

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

The Chairman opened the meeting at 7.01 pm.

Three members of the public were present. Taryn Edmondson from The Orchard, Michaela Scott from Beech Avenue and Julia Holmes from Main Street.

Mrs Edmondson and Mrs Scott attended the meeting to discuss new development at 20 Maple Avenue. Cllr. Harrison explained the background to the new development as follows: the Parish Council made an objection to the original planning application to build a new house in the back garden of 20 Maple Avenue but this was overruled by the City Council and planning permission granted to the applicant. As the new building has gone up it is clear that its upper storey windows directly overlook Mrs Edmondson's property and also that the privacy of Mrs Scott will be compromised if the promised fence is not constructed along the edge of her boundary.

Cllr. Harrison contacted Andy Blain, the City Council Enforcement Officer to ask the City Council to attend a site inspection. Furthermore, citing the aims of the National Planning Policy Framework (2012) Cllr. Harrison questioned how on at least three occasions, these have been overruled by the City Council to allow development of buildings in residential gardens in Bishopthorpe and why, in particular, the Parish Council's objections for the development at 20 Maple Avenue have been ignored. In response to both intervention by Cllr. Harrison and Cllr. John Galvin, Andy Blain made a site visit but afterwards confirmed that the property is being built within its original planning regulations and as such, the City Council is unable to take action.

At the insistence of the Parish Council the matter has now been referred to Mr Blain's Manager, Gareth Arnold. The City Council was also informed that it is not acceptable to simply advise Mrs Scott that the erection of a fence is a 'civil matter' and that their direct involvement in this dispute with the builder, on land owned by them, has been requested. Cllr. Harrison confirmed that both matters will continue to be chased by the Parish Council and thanked Mrs Edmondson and Mrs Scott for attending the meeting.

Mrs Edmondson and Mrs Scott left the meeting at 7.21pm.

Mrs Holmes remained to observe the meeting which followed.

Council Members Present:

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

14/108 1 **Apologies for absence.**

Cllr. Elsworth and Cllr. Mellors

14/109 2 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda: *None.*

14/110 3 **Minutes of Meeting 24th June 2014**

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

- 14/111 4 **Consideration of Planning Matters and recommendations of the Planning Group**
- 4.1 Notice of Applications received
- 4.1.1 **Bishopthorpe Post Office, 25-27 Main Street.** Change of use from Post Office (use class A1) to residential dwelling (use class C3) along with alterations to front elevation. **No Objection**
- 4.1.2 **11 Maclagan Road.** Alterations to existing single storey rear extension roof. 14/01597/FUL. **No Objection**
- 4.1.3 **2 Beech Avenue.** External alterations to 2-20 Beech Avenue, 21, 23, 27 and 29 Maple Avenue including new external brick / block cladding, reroofing and replacement windows. 14/01549/FUL. **No Objection – Comments made**
- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.1 **Oakroyd, 11a Coda Avenue.** Two storey side and single storey rear extension. 14/01063/FUL. (**No Objection**) Approved
- 4.2.2 **48 Main Street.** Two storey dwelling to rear with new driveway, car port and external landscaping works including parking spaces to the front following demolition of existing buildings. 14/00814/FUL. (**Due to the applicant being a member of the Parish Council it was decided that the council should decline to comment on this application**). Refused
- 4.2.3 **Temple Farm, Moor Lane.** Siting of two static caravans to provide temporary accommodation. 14/01050/FUL. (**The Parish Council does not object but wish to make comments or seek safeguards**). Approved
- 4.2.4 **5 Myrtle Avenue.** Increase height of roof and dormer window to rear. 14/01051/FUL. (**Objection**) Approved
- 4.3 Other Planning Matters
- 4.3.1 *Payments for new developments* – Nothing to report.
- 4.3.2 *20 Maple Avenue: Email from Taryn Walker and email from Michaela Scott* – Issue discussed fully as above.
- Under this section Cllr. Harrison strongly urged Bishopthorpe Parish Council to submit comments under a Neighbourhood Plan. Details for consideration were given to members of the Planning Committee for discussion at the next Parish Council meeting in August. **Action Planning Committee.**

- 14/112 5 **Services**
- 5.1 Village Hall Management Committee
- 5.1.1 *Management Committee Report* – Cllr. Jemison reported the following items from last week's Committee meeting:
- Two people were recently stuck between floors in the Village Hall lift and in order to free them, the Fire Brigade were called. The charge generated for this service will be passed on to the Lift Company, Invalidfts. In order to prevent this happening again, Cllr. Jemison and Keith Thornton have been provided with a new set of lift keys and their phone numbers clearly displayed in the lift in case of need.
 - The Camera Club are co-ordinating a display of pictures of the Village Hall from years past together with pictures from local user groups. These will be displayed in the entrance hall, foyer and up the stairs.
 - The car park has been marked with a number of white lines denoting parking spaces and the fire exit. Cllr. Jemison confirmed that notices will shortly be erected advising of parking restrictions.

- The Clerk was asked to contact Simon Sykes Builders Ltd to obtain a quote for repairing the loose coping stones and also for replacing the rusting manhole covers. **Action Clerk.**
- The Clerk was asked to contact City of York Council to arrange for the drains to be jetted. **Action Clerk.**
- The Clerk was asked to obtain quotes from City of York Council for repainting the front of the building. **Action Clerk.**

5.1.2 *Safety Glass: rear door* – Item to be removed from Agenda. **Action Clerk.**

5.1.3 *Letter from PRS For Music* – Enquiries from PRS have been answered by the Clerk regarding live music performances.

5.1. *Comments from Beating the Bounds: exterior painting and repairs* – refer to item 5.1.1

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Featherstone reported that one of the doors is proving problematic to close. Cllr. Jemison agreed to investigate. **Action Cllr. Jemison**

5.2.2 *AquaCert. Legionella test* – Cllr. Featherstone reported that he has undertaken and submitted the Legionella test to AquaCert.

5.2.3 *Fire Inspection recommendations* – A recent Fire Inspection recommended a number of alterations to lighting. Cllr. Featherstone was asked to contact the company, Advance Fire Ltd, to discuss these further. **Action Cllr. Featherstone**

5.2.4 *Email from Becky Parker* – Cllr. Harrison read out an email from Mrs Parker that described how she was shouted at by the grass keeper when she crossed the playing field with her children. It was questioned if Mrs Parker was crossing directly over the (cricket) square at the time.

5.2.5 *Play Group rent arrears* – Cllr. Harrison confirmed that he will chase the unpaid amounts. **Action Cllr Harrison**

5.2.6 *Bishopthorpe United development plans* – Cllr. Featherstone called for a meeting of the Committee to discuss future plans.

5.2.7 *Comments from Beating the Bounds: upgrade of changing facilities* – Cllr. Harrison commented that the changing facilities are in urgent need of modernisation. To this end, architect plans have been obtained which suggest structural improvement of the changing rooms and shower facilities. These plans will be taken to the next Committee meeting for discussion.

Under this heading Cllr. Featherstone updated the meeting on the offer of new facilities at Moor Lane. It transpires that the current owner wishes to either sell or lease the field connected to Sky Lark Farm. At the moment the price offered to the Football Club is too high but negotiations are on-going.

5.3 Finance Committee

5.3.1 *Committee Report* – Nothing to report.

- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working party report* – Cllr. Jemison reported that Mr Mandy, the owner of York Marine Services Limited, has been requested to cut the grass in Field 84. The Parish Council were asked to co-operate with the Company over the later months of this year as the development of the restaurant takes place. It is envisaged that this will be open by Christmas 2014.
- An email to the City Council Enforcement Officer, Andy Blain was sent on the 25th June highlighting the Parish Council's serious concerns regarding the state of Ferry Cottage. No response has been received to date.
- 5.4.2 *Comments for Beating the Bounds – review condition of moorings and marina site* – In recent discussions, Mr Mandy confirmed to Cllr. Jemison that all the moorings, apart from one, are owned by York Marine Services Limited. It is also possible that a new Marina Planning Application will be resubmitted in the next couple of years.
- 5.5 Youth Support and Children's Recreation
- 5.5.1 Quotations :
- 5.5.1.1 *Sand top-up requirement* and
- 5.5.1.2 *Wet and pour surface* – Cllr. Harrison confirmed that he is looking in to obtaining quotes for both of these items and is considering an option of removing the current surface and relaying it with turf and a matting surface at a cost of £30 per square metre. A full discussion will be held when all quotes have been obtained. **Action Cllr Harrison**
- 8.00 pm Cllr. Mrs Conley left the meeting*
- 5.6 Allotments
- 5.6.1 *Monthly update* – Cllr. Neale reported that Mr Cowell has resumed work on his plot as requested. Two plots at Appleton Road – number one and twenty-nine – are not being cultivated. Cllr. Neale will contact the tenants to ask if they wish to vacate them. **Action Cllr. Neale**
- 5.7 Senior Citizens Support
- 5.7.1 *Monthly update* – Cllr. Mrs Green reported that Vernon House Committee has agreed to pay the bill for repairs to the building which was originally agreed would be paid by the Parish Council.
- The Committee are considering buying a fridge to install in the kitchen.
- 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 AGM of York Environment Forum will be held on 12th August. At this meeting it is the intention of the Chair to stand down. Bishopthorpe Parish Council agreed to refund the £10 annual membership fee to Cllr. Mrs Green for the year 2014/15.
- Cllr. Featherstone left the meeting at 8.02 pm*
- 5.10 Accessibility Network
- 5.10.1 *Monthly update* – Nothing to report.

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Financial Transactions

6.1 Payments to approve

6.1.1 **Cheque / Direct Debit payments**

Monthly direct debit to E-On Sports Pavilion Electricity	130.00
Monthly direct debit to E-on Village Hall Electricity	85.00
Monthly direct debit to E-on Village Hall Gas	141.00

Payment Total	£356.00
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6.1.2 **On-line payments**

Clerk's Salary	609.00
Clerk's Expenses- (photocopying £1.89)	1.89
Rebecca Clark – Play Area gate / Sports Pavilion cleaning	240.00
Village Hall Caretaker / Secretary	312.50
Village Hall Cleaning	130.50
Caretaker expenses – two new keys for the lift in the Village Hall	9.98
Smiths Gore – Bishopthorpe Glebe Sports Field bi-annual rent	125.00
Sports Turf Services – Ferry Lane grass cut 30/6	124.80
Cllr. Harrison – ink cartridges	45.00
Andrew's Garden Services – Play Area grass cut and hedge trim	230.00
City of York Council – Waste collection Sports Pavilion	52.00
City of York Council – Waste collection Village Hall	56.81

Total	£1,937.48
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Payment Total	£2,293.48
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* *No payments referred to Village Hall Management Committee for authorisation this month*

6.2 Income Receipts

Stewart Harrison – split cost of hedge trimming Village Hall / 42 Main Street	40.00
National Westminster Bank Quarterly Interest	5.19
Village Hall Management Committee July income	955.75

Income Total	£1,000.94
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Approval of financial transactions proposed by Cllr. Jemison and Cllr. Mrs Green seconded by. Carried Unanimously.

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School Governors

7.1 *Infants School* – Nothing to report.

7.2 *Junior School* – Cllr. Mrs Green reported that the School recently entered a Tour de France themed garden competition: results of which will be announced in September.

- 14/115 8 **Youth Awards**
8.1 *Committee Report* – Nothing to report.
- 14/116 9 **Pinfold**
9.1 *Committee Report* – Nothing to report.
- 14/117 10 **Sensory Garden**
10.1 *Committee Report* – Mosaic repairs should be completed towards the end of the month by Allison Williams.
- 14/118 11 **Police Liaison**
11.1 *North Yorkshire Police Force* – No report received.
- 14/119 12 **Local Council Association**
12.1 *YLCA Update* – Nothing to report.
12.2 *White Rose Update* – Noted.
12.3 *Revised NALC Legal Topic Note 9E – Handling Complaints* – Noted.
12.4 *Consultation – draft plain English guide to the openness of Local Government Bodies Regulations* – A number of concerns were muted about the proposal to allow recording Parish Council meetings on digital / social media. It was agreed that Part Two definitions may need to be reconsidered.
- 14/120 13 **Highway Matters**
13.1 *Appleton Road / Moor Lane junction* – No response from City of York Council. Clerk to chase – **Action Clerk**.
13.2 *Re-location of Post Office: request to move the disabled parking bay and restrict parking* – The City of York Council responded positively to the request to move the disabled parking space once the Post Office has relocated to Maynews. It was suggested that the request for a one-hour waiting zone should be re-assessed after the move.

Cllr. Jemison commented that the drains may need flushing on Main Street following bad surface flooding after a recent heavy storm. The Clerk was requested to contact City of York Council to ask for them to be cleared. **Action Clerk**.
- 14/121 14 **Correspondence**
14.1 City of York not covered elsewhere
14.1.1 *Transforming Places Together – email from Dave Atkinson* – Cllr. Harrison reported that he attended this meeting at which it was declared that City of York Council budgets will be cut by almost a third over the next three years. Tasks currently performed by the City Council may be put out to Parish Council who will be expected to pay for them. Cllr. Harrison cautioned the Parish Council to be on guard for any unreasonable requests.
14.2 Others
14.2.1 *Bishopthorpe Post Office – Notice of consultation period* – Noted.
14.2.2 *Email from Steve Shaw, Local Works* – Noted.

- 14.2.3 *Community Orchard request* – Jenny Lever’s suggestion for the creation of a Community Orchard on the site behind the butcher’s shop have been forwarded to Mr Dixon for a response.

14/122 15 **Ward Committee**
Nothing to report.

14/123 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Cllr. Harrison thanked the Parish Councillors who took part in the village cricket match on the 1st July. It was an enjoyable night and thanks were forwarded to the organiser, Liam Godfrey.
- Bishopthorpe Bowls Club will be contacted to arrange a match in August. **Action Clerk.**
- Cllr. Harrison commented that the 2011 Census has been published with details for Bishopthorpe on-line.

14/124 17 **Date and time of next meeting – Tuesday August 26th 2014 – at the Village Hall**

Meeting closed at 8.22 pm