

**Minutes of the meeting held at the Sports Pavilion on Tuesday 9<sup>th</sup> December 2014.**

*The Vice Chairman opened the meeting at 7.03 pm.*

Three members of the public were present: Mrs June Whittaker of Keble Park North, Mrs Gillian Clifton of Acaster Lane and Miss Julia Clifton of Main Street, to discuss the unexpected closure of Vernon House. Mrs June Whittaker asked if the Parish Council had been advised of the closure and if so, how long it would be before it re-opened.

Cllr. Jemison explained that Vernon House was closed by the City Council for safety reasons. A recent test of the water system revealed faults and at that time it was discovered that no PAT testing of electrical equipment had been undertaken for a number of years. Additionally there was no up to date Fire Risk Assessment for the building. Immediate closure was deemed necessary until these issues are sorted out. Anger was expressed towards the City Council for not undertaking these tests when they were due.

Cllr. Harrison contacted the City Council upon hearing of the closure to offer Parish Council help to remedy the issues. However, the City Council refused help from the Parish Council stating that their maintenance teams must be used and not the local contractors recommended by the Parish Council and used by the Parish Council.

Cllr. Mellors offered to contact the City Council to stress the urgency of the matter and to press for immediate action. **Action Cllr. Mellors.**

Cllr. Jemison thanked Mrs Whittaker, Mrs Clifton and Miss Clifton for attending the meeting and agreed to keep them updated with progress.

*Mrs Whittaker, Mrs Clifton and Miss Clifton left the meeting at 7.15 pm.*

*The Vice Chairman opened the Parish Council meeting at 7.16 pm*

**Council Members Present:**

Cllr. Jemison (Vice Chairman), Cllr. Mellors, Cllr. Neale, Cllr. Featherstone, Cllr. Elsworth and Cllr. Mrs Conley.

**14/196 1 Recording the Meeting**

*The right to record, film and to broadcast meetings of Bishopthorpe Parish Council, its committees, sub committees and any joint committees is established under the Openness of Local Government Regulations 2014. Bishopthorpe Parish Council is committed to being open and transparent in the way it conducts its decision making and therefore such recording is permitted under the lawful direction of Bishopthorpe Parish Council. Full rules for recording are available from the Clerk and those people recording any meeting will be deemed to have accepted them whether they have read them or not.*

*All recording must be undertaken in an obvious way and the wishes of any members of the public who do not want to be recorded must be respected. All persons recording the meeting are reminded that the 'Public Participation' period at the beginning of the meeting is not part of the formal meeting).*

**14/197 2 Apologies for absence.**

Cllr. Harrison, Cllr. Mrs Green and Cllr. Mrs Gajewicz.

**14/198 3 Declarations of Interest**

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

- 14/199 4 **Minutes of Meeting 25<sup>th</sup> November 2014**  
Cllr. Mellors requested that item 5.1.7 be changed from ‘Court’ to ‘Road’.
- Acceptance of the minutes was proposed by Cllr. Neale and seconded by Cllr. Featherstone. Carried unanimously by all who attended the meeting.
- 14/200 5 **Consideration of Planning Matters and recommendations of the Planning Group**
- 5.1 Notice of Applications received
- 5.1.1 **2 Melton Drive.** Replacement garage. 14/02528/FUL. No Objection
- 452 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **14 Newland Road.** Two storey side extension and single storey rear extension. 14/02253/FUL. (**No Objection**). Approved
- 5.3 Other Planning Matters
- 5.3.1 *Payments for new developments* – Cllr. Mellors reported that a sum of £2,155 has been paid the Parish Council under Section 106 payments. It is understood that no funds have yet been distributed to St Andrew’s Trust.
- Cllr. Mellors remarked that there is a sum of money available from the City Council specifically set aside for *informal public space*. It was argued that Vernon House would qualify for a grant from this fund and Cllr. Mellors offered to investigate further. **Action Cllr. Mellors**
- 14/201 6 **Services**
- 6.1 Village Hall Management Committee
- 6.1.1 *Management Committee Report* – Advance Fire Services will be contacted by the Clerk to undertake a fire inspection of the Village Hall – **Action Clerk**.
- 6.1.2 *Village Hall facade repairs* – Cllr. Jemison reported that this matter is on-going.
- 6.1.3 *Replacement of village notice board* – The design of the new notice board to be approved at the January meeting.
- 6.2 Sports and Leisure Management Committee
- 6.2.1 *Management Committee Report* – No recent meeting.
- 6.2.2 *Upgrade of facilities – conversion of store room to new toilet*. None of the three local builders contacted have shown any interest in providing a quote for the conversion. Under the circumstances the work may have to be offered to a non-local company.
- 6.2.3 *Football Club Development Plans* – Cllr. Featherstone reported that the Clubs have entered in to negotiations with the City Council to rent field space on Sim Balk Lane (behind London Bridge Service Station). This is subject to conditions contained in the farmer’s lease.
- 6.2.4 *Fire inspection recommendations* – Cllr. Featherstone reported that he is in the process of obtaining quotes from three companies to undertake the upgrades suggested in the Fire Inspection report.
- 6.3 Finance Committee
- 6.3.1 *Committee Report* – Nothing to report.

6.3.2 *Email from Moira Scaife regarding Double Taxation* – Cllr. Harrison has completed the application renewal form and the Clerk will ensure it is sent to Mora Scaife of the City Council as requested. **Action Clerk.**

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – Cllr. Jemison reported that a meeting has been arranged with John Kennedy to discuss the removal of a tree close to the Sports Pavilion.

6.4.2 *Ferry Cottage* – No update.

6.5 Youth Support and Children’s Recreation

6.5.1 *Monthly inspection update* – In an email sent before the meeting, Cllr. Harrison reported that a small piece of wood surrounding the climber has disappeared creating a tripping hazard. The area has been taped with black and yellow hazard tape to highlight the danger and will be repaired shortly.

6.6 Allotments

6.6.1 *Monthly update* – Payment of £12.47, which was due on the 1<sup>st</sup> October from Mr Burrans and Mr Thomas, has still not been received in respect of allotment plot number 51a at Appleton Road. Cllr. Neale offered to visit the holder in person. **Action Cllr. Neale**

6.7 Senior Citizens Support

6.7.1 *Monthly update* – Nothing to report.

6.8 Web-Page Management

6.8.1 *Monthly update* – Cllr. Mrs Conley reported that the Chair’s Report will now appear on the web page.

6.9 Environmental and Sustainability Issues

6.9.1 *Monthly update* – Cllr. Mellors reported that York Open Planning Forum has ceased operation and are now looking to merge with York Environment Forum. The Parish Council are members of York Environment Forum (£10 membership was paid in September 2014) and are represented by Cllr. Mrs Green who attends their regular meetings.

6.9.2 *Recycling Day 2015 update* – Nothing to report.

6.10 Accessibility Network

6.10.1 *Monthly update* – Nothing to report.

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**Financial Transactions**

7.1 Payments to approve

7.1.1 **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**

7.1.2      **On line payments**

Clerk’s Salary	609.00
Dennis King Electrical Ltd – PAT test equipment in Sports Pavilion	130.80
Playdale – basket swing repairs	420.00
<b>Payment Total</b>	<b>£1,159.80</b>

**TOTAL PAYMENTS**

**£1,515.80**

\*      *No payments referred to Village Hall Management Committee for authorisation this month*

7.2      Income Receipts

Section 106 – City Council	2,155.00
Play Group – contribution towards painting Nursery side of Sports Pavilion	240.00
Village Hall Management Committee takings for November	806.65

**Income Total**

**£3,201.65**

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

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| 14/203 | 8  | <b>School Governors</b>            | <p>8.1      <i>Infants School</i> – Cllr. Elsworth reported that the school held a successful ‘Mulled Wine Evening’ on the 8<sup>th</sup> December. The 12<sup>th</sup> December has been designated a sponsored ‘wear your Christmas Jumper to School Day’ in aid of NSPCC. A Reception Teacher has resigned and will leave at Christmas.</p> <p>8.2      <i>Junior School</i> – The Community Open Day will be held on Thursday 11<sup>th</sup> December.</p> |
| 14/204 | 9  | <b>Parish Council Youth Awards</b> | <p>9.1      <i>Committee Report</i> – Nothing to report.</p>  |
| 14/205 | 10 | <b>Pinfold</b>                     | <p>10.1      <i>Committee Report</i> – Nothing to report.</p>   |
| 14/206 | 11 | <b>Sensory Garden</b>              | <p>11.1      <i>Committee Report</i> – Nothing to report.</p>   |
| 14/207 | 12 | <b>Police Liaison</b>              | <p>12.1      <i>North Yorkshire Police Force</i> – Nothing to report.</p>   |
| 14/208 | 13 | <b>Local Council Association</b>   | <p>13.1      <i>YLCA Update</i> – Nothing to report.</p>  |
| 14/209 | 14 | <b>Highway Matters</b>             | <p>14.1      None – Nothing to report.</p>  |
| 14/210 | 15 | <b>Correspondence</b>              | <p>15.1      <u>City of York not covered elsewhere</u></p> <p style="padding-left: 20px;">15.1.1      None</p> <p>15.2      <u>Others</u></p> <p style="padding-left: 20px;">15.2.1      None</p>   |

14/211 16 **Ward Committee**  
Nothing to report.

14/212 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Cllr. Mellors suggested that following disclosure of the Parish Council's Bank Balances in the November minutes, the Parish Council's debt figure should also be disclosed. This is as follows: the balance outstanding for the Public Works Loan Board (for Play Area development in Keble Park) as at 20<sup>th</sup> October 2014 was £18,441.43.
- Cllr. Mellors reported that the vacancy for the local Councillor Officer has been filled by Nicola Moorcroft - formerly Parish Clerk to Rawcliffe Parish Council.

14/213 18 **Date and time of next meeting – Tuesday 27<sup>th</sup> January 2015 – at the Village Hall**

Meeting closed at 7.39 pm