	6.2	<u>Income Receipts</u>	
		Village Hall Management Committee – January takings (£282.54 cash)	824.14
		National Westminster Bank compensation for on-line banking complaint	57.50
		Income Total	£881.64
		Approval of financial transactions proposed by Cllr. Mellors and seconded by Cllr. Neale. Carried Unanimously.	
14/24	7	School Governors	
	7.1	<i>Infants School</i> – Nothing to report.	
	7.2	<i>Junior School</i> – There are plans to begin the Gardening Club after Easter and Cllr. Mrs Green reported that children have been issued with potatoes to chit at home ready for planting in April. An Eco day will be held in March.	
		Cllr. Harrison reported that he was recently invited to attend a Travel Group Meeting that is in the process of campaigning for a crossing person on Sim Balk Lane. The campaign has been reported in National Newspapers and it was suggested that the help of both Cllr. John Galvin and Dave Merritt of the City Council should be enlisted.	
14/25	8	Youth Awards	
	8.1	<i>Update</i> – Cllr. Harrison was pleased to report that last year's Youth Award winner, Tom Sutton was featured in the York Press.	
14/26	9	Pinfold	
	9.1	<i>Committee Report</i> – Nothing to report.	
14/27	10	Sensory Garden	
	10.1	<i>Committee Report</i> – Nothing to report.	

- 14/28 11 **Police Liaison**
11.1 *North Yorkshire Police Force* – the following report was received prior to the meeting
- Bishopthorpe Parish figures 20th January 2014 - 23rd February 2014**
- Theft**
20/01/14 – BBQ stolen from Middlethorpe Hall - BBQ was on loan to Middlethorpe Hall and was taken by an ex-employee of this company.
- ASB**
14/02/14 – Male urinating at the junction of Main street and Acaster Lane
- Overall crime is down in Bishopthorpe from 66 crimes last year to 64.
- 14/29 12 **Local Council Association**
12.1 *YLCA Update* – Cllr. Mellors reported the following items:
- The recent Branch Meeting was addressed by Julia Mulligan, Police and Crime Commissioner for North Yorkshire.
 - It was confirmed that Parish Council’s precepts will not be capped.
 - The Draft Local Plan is now two months overdue.
- 12.2 *Community Infrastructure Levy* – refer to item 4.3.1
- 14/30 13 **Highway Matters**
13.1 *Salt Bins – email from Beryl Harrison City of York Council* – It has been confirmed to the Parish Council that the City Council only fund one salt bin in Bishopthorpe which is located on Copmanthorpe Lane outside the entrance to the Junior School. It is unclear who funds the salt bin outside the Library.
- 14/31 14 **Correspondence**
14.1 City of York not covered elsewhere
14.1.1 *Minerals and Waste joint plan – Issues and Options Consultation* – Noted.
- 14.2 Others
14.2.1 *Bishopthorpe Post Office* – A meeting between the Post Office and Rippleglen (Parent Company of May News) has been arranged for Friday 28th February. It is hoped that the Post Office will show some flexibility towards opening hours to allow the facility to remain open in the village and be absorbed into the Newsagents on Sim Balk Lane.
- 14/32 15 **Ward Committee**
The next meeting is planned for Wednesday 9th April in the Methodist Church Hall on Copmanthorpe Lane commencing at 7pm. A half-hour surgery for local residents will be held from 6.30pm prior to the meeting.

14/33 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Cllr. Harrison reported that the Parish Council won the Darts Challenge Match against the Ebor Players. The Clerk is the proud winner of the Andrew Dunn Trophy which was awarded for the lowest score with three darts. Showing remarkable skill the Clerk placed three darts around the edge of the dartboard and therefore scored zero.
- Cllr. Elsworth enquired who owns the land opposite the houses on Church Lane. It was explained that it is rented by the Church Commissioners to Mr Blacker who currently uses it for agricultural use. Cllr. Elsworth will investigate if might be possible for this to be used as an additional football pitch in the future.

14/34 17 **Date and time of next meeting – Tuesday 25th March 2014 – at the Village Hall**

Meeting closed at 8.20 pm