

Minutes of the meeting held at the Village Hall on Tuesday 22nd April 2014.

The Chairman opened the meeting at 7.06 pm.

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. Featherstone and Cllr. Elsworth.

14/52 1 **Apologies for absence.**

None

14/53 2 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda: No interests were declared.

14/54 3 **Minutes of Meeting 25th March 2014**

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

14/55 4 **Consideration of Planning Matters and recommendations of the Planning Group**4.1 Notice of Applications received

4.1.1 **Hazeldene, 27 Acaster Lane.** First floor rear extension with dormer and single storey rear extension. 14/00645/FUL. No Objection

4.1.2 **59a Lamplugh Crescent.** Two storey side extension with single storey extensions to front and rear. 14/00647/FUL. No Objection

4.1.3 **18 Lang Road.** First floor extension to side, single storey rear extension and pitched roof to side. 14/00512/FUL. No Objection

4.1.4 **Ramsey House, Chantry Lane.** Various trees works to trees in Tree Conservation Area. 14/00743/Tree Conservation Area. Further information to be requested from City of York Council – decision withheld.

4.1.5 **St Andrew's Church, Church Lane.** Fell sycamore tree (T981) in the Tree Conservation Area. 14/00715/Tree Conservation Area. No Objection

4.1.6 **9 Lang Road.** First floor extension with associated alterations and single storey rear extension. 14/00585/FUL. No Objection

4.1.7 **The Beeches, 40 Church Lane.** Crown lift Beech to maximum allowed and reduce branches near neighbour's house. Tree in Tree Conservation Area. 14/00881/Tree Conservation Area. Request site inspection by City of York Council

4.1.8 **11 Croft Court.** Two storey side extension. 14/00619/FUL. No Objection

4.1.9 **16 Wolsey Drive.** Single storey front and rear extensions. 14/00709/FUL. No Objection

4.1.10 **51 Keble Park North.** Two storey side and single storey front and rear extension with dormer to front. 14/00761/FUL. No Objection

4.1.11 **Middlethorpe Manor.** Painting of existing render. 14/00732/FUL. No Objection

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

4.2.1 **Middlethorpe Manor, Middlethorpe.** Replacement railings and gate and repairs to wall (retrospective) (resubmission). 13/03243/LB and 13/03242/FUL. (**No Comment**). Approved

4.1.2 **Lillies Cottage, 10 Copmanthorpe Lane.** Two storey side extension. 14/00226/FUL. (**No Objection**). Approved

4.1.3 **31 Acaster Lane.** Two storey side and single storey rear extension. 14/00201/FUL.

- 4.1.4 **(No Objection)** Approved
7 Deans Court. Two storey rear and single storey side extension. 14/00221/FUL. **(No Objection).** Approved
- 4.1.5 **Middlethorpe Manor, Middlethorpe.** Conversion of stable block to four holiday cottages and two holiday or staff cottages. 13/03864/FUL and 13/03865/LBC. **(No Objection).** Approved

4.3 Other Planning Matters

- 4.3.1 *Payments for new developments* – Cllr. Mellors advised the meeting that a sum of £796 is due to be paid to the Parish Council shortly from the City Council in respect of a Section 106 payment relating to the recent development at Manor Farm.
- 4.3.2 **2 Bridge Road.** *Installation of rear balcony to existing dormer.* 13/03546/FUL – An appeal has been made under the Town and Country Planning Act 1990.
- 4.3.3 **Site of Ferry Cottage, 6 Ferry Lane.** *Erection of two storey dwelling and detached garage following demolition of existing dwelling (resubmission).* 14/00313/FUL. *Application withdrawn.* Cllr. Mellors reported that the application has been withdrawn pending an ecological bat survey. Cllr. Mellors has requested that the Enforcement Officer ensure that the site is made safe until the application is re-submitted.

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Services

5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – Cllr. Jemison reported the following items from the recent Committee meeting:

- Car park signs have been made by Sign Art. A professional line marker is to be contracted to mark car parking spaces. **Action Cllr. Jemison**
- The Caretaker is seeking quotes from local plasterers to repair damage in the main hall.
- Prices for a more efficient water heater in the kitchen are being sought.

Cllr. Harrison reported that the organiser of the Tiny Tots group contacted him following a visit by their Health and Safety team to question if the glass in the fire exit doors complies with safety regulations. **Cllr. Harrison and Cllr. Mrs Conley to investigate.**

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – Cllr. Jemison reported that he has arranged for a number of pavilion keys to be cut for Bishopthorpe Cricket Club.

Cllr. Elsworth reported that the Football Club are currently seeking new venues to accommodate a growing membership. Various options are being considered including increased use of Moor Lane facilities.

Cllr. Harrison thanked Cllr. Featherstone for supplying the Parish Council with a copy of the Ferry Lane development proposals by Bishopthorpe United Football Club. The site will be improved greatly if the proposals come to fruition and the backing of the Parish Council was offered to the Club. The proposals are to be discussed fully at the next meeting of White Rose FC and results reported back to the Parish Council at the next meeting.

Cllr. Harrison reported the following issues reported by Play Group:

- Complaints have been made that the Cricket Club are using Play Group's litter bin.
- The sockets are still not working correctly and the Clerk was asked to call out Dennis King Electrical. **Action Clerk.**
- A complaint was made that the grass in front of the large metal gates outside the Sports Pavilion, is only cut once a year.

Cllr. Harrison informed the meeting that he is in the process of reviewing the rent payments made by Play Group to the Parish Council. An amount of £4.20 per hour is paid to the Parish Council currently but this has not increased in over four years. Their rent is also in arrears as the Autumn term 2013 has not been paid.

The Spring 2014 payment is now due and Cllr. Harrison reported that he has requested an increased amount to reflect Play Group's usage of utilities at the Sports Pavilion. The negotiations are on-going. **Action Cllr Harrison**

5.2.2 *Aqua Cert Legionella Test* – Nothing to report.

5.3 Finance Committee

5.3.1 *Committee Report* – The Clerk has completed the annual audit of the Parish Council's accounts and passed them to the Internal Auditor for inspection. A meeting of the Finance Committee and the Internal Auditor will be arranged before the next Parish Council meeting in May. **Action Clerk.**

5.3.2 *New employment allowance for National Insurance Contributions receipt* – Bishopthorpe Parish Council do not pay NI contributions for the Clerk.

5.4 Field 84, Riverside and Footpaths Working Party

5.4.1 *Working party report* – Nothing to report.

5.5 Youth Support and Children's Recreation

5.5.1 *Monthly update* – Cllr. Featherstone reported no matters for concern had arisen in the Play Area during the last month. The inspection kit was passed to Cllr. Elsworth for May.

5.5.2 *Quotation for £394.15 (inc VAT) to replace the wooden posts* – The Clerk was asked to contact Playdale to ask if the wooden posts, which are four years old, are under guarantee and if not, why they have rotted in such a short space of time. **Action Clerk.**

5.5.3 *Quotation for £3522.00 (ex VAT) to replace the sand surface under the swings with a wet and pour safety surface* – In view of the amount of the quote the job must be put out to tender.

5.5.4 *Quotation for £2668.32 (inc VAT) to replenish sand levels* – In view of the amount of the quote the job must be put out to tender.

- 5.6 Allotments
 - 5.6.1 *Monthly update* – Cllr. Neale reported that one allotment plot remains vacant but has recently been offered to the person at the top of the waiting list.

- 5.7 Senior Citizens Support
 - 5.7.1 *Monthly update* – Cllr. Mrs Green reported that June Whittaker has offered to run a poetry morning, twice monthly, at Vernon House.

- 5.8 Web-page Management
 - 5.8.1 *Monthly update* – Cllr. Mrs Conley reported that she is finding access to the web page difficult pending the site upgrade.

- 5.9 Environmental and Sustainability Issues
 - 5.9.1 *Monthly update* – Cllr. Mrs Green reported that at the Annual General Meeting of York Environment Forum it was decided to hold future meetings bi-monthly.

A visit has been arranged for the Parish Council to the Environment Centre at St Nickolas Fields for the 12th August at 6.30pm. It was agreed that the Parish Council will pay for the evening at a cost of £4 per person. Cllr. Mrs Green will circulate a map closer to the event. **Action Cllr. Mrs Green**

- 5.10 Accessibility Network
 - 5.10.1 *Monthly update* – Cllr. Mrs Clifton gave the following update from Catalyst Community Resource Group meetings:
 - Complaints were received about dogs fouling the alleyways and paths in the village. Dog owners are reminded that they should behave responsibly and clear up after their pets.
 - Complaints were raised about cyclists on Sustrans Route 65 who do not signal their approach and pass out pedestrians at speed. All users of the path should show respect for others.

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6 **Financial Transactions**

6.1	<u>Payments to approve</u>		
6.1.1	Cheque / Direct Debit payments		
	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
	Aon Insurance – Local Council Insurance (£2808.00 2013/14)		2871.08
	PWLB – Bi-annual loan repayment – Bishopthorpe Play Area		2465.99
	Campaign to Protect Rural England – Annual subscription		36.00
	Village Hall Caretaker / Secretary		625.00
	Village Hall cleaning		126.00
Cheque / Direct Debit Payment Total			£6630.07

6.1.2	On-line payments		
	Clerk's Salary		609.00
	Clerk's Expenses- <small>(photocopying £1.70 – Cost of registered post for York Marine Services Ltd, Stamps £14.76)</small>		16.46
	City of York Council – Village Hall quarterly payment		56.81
	City of York Council – Sports Pavilion quarterly payment		52.00
	Rebecca Clark – Sports Pavilion cleaning		108.00
	Rebecca Clark – Play Area gate		84.00
	Ainsty Internal Drainage Board – Annual payment		1.36
	Lewis Tree Surgeon – Old Church trees		708.00
	Sign Arts – Village Hall car park signs		80.00

On-line Payment Total	£1715.63
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TOTAL PAYMENTS	£8345.70
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6.2 Income Receipts

	White Rose annual precept	310.00
	Bishopthorpe United Football Club Annual precept	660.00
	Cricket Club annual precept	600.00
	York Marine Services Limited annual rents	
	- Car park	1075.00
	- Riverbank and slipway	895.00
	- Land at Field 84	1500.00
	New allotment let – Dollita Smith	11.50
	Village Hall Management Committee March takings	991.75

Income Total	£6043.25
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Approval of financial transactions proposed by Cllr. Jemison and seconded by Cllr. Mrs Green. Carried Unanimously.

From this month going forward, item 6 will be printed as an appendix and signed by two Parish Councillors to authorise on-line payments. The sheet will be attached to the corresponding month's signed minutes. **Action Clerk.**

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School Governors

- 7.1 *Infants School* – Cllr. Elsworth reported that the next School newsletter is due week commencing 28th April.

- 7.2 *Junior School* – Cllr. Mrs Green reported that the School is beginning a programme of fund raising for the new music room. A car boot sale is planned for the 15th June. Cllr. Elsworth gave details of a 'Total Warrior Challenge' which will incorporate a 10k assault course to raise funds.

Cllr. Mellors passed comment on the increase in cars parked on Copmanthorpe Lane during term time and suggested that using public transport should be a consideration for their owners.

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Youth Awards

- 8.1 *Update* – Nothing to report.

14/60 9

Pinfold

- 9.1 *Committee Report* – Nothing to report.

- 14/61 10 **Sensory Garden**
10.1 *Committee Report* – Alison Williams contacted the Clerk to say that she is in the process of the pricing replacement tiles for the Sensory Garden mosaic.

- 14/62 11 **Police Liaison**
11.1 *North Yorkshire Police Force* – the following report was received prior to the meeting

Bishopthorpe Parish figures – 24th March 2014 – 20th April 2014

Theft

29/03/2014 – Meat stolen from the CO-OP.

ASB

07/04/2014 – Graffiti on wall

Crime is down in Bishopthorpe from 7 crimes last year to 2.

Cllr. Mrs Green reported that PCSO Colin Martin will shortly be moving duty to the City Centre. His replacement is yet to be advised but in the meantime PCSO Laura Smith will stand in.

Cllr. Mrs Green reported that she had asked PCSO Colin Martin to attend to a problem reported by a resident of Maple Avenue. The lady had contacted the Parish Council to report that a van is parking in the car park opposite Vernon House and the occupant of the van is wilfully trampling plants in the car park borders. The lady has approached the van owner but the situation remains unresolved. Cllr. Mrs Green asked the Clerk to write to the company displayed on the side of the van to report the incidents. Cllr. Mrs Green to supply the Clerk with the registration number, the Company Name and details /dates of the damage incurred. **Action Cllr. Mrs Green**

- 14/63 12 **Local Council Association**
12.1 *YLCA Update* – Cllr. Mellors reported the following items
- The Standards Committee are shortly to meet with the Liaison Group for their annual meeting.
 - Business rates relating to public toilets were discussed.
 - Budgets for Yorkshire Local Councils Association have been adhered to.
 - The office is reporting high levels of work load.
 - Committee members of the Joint Executive Board may have issues with personal car insurance claims if an accident occurs on the way to a meeting as it is deemed to be for business and not personal use.
 - A new Chief Executive has been appointed.
 - A Training Programme has recently been issued.
 - An Active Travel Programme is aiming to promote routes for walkers and cyclists.
 - Concerns were expressed regarding future development plans of the York Law College site which is now vacant.
 - Julian Sturdy MP will be hosting a meeting of Parish Councils to discuss the plans contained within the Local Plan. The seventy four page document can be viewed at <http://democracy.york.gov.uk/documents/s88902/Annex%20A.pdf>
- 12.2 *Countryside Voice Magazine* – Information passed to Cllr. Mrs Green
- 12.3 *Consultation - Proposed Legislative Reform Order to make it easier to create a Local Council* – Noted.

- 14/64 13 **Highway Matters**
13.1 *None*
- 14/65 14 **Correspondence**
14.1 City of York not covered elsewhere
14.1.1 *None*
- 14.2 Others
14.2.1 *Bishopthorpe Post Office* – Cllr. Harrison reported that opening hours have been agreed between Rippleglen and the Post Office. However, the newsagents are about to commence a site plan and business plan before the matter can progress and this is expected to take numerous months to complete.
- 14.2.2 *Bishopthorpe Bowls Club challenge match* – The Councillors were asked to contact the Clerk to confirm availability for the match. **Action All**
- 14/66 15 **Ward Committee**
Nothing to report.
- 14/67 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Cllr. Harrison suggested that a sum of £5,000 be made towards early repayment of the PWLB loan in respect of the Play Area. This item will be included in the May meeting for a decision. **Action Clerk.**
 - Cllr. Mrs Green asked Bishopthorpe Parish Council to consider supporting the movement to make York a city of sanctuary for UK residents seeking solace from everyday stressful situations. Cllr. Harrison asked that further information be supplied to him in this first instance before a decision is made. **Action Cllr. Mrs Green**
- 14/68 17 **Date and time of next meeting – Tuesday 27th May 2014 – at the Village Hall**

Meeting closed at 8.20 pm