

Minutes of the meeting held at the Village Hall on Tuesday 24th February 2015.

The Chairman opened the meeting at 7.00 pm.

Six parishioners were present to discuss the closure of Vernon House.

To address their concerns, Cllr. Harrison gave a review of the meeting he attended at the City Council on the 10th February, where the fate of the building was discussed, as follows:

The building was closed on the 4th December due to non-compliance with Health and Safety regulations. The Parish Council immediately offered to help the City Council by supplying the names of local contractors to undertake the work but this offer was refused. It later emerged that a proposal by the City Council had been made to demolish Vernon House and on the site, build two new Council bungalows for the use of elderly and disabled people. In addition, two bungalows are being proposed on the site of the car park and two further bungalows on the small area of green land which forms the junction of Beech Avenue with Maple Avenue. It was interesting to note that the City of York had recognised the final site as an "amenity open space". On behalf of all users of Vernon House the Parish Council attended the meeting on February 10th to resist the demolition plans and to ask that the repairs be made as necessary to ensure that it re-opens for community use.

The City Council acknowledged that Vernon House is a 'special site' and meets with their aim to 'build strong communities' within the City. However, to date, no decision has been reached regarding the building's fate and when pushed for a response the City Council remains vague. A further site meeting has been arranged between the City Council and the Parish Council for Friday 27th February where letters of support from user groups will be presented to City Council staff.

It has been hinted that the building may re-open on a temporary basis charging commercial rates for the rent of the room. Such a charge may price the small user groups out of the market and the elderly users will suffer accordingly if the groups which they attend frequently are forced to close down. The location of Vernon House is of paramount importance to many disabled and elderly users who live in Vernon Close and re-locating groups to other village locations may deter their future attendance.

Cllr. Harrison has asked that the Parish Council be involved at all stages of the City Council's decisions stressing that this vital amenity should remain accessible for not only the residents of Vernon House but for all residents of the village who wish to use it.

Mr Mark Webster of Beech Avenue asked how it could be possible for the City Council to propose building on the land at the corner of Beech Avenue when it is classed as 'amenity open space'. Cllr. Mellors replied that it is within the City Council's powers to do this by simply designating it as a building plot. However it is believed that a right of access may have been established during the past seven years which may prevent the building of the two bungalows. To prove a right of access would require further investigation and supporting evidence from local residents.

Mr Mark Dobson of Beech Avenue expressed his concerns that if six new bungalows are built this may impact on the school intake. As all Bishopthorpe children wishing to move from the Infant School to the Junior School have to formally apply for a place, Mr Dobson was concerned that a further inflow of children to the village would put the system under severe pressure with the result that Bishopthorpe children may be denied access to Bishopthorpe Junior School. Cllr. Mrs Green in reply stated that the bungalows being proposed would be one-bedroom dwellings and specifically geared towards the elderly and disabled and should not impact on the schools.

The public meeting ended at 7.22pm with Cllr. Harrison thanking all who attended.

The Parish Council commenced at 7.23pm.

Council Members Present:

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

19/15 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).

20/15 2 **Apologies for absence.**

None – except Cllr Featherstone reported that he would need to leave at 8pm.

21/15 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 matters of interest were declared in the Agenda.*

22/15 4 **Minutes of Meeting 27th January 2015**

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

23/15 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **26 Bridge Road.** Single storey front extension. 15/00086/FUL. No Objection

5.1.2 **32 Keble Park Crescent.** Two storey side and single storey rear extensions. 15/00097/FUL. No Objection

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

5.2.1 **8 Maple Avenue.** Revised plans have been submitted for the proposed two storey side and rear extensions, with room in the roof and porch to front of the dwelling house. 14/02553/FUL. (**No Objection**) Approved

5.1.2 **9 Keble Park North.** Two storey rear extension and single storey side extension. 14/02896/FUL. (**Comments made**) Approved

5.3 Other Planning Matters

5.3.1 *S 106 Payments for new developments* – A total amount of £8,464.20 has been granted to Bishopthorpe Parish Council under S106 payments. Of this it is proposed that £2,155.00 will be spent as follows:

Play Use

Bark chippings £794.00
Ferry Lane Play Group £397.00

Sports Use

Donation to Senior Football Club £327.00
Donation to Cricket Club £327.00
Donation to White Rose Football Club £310.00

The remaining balance of £6,309.20 will be allocated to projects (as allowed under the rules) in the new financial year. Funds will not be allocated to Vernon House restoration.

- 5.3.2 ***Glebe Farm, Moor Lane ref 14/02791/ABC3.*** – Proposal is not permitted development and requires planning permission under Class MB, Part 3, Schedule 2 of Article 3 of The Town and Country Planning order 1995 – Noted.

Under this heading Cllr. Mellors mentioned that the application at 11 Appleton Road (Single storey rear extension. 14/02544/FUL) to which the Parish Council made an objection and was subsequently withdrawn but has now been approved by the City Council. It transpires that following the withdrawal a new application was submitted under the *Large Householder Extension Permission*. This is a new initiative available to the public until 2016 which allows detached houses to extend up to eight metres (and all other dwelling to extend up to six metres) without formally applying for planning permission with approval automatically granted unless neighbouring property object. The application granted for 11 Appleton Road permits an extension of six metres and at no time was the Parish Council consulted in the process.

The Councillors agreed that it is alarming the Parish Council will not be consulted under the new regulations and questioned the process of seeking a planning opinion on proposed new developments from the Parish Council if it is the intention to miss out such opinions under the *Large Householder Extensions Permission*. Cllr. Mellors agreed to contact the City Council planning department to ask for a list of other dwellings in the village that have been granted permission to extend under the new system and of which the Parish Council has no knowledge. **Action Cllr. Mellors**

24/15

6

Services6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – Cllr. Jemison reported that a letter from the Monday / Wednesday night Badminton Club complaining that two of their weekly sessions had to be cancelled to accommodate the upcoming Ebor Players production in April had been addressed by the Committee. The Ebor Players have agreed to reschedule their arrangements to allow the Badminton Club to play on Monday evening.

The Committee stressed that a single group / club does not have exclusive access to the hall but must share it with other groups and societies. The Badminton Club, who never attend Village Hall Management Committee meetings despite being invited, have been invited to participate in their next meeting.

Cllr. Jemison commented that the water heater the in downstairs kitchen is not user-friendly. A number of options have been considered and discussed by the Committee and it has been concluded that an under the counter water heater may be the solution. To fit one heater will cost £214 (including fitting). It was proposed by Cllr. Jemison that the upstairs kitchen should also be fitted with the same heater at the same cost. The proposal was seconded by Cllr. Mrs Conley and agreed unanimously.

Cllr. Jemison asked the Clerk if the Parish Council had a contract with Invalifts Ltd. Both the Clerk and Chairman had no knowledge of such a contract therefore future repairs to the lift may be put out to tender to find a cheaper alternative.

6.1.2 *Village Hall façade* –Cllr. Jemison made contact with the City Council Ancient Monuments advisor who agreed that a lip over the plaques, to be embedded in the building outside wall, may help to stop the stones getting wet and leaking a stain down the wall. It was further suggested that a plastic shield may help to prevent weathering of the plaques but Cllr. Harrison resisted this option. In reply to the question “*how long will the works last*” the City Council are not prepared to commit to an answer. A quote has been requested for the work.

6.1.3 *Replacement of village notice board* – Two quotes have been obtained for a new notice board. The first one was for £1,500 and the second £832 both + vat. Essentially both quotes are offering the same type of board with the same features and it was proposed by Cllr. Jemison that the lower quote should be accepted. This was seconded by Cllr. Harrison and agreed unanimously. The Clerk was asked to pay the invoice to Signscape (£1,016.76) before the next meeting to allow work to commence immediately. **Action Clerk.**

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – No recent meeting.

6.2.2 *Upgrade of existing facilities* – None of the local Bishopthorpe contractors have shown any interest in the proposed alterations to the building. It was therefore agreed that the search should be widen to include contractors from outside of the village.

Cllr. Featherstone reminded the meeting that the last Fire Inspection Certificate requested attention to lighting to ensure compliance with the latest safety regulations. It was previously agreed by the Parish Council that the lights will be changed following the building work to upgrade the facilities to ensure the least amount of disruption possible. Going forward, if the lights are not changed it is doubtful that a new Fire Certificate will be issued in 2016.

6.2.3 *Bishopthorpe Utd development plans* – Nothing to report.

6.3 Finance Committee

6.3.1 *Committee Report* – No recent meeting.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Nothing to report.

Cllr. Featherstone left the meeting at 7.54pm.

6.4.2 *Field 84* – Cllr. Mrs Green has obtained some Flanders poppy seeds and offered to disperse these in the field. **Action Cllr. Mrs Green**

6.4.3 *Ferry Cottage* – The Clerk was asked to contact Erik Matthews, the City Council Development Management Officer to ask if there are imminent plans for demolition of the building. **Action Clerk.**

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly inspection update* – The inspection kit was passed from Cllr. Mrs Green to Cllr. Mrs Gajewicz for the month going forward. Cllr. Mrs Green reported that two bags of bark were spread under the swings to provide a deeper cushion effect for falling children.

6.5.2 *Annual Inspection Report* – Reporting on the Annual Inspection, Cllr. Harrison commented that overall the result was good. Some small repairs were necessary due to wear and tear during the year. However a list of recommendations was provided which include topping up both sand and bark levels with a price of £5,371.24 quoted. Cllr. Harrison offered to research this further before making a recommendation.
Action Cllr Harrison.

Cllr. Harrison suggested that the Parish Council may wish to consider making an annual provision from the Precept to meet the cost of replacing and updating equipment. Each item has a life expectancy of five to ten years but will depreciate accordingly within that time. Cllr. Harrison suggested that a Reserve Fund should be allocated from each year's precept to ensure that repairs can be afforded in the future. It was agreed that this would be a sensible approach to meeting future costs and that a Reserve Fund will be included in next year's budget (to be agreed in December 2015).
Action Cllr Harrison

6.6 Allotments

6.6.1 *Monthly update* – Cllr. Neale reported that four people are on the waiting list for a plot at Acaster Lane. There are two plots available at Appleton Road.

6.6.2 *Allotment allocation to non-Bishopthorpe residents* – It was agreed that in future, if plots cannot be filled with Bishopthorpe residents they can be offered to non-village applicants.

6.7 Senior Citizens Support

6.7.1 *Monthly update* – Nothing to report.

6.7.2 *Vernon House* – As discussed at the beginning of the meeting.

6.8 Web-Page Management

6.8.1 *Monthly update* – Cllr. Mrs Conley confirmed that the web page is up to date.

6.9 Environmental and Sustainability Issues

6.9.1 *Monthly update* – Cllr. Mrs Green reported that St Nicolas Fields propose to hold an open weekend for York residents who are contemplating ecological changes to their home. In order to do this, anyone who has made such a change i.e. adding solar panels etc is invited to participate by allowing other interested parties to view the alterations and discuss the practicalities involved. Anyone house-holder wishing to participate should contact St Nicholas Fields directly.

Cllr. Mrs Green reported that she spotted a possible source of funding which may be available to the Parish Council in the recently supplied list of Grant Funding supplied by the City Council. Money may be available for planting trees under the Orchard Windfall scheme. Cllr. Mrs Green offered to look in to this and to involve children from the Junior School in the project. **Action Cllr. Mrs Green.**

6.10 Accessibility Network

6.10.1 *Monthly update* – Nothing to report.

25/15	7	Financial Transactions	
		7.1 <u>Payments to approve</u>	
		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	640.00
		Clerk's Salary – Back pay to 1 st January 2015	31.00
		Non consolidated one off payment – carried forward from 1/12/14 - Clerk	100.00
		Clerk's Expenses- (<i>photocopying £ 1.98, A4 paper £5, minute book £2</i>)	8.98
		Village Hall Caretaker / Secretary	456.50
		Yorkshire Water – Village Hall	99.55
		Yorkshire Water – Allotments, Appleton Road	16.69
		Yorkshire Water – Sports Pavilion	660.84
		Yorkshire Water – Allotments, Acaster Lane	21.03
		Play Dale – Annual Inspection of Play Area	234.00
		Advance Fire – Bi annual service of fire precautions – Village Hall	162.60
		Npower – Sensory Garden lights	43.13
		City of York Council – Waste collection Sports Pavilion – paid 3/2/15	52.00
		Burn and Co – Registration fee – Sports Pavilion lease – paid 30/1/15	46.00
		Payment Total	£2572.32
		TOTAL PAYMENTS	£2928.35
		* <i>No payments referred to Village Hall Management Committee for authorisation.</i>	
		7.2 <u>Income Receipts</u>	
		New allotment let – Mr Burgess Appleton Road site	7.47
		Income Total	£7.47

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

26/15	8	School Governors	
		8.1 <i>Infants School</i> –Nothing to report.	
		8.2 <i>Junior School</i> – Cllr. Mrs Green reported renewed interest in the regeneration of the Maths and Science block. It is hoped that York College building apprentices may become involved in the project.	
		A Scarecrow Festival is planned for the village to take place during the weekend of 20 th – 21 st June.	

- 27/15 9 **Parish Council Youth Awards**
9.1 *Committee Report* – Nothing to report.
- 28/15 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 29/15 11 **Sensory Garden**
11.1 *Committee Report* – Nothing to report.
- 30/15 12 **Police Liaison**
12.1 *North Yorkshire Police Force* –No report has been received from PCSO Angela Hollywood. Cllr. Mrs Green commented that she regularly meets with PCSO Angela Hollywood at Quench Cafe on a weekly basis and discusses any pertinent police issues which have occurred in Bishopthorpe.
- 31/15 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association Update* – Cllr. Mellors reported the following items from the Branch Meeting held on the 12th February:
- York City Council pass on to all Parish Council’s the Local Council Tax Support Grant – not all Local Authorities do this.
 - A cap on the Precept maybe introduced during the financial year 2018/19.
 - Action on the Local Plan is held in abeyance until following the General Election in May.
 - The Emergency Plan meeting gathered together a list of important telephone numbers that may be needed in the event of an Emergency. Bishopthorpe is included in the City Council’s Emergency Flood Plan.
- 13.2 *Yorkshire Local Councils Association – Elections May 7th* – Noted.
- 13.3 *Inspiring Yorkshire – Invitation Wednesday 18th March Denton Hall, Ilkley* – Noted.
- 32/15 14 **Highway Matters**
14.1 *Letter from Miss Wright* – In a letter from Miss Wright it was described how City Council staff attending the home on Maple Avenue are double-parking their cars and also parking them on the grass verges instead of using the designated car park located metres away. The Clerk was asked to contact the City Council about this issue. **Action Clerk.**
- 14.2 *Email regarding the ‘Tour de Yorkshire’* - Noted.
- 33/15 15 **Correspondence**
15.1 City of York not covered elsewhere
15.1.1 *Email from Mary Bailey – funding information.* A copy of the twenty-one page report will be circulated by Cllr. Mrs Green for all Councillors to inspect. **Action Cllr. Mrs Green**
- 15.2 Others
15.2.1 None.

34/15 16 **Ward Committee**

A Residents' Forum is planned for the 25th March (venue to be confirmed). Questions are invited for submission.

It is understood that an Environmental Improvement Fund with access to £250k is to be established. Cllr. Harrison commented that this seems unjust when other areas across the city are losing funding and job losses are being imposed on Council staff.

35/15 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Cllr. Harrison observed that the Post Office has officially moved to May News on Sim Balk Lane.
- Cllr. Harrison read an email from Ian Hodson which requests that the Parish Council acknowledge the work undertaken to maintain the flower trough on which the Bishopthorpe sign is placed (on Bishopthorpe Road). It was agreed that the Parish Council are very grateful for this and a letter of thanks will be sent to Mrs Muriel Wood. **Action Clerk.**
- Cllr. Mrs Green reminded the meeting that a dance with supper will be held in the Church Hall on Saturday 28th February to raise funds for project Riandu – to build a school for deaf children in Kenya. The cost of a ticket will be £10.

36/15 18 **Date and time of next meeting – Tuesday 24th March 2015 – at the Village Hall**

Meeting closed at 8.36 pm