

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

The Chairman opened the meeting at 7.00 pm.

Council Members Present:

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

37/15 1 **Recording the Meeting**

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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).

38/15 2 **Apologies for absence.**
Cllr. Mrs Conley39/15 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 items were declared.

40/15 4 **Minutes of Meeting 24th February 2015**

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

41/15 5 **Consideration of Planning Matters and recommendations of the Planning Group**5.1 Notice of Applications received5.1.1 **40 Beech Avenue.** Single storey front extension. 14/02931/FUL. No Objection5.1.2 **2 Beech Avenue.** Extension to rear outbuildings to accommodate bin stores for 2 – 20 Beech Avenue. (Evens only). 15/00476/FUL. No Objection452 Notice of decisions given (*Parish Council decisions are highlighted in red*)5.2.1 **26 Bridge Road.** Single storey front extension. 15/00086/FUL. (**No Objection**) Approved5.1.2 **4 Ferry Lane.** Fell Silver Birch and fir tree in a Conservation Area. 14/03002/Tree Conservation Area (**No Objection**) Approved5.3 Other Planning Matters5.3.1 *S 106 Payments for new developments - Nothing to report.*

Cllr. Mrs Green entered the meeting at 7.05 pm

5.3.2 *Proposed Works - Bishopthorpe Riverside - exempt tree work – Noted.*

- 5.3.3 *Email from Earswick Parish Council* – Details of the proposed Planning Workshop to be held on 30th March in Earswick Village Hall between 7.30 – 9.30 pm was emailed to all Councillors prior to the meeting.
- 5.3.4 *Development at 11 Appleton Road (Single storey rear extension. 14/02544/FUL* – Cllr. Mellors reported that the City Council granted permission for this extension under the *Large Householder Extension Permission* regulations. The Parish Council was not consulted under the new legislation and approval was granted automatically. Cllr. Mellors commented that a sunlight impact report should have been undertaken to establish the effect it may have on neighbouring property but this was not done. The Parish Council is not aware whether the neighbours were consulted or have disputed the development.

Cllr. Mellors offered to raise the issue of non Parish Council consultation with the Local Council Association as, going forward, this legislation may set a disturbing precedent if the views of Parish Councils are not sought in future planning decisions.

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Services**6.1 Village Hall Management Committee**

- 6.1.1 *Management Committee Report* – Cllr. Jemison confirmed that a new water heater has been ordered for the lower ground kitchen. The Committee agreed that a new heater would not be necessary for the upper floor kitchen.
- 6.1.2 *Village Hall facade* – Cllr. Jemison reported that a quote is pending relating to the removal and galvanising of the railings. Additionally the same company will quote for fitting a canopy over the plaques, repairing the coping stones and repainting the front wall.
- 6.1.3 *Replacement of village notice board* – A new board has been ordered and is due to be fitted at the beginning of April.

6.2 Sports and Leisure Management Committee

- 6.2.1 *Management Committee Report* – Cllr. Featherstone confirmed that Jonathan Short of Ainsty Lawn and Landscapes would be willing to take over the sole responsibility for grass maintenance of the sports field. The Clerk was asked to forward details of Sports Turf Services (York) Ltd to Cllr. Featherstone in order for him to cancel future grass cuts in 2015. **Action Clerk and Cllr. Featherstone**

Cllr. Harrison reported that he has forwarded a copy of a proposed lease (between the Parish Council and Play Group) to Play Group as requested.

- 6.2.2 *Upgrade of existing facilities* – Cllr. Featherstone has contacted Simon Sykes Builders to supply a quote for the upgrade. Cllr. Harrison cautioned that it may be practical in the short term to reconsider the creation of a ladies changing room, with thought given to the cost of relocating the water supply pipes.
- 6.2.3 *Bishopthorpe Utd development plans* – Nothing to report.

6.3 Finance Committee

- 6.3.1 *Committee Report* – Cllr. Harrison confirmed that the City Council has paid the Double Taxation claim of £1,560.00. This amount is not as high as in previous years
- 6.3.2 *Re-appointment of the Internal Auditor* – Alan Broadfoot has agreed to undertake the task of Internal Auditor to Bishopthorpe Parish Council for 2014/15

- 6.4 Field 84, Riverside and Footpaths Working Party
- 6.4.1 *Update* – Nothing to report.
- 6.4.2 *Field 84* – Cllr. Mrs Green confirmed that she intends to involve a number of school children in the project to scatter poppy seeds in Field 84. **Action Cllr. Mrs Green**
- 6.4.3 *Ferry Cottage – update* – The email received from Erik Matthews, Development Manager at the City Council, was read to the meeting by Cllr. Harrison. Mr Matthews confirmed that planning legislation does not allow the City Council to compel commencement of development. However, if there is an undue delay in starting the work, they may reconsider some form of enforcement action.

Bishopthorpe Parish Council has consistently reported the dangers of the derelict cottage to the City Council since 29th June 2011 and regularly called for Enforcement action. To date, every request made by the Parish Council has not been acted upon by the City Council.

- 6.5 Youth Support and Children’s Recreation
- 6.5.1 *Monthly inspection update* – Cllr. Mrs Green reported no issues arising from last month’s inspection and the kit was passed to Cllr. Jemison for the month going forward.
- 6.5.2 *Annual Inspection Report* – The Clerk was asked to contact Playdale to give instruction to undertake the minor repairs as recommended in the Annual Inspection Report. **Action Clerk.** Cllr. Harrison confirmed that he is looking into the cost of obtaining additional sand and replacement bark.
- 6.6 Allotments
- 6.6.1 *Monthly update* – Cllr. Neale asked for a warning letter to be issued to Mr Cowell (plot 19a Acaster Lane) who is, once again, neglecting his plot. This will be the forth warning letter issued to Mr Cowell and will state that the Parish Council will consider termination of the lease should it be necessary to issue a fifth letter. **Action Clerk.**

An email was sent to the Chairman from Mr Cole who rents the plot at the bottom end of the allotments. Mr Cole complained that a number of items have been dumped at the bottom end of the site which are not biodegradable. The Councillors agreed that the waste area at the end of the site is one that should be self-policed by the allotment holders and that the Parish Council are unable to undertake this task. Furthermore Mr Cole raised complaints regarding the overall appearance of the site and the alleged neglect of some of the plots. Cllr. Neale agreed to distribute copies of Mr Cole’s letter to other plot holders and seek their opinions before proposing changes. **Action Cllr. Neale**

Cllr. Harrison read out an email from Mrs Frida Brind of Acaster Lane who complained that the gate to the field to the north of the Acaster Lane allotments was left open making the road look untidy. The gate is at the entrance to a privately owned field, the owner of which has recently closed the gate.

- 6.6.2 *Email from Mr Higgins concerning the hedge at Acaster Lane allotment* – Mr Higgins, who lives directly opposite Acaster Lane allotments, complained to the Parish Council that the road-side hedge has been chopped down and left in a messy state and he demanded that the Parish Council repair the destruction. The Parish Council has no knowledge of who caused the damage to the hedge but it is believed the allotment holders know this information.

Cllr. Neale agreed to make further investigation before proceeding with any repairs.

Action Cllr. Neale

- 6.7 Senior Citizens Support
 - 6.7.1 *Monthly update* – Cllr. Mrs Green reported that she will attend the Bishopthorpe Ward meeting where Vernon House will be discussed.
 - 6.7.2 *Vernon House* – At the Ward meeting Cllr. Harrison will reiterate that the Parish Council wish to give input to the City Council Feasibility Study that is being commissioned to determine the fate of the building.
- 6.8 Web-Page Management
 - 6.8.1 *Monthly update* – Nothing to report.
- 6.9 Environmental and Sustainability Issues
 - 6.9.1 *Monthly update* – Cllr. Mrs Green reported how the City Council are being encouraged by Environmental Groups to consider building new housing on brown field sites to preserve the green belt.
- 6.10 Accessibility Network
 - 6.10.1 *Monthly update* – Nothing to report.

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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
	Margaret Christie – Sensory Garden locking / unlocking		543.00
	Payment Total		£899.00
7.1.2	On-line payments		
	Clerk’s Salary		640.00
	Clerk’s Expenses- (<i>photocopying £2.88, Ink cartridges ~£47.96, Stationery £2.91</i>)		53.75
	Village Hall Caretaker / Booking Secretary		539.86
	Rebecca Clark – Play Area gate locking / unlocking		168.00
	City of York Council – Annual Rates – Village Hall (due 1/4/15)		552.16
	City of York Council – Annual Rates – Sports Pavilion (direct debit payments)		2256.00
	<i>Signscape – Varicase Exterior Glazed Notice Board – paid 26/2/15</i>		1016.76
	<i>Dennis King Electrical Ltd – Village Hall door bell batteries</i>		30.49
	Cllr. Harrison –new keys for Parish Council cupboard		19.90
	Payment Total		£5276.92
	TOTAL PAYMENTS		£6175.92
*	<i>No payments referred to Village Hall Management Committee for authorisation.</i>		
7.2	<u>Income Receipts</u>		
	City Council Double Taxation claim 14/15		1560.97
	Income Total		£1560.97

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

- 44/15 8 **School Governors**
- 8.1 *Infants School* – It is understood that four teachers have recently resigned from the school for reasons unknown.
- 8.2 *Junior School* – Cllr. Mrs Green is to attend a Healthy Schools meeting on Thursday 26th March where she intends to discuss the Orchard Windfall project.
- Cllr. Harrison reminded the meeting that it was agreed that Bishopthorpe Parish Council would donate an amount of £40 towards the cost of producing a banner for the School’s Travel Group. The Clerk was handed an invoice and asked to pay this sum before the next meeting. **Action Clerk.**
- 45/15 9 **Parish Council Youth Awards**
- 9.1 *Committee Report* – Nothing to report.
- 46/15 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
- 47/15 11 **Sensory Garden**
- 11.1 *Committee Report* – Nothing to report.
- 48/15 12 **Police Liaison**
- 12.1 *North Yorkshire Police Force* – No report received from PCSO Angela Hollywood
- 49/15 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association Update* – Cllr. Mellors reported the following item:
- Assessment panel information was discussed at the recent meeting of the Joint Executive Board.
- 50/15 14 **Highway Matters**
- 14.1 *Sim Balk Lane shops* – Cllr. Harrison reported that the surface in front of the row of shops on Sim Balk Lane is to be resurfaced by the private owners in the near future.
- 51/15 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 *Election Nomination Set* – The Clerk made available hardcopies of the Election Nomination documents and invited Councillors to take one away.
- 15.2 Others
- 15.2.1 *None*
- 52/15 16 **Ward Committee**
- A meeting of Bishopthorpe Residents Forum has been arranged for Wednesday 25th March at the Old School. A surgery with Cllr. John Galvin will be incorporated in the meeting.

- 53/15 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- An email from Mr Ian Hodson was read out by Cllr. Harrison concerning a 'Street Scene' flyer distributed to a number of houses in the village.
 - Cllr. Harrison reported that White Rose Football Club is the recipient of a £2,000 donation from Acaster Malbis Parish Council.
- 54/15 18 **Date and time of next meeting – Tuesday 28th April 2015 to include the Annual Parish Meeting – at the Village Hall**

Meeting closed at 7.58 pm