

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

The Chairman opened the meeting at 7.04 pm.

No other parishioners were present.

Council Members Present:

Cllr. Harrison (Chair), Cllr. Jemison (Vice Chair), Cllr. Mellors, Cllr. Neale, Cllr. Mrs Green, Cllr. Mrs Gajewicz, Cllr. Mrs Clifton, Cllr. Featherstone and Cllr. Elsworth (from 7.29pm onwards)

14/35 1 **Apologies for absence.**
Cllr. Mrs Conley

14/36 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.*

14/37 3 **Minutes of Meeting 25th February 2014**

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

14/38 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

- 4.1.1 **8c Newlands Road.** Single storey side extension. 14/00443/FUL. Objection in support of neighbour.
- 4.1.2 **Bishopthorpe County Infant School.** Erection of canopy. 14/00326/GRC3. No Objection
- 4.1.3 **Grannies Piece, 27 Croft Court.** Variation of condition two of permitted application 12/02197/FUL. Objection.
- 4.1.4 **11 Neville Drive.** Single storey extension to front. 14/00587/FUL. No Objection
- 4.1.5 **2 Acaster Lane.** Two storey rear extension, first floor side extension dormers to front and rear and detached garage to front. 14/00501/FUL. No Objection.
- 4.1.6 **124 Acaster Lane.** Conservatory to rear. 14/00588/FUL. No Objection

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

- 4.2.1 **2 Bridge Road.** Installation of balcony to existing dormer. 13/03546/FUL. (**Objection**) Refused
- 4.1.2 **The Firs, 38 Main Street.** Fell two Laylandii. Trees in Tree Conservation Area. 14/00355/Tree Conservation Area. (**No Objection**) Approved
- 4.1.3 **8 School Lane.** Single storey rear extension and porch to front. 14/00159/FUL. (**No Objection**). Approved

4.3 Other Planning Matters

- 4.3.1 *Payments for new developments* – Cllr. Harrison thanked Cllr. Mellors for obtaining a payment of £6309.20 under Section 106 payments, for Bishopthorpe Parish Council (refer to item 6.2). Cllr. Mellors recommended that these payments should be ring-fenced in the Parish Council's accounts and should be used to update or provide new sports provision / open space facilities in the village. **Action Clerk.**

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Services5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – On behalf of the Village Hall Management Committee Cllr. Jemison requested permission from the Parish Council to make the following alterations to the Village Hall car park:

- Erect two signs, one at either side of the car park, displaying the words “*Private Car Park, Village Hall Users Only*”.
- Arrange for three bays to be painted on the right-hand side of the car park. These would be clearly labelled for ‘Village Hall users only’.

The Parish Councillors agreed with the proposals. **Action Cllr. Jemison**

Cllr. Jemison asked if Cllr. Harrison would liaise with Mr Naish, whose property shares a boundary with the Village Hall, to request permission to attach one of the signs to his gate post. **Action Cllr Harrison.**

It was also suggested that the ground immediately in front of the fire doors should be clearly marked ‘*No Parking*’ to keep the fire exit clear.

5.1.2 *Farmers’ Market* – No update. Item to be removed from Agenda.

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Harrison reported that he will contact Louise Desai, to negotiate a rent review for Play Group. **Action Cllr Harrison**

Play Group has obtained a number of bike stands free of charge and request permission from the Parish Council to install these in front of the Sports Pavilion. Permission was granted. Cllr. Harrison will advise Play Group to go ahead with installation. **Action Cllr. Harrison.**

Cllr. Featherstone informed the meeting that there are funds available to Football Clubs to update aging / inadequate facilities. As a spokesperson for Bishopthorpe United Football Club (BUFC), Cllr. Featherstone requested permission from the Parish Council to allow the Club to submit an application for funding. If the bid is successful, Cllr. Featherstone advised that a number of projects are under consideration. These include

- ~ extending the Pavilion,
- ~ upgrading the changing rooms and toilets,
- ~ creating a new seating area for spectators and
- ~ creating a new outdoor training area.

The Parish Council offered full support to Bishopthorpe United Football Club in this venture.

5.2.2 *AquaCert Legionella test* – Nothing to report.

5.3 Finance Committee

5.3.1 *Committee Report* – No recent meeting.

5.4 Field 84, Riverside and Footpaths Working Party

5.4.1 *Removal of trees in the grounds of the Old Church, St. Andrews* – The Clerk was asked to pay the invoice for £708.00 to Lewis Tree Surgeons for the arboriculture works at the Old Church Yard. **Action Clerk.**

5.5 Youth Support and Children's Recreation

- 5.5.1 *Monthly update* – Cllr. Jemison reported that two of the wooden posts surrounding the sand pit have rotted. It was questioned whether these would be under guarantee and the Clerk was asked to contact Playdale to seek replacements. **Action Clerk.**

The Inspection kit was passed to Cllr. Featherstone for the forthcoming month.

(7.29 pm Cllr. Elsworth entered the meeting)

Cllr. Mellors suggested that a portion of the funds secured under Section 106 could be used towards upgrading the Play Area, specifically by removing the sand and replacing this with a rubberised surface. The Clerk was asked to contact Playdale for a quote. **Action Clerk.**

5.6 Allotments

- 5.6.1 *Mr Taylor's allotment* – Cllr. Neale explained that during the late summer of 2013, the Clerk was informed by Mr Taylor that he no longer wished to keep his allotment; subsequently the plot was marked vacant. During January 2014, the plot was offered to a new tenant who immediately began cultivating it. However, the new tenant contacted Cllr. Neale in March to say that Mr Taylor had returned to the site stating that the plot was his and asked the new tenant to vacate it. In a telephone conversation with Cllr. Neale, Mr Taylor could not be sure that he gave notice but did confirm that he had not paid the rent due in October 2013 or that he had visited the site in over six months. Cllr. Neale offered other vacant plots on the site to Mr Taylor but these were refused.

Under the circumstances the Parish Council agreed that the new tenant could remain on the plot and that if Mr Taylor had refused other plots within the site, nothing else could be done. It was agreed that Cllr. Neale could go ahead and offer vacant sites to other people on the waiting list.

5.7 Senior Citizens Support

- 5.7.1 *Monthly update* – Cllr. Mrs Green asked Councillors to distribute copies of the *Mature Times* to friends and neighbours. The magazine can be obtained from the supply held in Vernon House.

5.8 Web-page 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 the Environment Forum is changing to bi-monthly meetings. The Forum has expressed concern that planning applications emanating from the City Council have few, if any, environmental considerations attached due to funding cuts.

- 5.9.2 *St Nicholas* – Cllr. Mrs Green offered to arrange a meeting at St Nicholas Field for the Parish Council during August, to participate in a tour of the facilities. It was agreed that the date would be Tuesday 12th August and the cost of £4 per visitor would be paid by the Parish Council. **Action Cllr. Mrs Green**

5.10 Accessibility Network

- 5.10.1 *Monthly update* – Nothing to report.

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Financial Transactions

6.1 Payments to approve

Clerk's Salary	609.00
Clerk's Expenses- (<i>photocopying £1.89</i>)	1.89
White window Envelopes (100) £10.38 and White plain envelopes (100) £16.36	26.74
Clerk's computer – black cartridge x 2 £30.55, colour cartridge £12.80	43.35
Stationery and folders for new financial year	15.66
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	192.00
Village Hall Caretaker / Secretary	535.66
Non Domestic Rates – Village Hall 2014/15	539.84
Non Domestic Rates – Sports Pavilion 2014/15	2213.70
Cllr. Harrison stationery expenses (<i>A4 paper £2.50, Black cartridge £15.00, Colour cartridge £20</i>)	37.50
Invalifts Ltd – replacement battery alarm	131.66
Simon Sykes Builders Ltd – gutter repairs to Sports Pavilion	36.00
Yorkshire Water – Sports Pavilion	504.28
Yorkshire Water – Village Hall	111.21
Yorkshire Water – Allotments, Acaster Lane	52.08
Yorkshire Water – Allotments, Appleton Road	14.12
Andrew's Garden Services – Play Area garden maintenance	100.00
Smiths Gore – Cricket Field bi-annual rent	150.00
Smiths Gore – Allotment bi-annual rent	72.50
Smiths Gore – The Chantry bi-annual rent	5.00
Dennis King – Tripping circuits in Sports Pavilion	60.90
Yorkshire Local Councils Association –annual subscriptions	655.00
Quarterly rent – Tiny Tots	276.00
Quarterly rent – Brownies	126.00
Quarterly rent – Parish Council	37.50

Payment Total

£7053.59

6.2 Income Receipts

New Allotment let – Mr Hill plot 47 Appleton Road	7.36
* 106 payments	6309.20
Village Hall Management Committee February takings (no cash)	2463.60
New Allotment let – Mr Burrans and Mr Thomas	7.47

Income Total

£8787.63

* *Three 106 payments to the Parish*

- *£598.87 represents the sports element plus all interest from 29 Maclagan Rd that had been kept back by sports section at the City Council*
- *£2042.33 from 4 Garbett Way, this is the total sum from this site plus last year's interest.*
- *£3668 from 32a Copmanthorpe Lane this is the total sum from this site.*

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

- 14/41 7 **School Governors**
- 7.1 *Infants School* – Cllr. Mrs Green reported that the new Head Teacher, Mrs Langley, has submitted an update for Link Magazine which includes details of a Summer Fair to be held at the School on May 10th.
- 7.2 *Junior School* – Cllr. Elsworth informed the meeting that the School is focusing attention on the creation a new music room with a series of fund-raising ventures planned.
- Cllr. Harrison reported that the request for a new crossing person on Sim Balk Lane was discussed at the recent meeting of the Travel Group. Villagers are encouraged to sign the petition which is displayed in village shops and halls.
- 14/42 8 **Youth Awards**
- 8.1 *Committee Report* – Nothing to report.
- 14/43 9 **Pinfold**
- 9.1 *Committee Report* – Nothing to report.
- 14/44 10 **Sensory Garden**
- 10.1 *Committee Report* – The Clerk was asked to contact Alison Williams to arrange for repairs to the mosaic. **Action Clerk.**
- 14/45 11 **Police Liaison**
- 11.1 *North Yorkshire Police Force* – the following report was received prior to the meeting
- Bishopthorpe Parish figures 24th February 2014 – 23rd March 2014**
- Auto Crime**
- 07/03/2014 – Theft of diesel from a van on Acaster Lane
- Overall crime is down in Bishopthorpe from 70 crimes last year to 68.
- 14/46 12 **Local Council Association**
- 12.1 *YLCA Update* – Cllr. Mellors reported the following items
- At the recent Liaison Meeting, the new e-planning procedures were reported to be problematic for Parish Councils. The Group are considering requesting information under the Freedom of Information Act later in the year to ascertain if cost savings have been generated under the new system.
 - The City of York Council are about to undergo a further staff re-organisation.
- 12.2 *White Rose Update* – Noted.
- 12.3 *Legislative Reform Order – Repeal of section 150 of the Local Government Act 1972: Power for local councils to make electronic payments and revised template Financial Regulations* – It was agreed that a meeting of the Finance Committee will be held to ensure that these rules are implemented correctly for the Bishopthorpe Parish Council.
- 14/47 13 **Highway Matters**
- 13.1 Nothing to report.

- 14/48 14 **Correspondence**
- 14.1 City of York not covered elsewhere
- 14.1.1 *Spring Clean Campaign* – Two suggestions have been emailed to the City Council.
- 14.1.2 *Libraries & Archives - York: Gateway to History project* – The Clerk was asked to pass this information to Bishopthorpe History Group. **Action Clerk.**
- 14.2 Others
- 14.2.1 *Bishopthorpe Post Office* – Cllr. Harrison reported that it is hoped an agreement about opening hours will soon be reached allowing the Post Office to be relocated to the newsagents on Sim Balk Lane.
- 14/49 15 **Ward Committee**
The next meeting will be held on Wednesday 9th April at 6.30pm in the Methodist Church Hall.
- 14/50 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Cllr. Mellors asked the Parish Council to consider allowing Bishopthorpe First Responders a reduced rental rate for the Village Hall for CPR training. Cllr. Harrison proposed that the Hall should be offered free of charge for this vital training which helps many people in Bishopthorpe. This was seconded by Cllr. Neale and agreed unanimously. Clerk to notify Marie Addinall. **Action Clerk.**
- 14/51 17 **Date and time of next meeting – Tuesday 22nd April 2014 – at the Village Hall downstairs room. This meeting will include the Annual Parish Meeting.**

Meeting closed at 8.10 pm