

Minutes of the meeting held at the Village Hall on Tuesday 25th August 2015.

The Chairman opened the meeting at 7.00 pm.

Council Members Present:

Cllr. Harrison (Chairman), Cllr. Mellors, Cllr. Mrs Conley, Cllr. Askew and Cllr. Mrs Gajewicz,

15/136 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.

15/137 2 **Apologies for absence.**

Cllr. Mrs Green, Cllr. Neale (due to illness), Cllr. Jemison (due to illness), Cllr Mrs Gentry and Cllr. Featherstone

Cllr. John Galvin gave his apologies for absence for the August meeting.

15/138 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 interests were declared.

15/139 4 **Minutes of Meeting 28th July 2015**

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

15/140 5 **Consideration of Planning Matters and recommendations of the Planning Group**5.1 Notice of Applications received

5.1.1 **20 The Orchard.** Two storey side and single storey rear extensions. 15/01585/FUL. Objection

5.1.2 **Priory Corner, 83 Main Street.** Variation of condition number two of permitted application 14//01902/FUL to alter boundary wall coping details. 15/01573/FUL. No Objection

5.1.3 **Priory Corner, 83 Main Street.** Alterations to coping details of boundary wall previously approved as part of Listed building consent 14/01903/LBC. No Objection

5.1.4 **Bracken Lodge, 10 Main Street.** Reduce willow tree by a third in Conservation Area. 15/01743/Tree Conservation Area. Application supported.

5.1.5 **11 Copmanthorpe Lane.** Two storey side extension. 15/01615/FUL. No Objection but comments made.

- 5.1.6 **Marcia Hotel, 29 Main Street.** Remove limb and prune crown of tree by 15% in a Conservation Area. 15/01667/ Tree Conservation Area. No Objection but comments made.
- 5.1.7 **16 Keble Park North.** Two storey rear, single storey side extension and demolition of detached garage. 15/01692/FUL. No Objection
- 5.1.8 **13 Temple Road.** Single storey side extension. 15/01751/FUL. No Objection

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

- 5.2.1 **Tall Trees, Middlethorpe.** Single storey side extension and raising and alterations of roof of existing garage including dormer to front. 15/01241/FUL. (**No Objection**) No Objection

5.3 Other Planning Matters

- 5.3.1 *S106 payments* – Nothing to report.

15/141 6 **Services**

6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – The Committee were reminded to close the car park for a period of twenty-four hours to retain its status as private property. Cllr. Mrs Conley offered to inform Keith Thornton. **Action Cllr. Mrs Conley**

- 6.1.2 *Village Hall facade repairs* – Following consideration of all three quotes received for the work to repair and repaint the facade, Cllr. Harrison proposed acceptance of the PH Carr and Sons quote for £2,730.00. This was seconded by Cllr. Mellors and agreed unanimously.

6.2 Sports and Leisure Management Committee

- 6.2.1 *Management Committee Report* – Play Group's request to amend clauses within the new proposed lease were confirmed as acceptable to the Parish Council by Cllr. Harrison. However, it was stated that the Parish Council is not willing to pay for the installation of a telephone land-line in the Sports Pavilion

Play Group has expressed a concern that an overhanging tree branch may pose a danger to children in the playground area and asked the Parish Council to arrange removal of it. Cllr. Harrison agreed to instruct Cllr. Jemison to contact the tree surgeon. **Action Cllr Harrison.**

- 6.2.2 *Upgrade of existing facilities* – David Chapman Architects have been contacted to provide a set of professional drawings for the upgrade.

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

- 6.2.4 *Email from Tony Sharman* – Mr Sharman suggested that the Parish Council should display new signs at entrance points to the field at Ferry Lane prohibiting the exercise of dogs on the field. It was agreed that this may help to act as a deterrent to irresponsible dog owners. Cllr. Askew offered to arrange for three new signs to be produced stating '*No Dogs, No Motorcycles, No Golf*'. Clerk to contact Mr Sharman. **Action Clerk.**

6.3 Finance Committee

- 6.3.1 *Committee report* – Nothing to report.

6.4 Field 84, Riverside and Footpaths Working Party

- 6.4.1 *Working party report* – Nothing to report.

6.4.2 *Ferry Cottage* – No further action.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly inspection update* – Cllr. Askew reported that the top of the gates have been painted with anti-climb paint and new signs have been commissioned from the sign maker to advise the public of this. It was also agreed that the top of the fence should be painted with anti-climb paint to deter entry into the park this way (after the gates have been locked). **Action Cllr. Askew.**

Cllr. Askew has attached temporary strips of rubber to the side gate to deaden the banging noise which is irritating local residents. If this proves successful, the rubber dampeners will be made permanent.

6.5.2 *Email from Rebecca Clark* – Mrs Clark contacted the Parish Council to complain that users of the Play Area are parking on the road around the entrance causing obstruction to local residents. Cllr. Harrison suggested that she contact City of York Council Highways to report this matter, however, it was pointed out that this is a public highway and that there are no parking restrictions currently in place.

6.5.3 *Sand / cushion fall replacement* – No response has been received from Play Dale to the emails sent by the Clerk concerning the order placed in May. Cllr. Harrison offered to telephone them. **Action Cllr Harrison.**

6.5.4 *Email from Andrew Nicholson* – Mr Nicholson contacted the Parish Council to highlight an issue concerning the perimeter fence. When the new fence was erected around the Play Area, the old fence was left in place thus creating a small gap between the two of approximately one foot in width. This is now badly overgrown with weeds, restricting access along the path behind the houses. Mr Nicholson asked if the growth could be treated with weed killer or alternatively suggested removal of the old fence to allow proper maintenance of the area.

Cllr. Askew offered to investigate the problem and bring a solution to the next meeting. **Action Cllr. Askew**

6.6 Allotments

6.6.1 *Monthly update* – The annual invoices will be sent out in early September calling for all rents to be paid by 1st October. Late payments requiring a reminder letter to be issued will be charged an extra £5 per reminder letter.

6.7 Senior Citizens Support

6.7.1 *Monthly update* – Nothing to report.

6.7.2 *Vernon House* – At a recent meeting between Dennis Southall of the City Council with Cllr. Harrison and Cllr. Mrs Green, it was indicated that Vernon House may re-open mid-September. However, the City Council confirmed that this will not happen until they have installed doors compliant with disability laws throughout the property.

Cllr. Mellors questioned whether the Parish Council has agreed new rental charges going forward. Cllr. Harrison confirmed that these will not be economic rents but will be heavily subsidised by the Parish Council to support aging users in Bishopthorpe. A higher level of rent would be charged for non-residents.

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, Sustainability and Accessibility Issues

6.9.1 *Monthly update* – Nothing to report.

6.10 Community Emergency Planning

6.10.1 *Monthly update* – Cllr. Harrison reported that a sub-committee is to be established from Parish Councillors to take this matter forward. Katie Fisher, City Council Emergency Planning Officer and Business Continuity Advisor, supplied details concerning the Bishopthorpe Flood Action Plan held by the City Council which confirmed the following:

A flood warning issued at, or forecast to reach, 3 metres the following action will be taken:

- Flood warning signs will be placed at the junction of Main Street with Acaster Lane.

A flood warning issued at, or forecast to reach, 4.2 metres the following action will be taken:

- Flood warning signs to be sited at Ferry Lane junction with Acaster Lane

A flood warning issued at, or forecast to reach, 4.5 metres the following action will be taken:

- A sand bag bung will erected along the dwarf wall of the Palace
- Install a stopper / block culvert 900mm in diameter to stop back flow from river
- A temporary pump will be provided to discharge surface water from the culvert to the flood plain
- A sand bag bund will be erected across the end of Chantry Lane to the boundary wall of the property called The Chantry and
- Access will be checked from the back of The Chantry on to Ferry Lane.

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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	99.00
Monthly direct debit to E-on Village Hall Electricity	85.00
Monthly direct debit to E-on Village Hall Gas	128.00
Data Protection Registration – annual fee	35.00

Payment Total

£347.00

7.1.2 **On-line payments**

Clerk's Salary	640.00
Clerk's Expenses- (<i>photocopying £3.06</i>)	3.06
Village Hall Caretaker / Booking Secretary	429.50
Sports Turf Services – Grass cuts to Ferry Lane 3, 16, 30 June	62.40
Ainsty Lawn Care – area tidy up around gates – Sports Pavilion	200.00
Carol Henk – Sports Pavilion cleaning	120.00
Yorkshire Water – 2 nd Quarter – Village Hall	127.70
Yorkshire Water – 2 nd Quarter – Acaster Lane allotments	5.37
Npower – Sensory Garden lights 14/5 to 13/8	28.19
John Dickinson – Balance remaining for Village Hall boiler repairs	1338.03
James Medley Landscapes – work to football pitch	385.00
Paid :	
Water Mark – boiler / under sink heater – Village Hall	2237.36
Andrew's Garden Services – Play Area grass cuts	150.00

Payment Total	£5726.61
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TOTAL PAYMENTS	£6073.61
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* *No payments referred to Village Hall Management Committee for authorisation.*

7.2 Income Receipts

National Westminster Bank – monthly interest	1.89
Village Hall Management Committee July takings	775.15

Income Total	£777.04
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Approval of financial transactions proposed by Cllr. Mrs Gajewicz and seconded by Cllr. Mrs Conley. Carried Unanimously.

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| 15/143 | 8 | School Governors | <p>8.1 <i>Infants School</i> – Nothing to report.</p> <p>8.2 <i>Junior School</i> – Nothing to report.</p> |
| 15/144 | 9 | Parish Council Youth Awards | <p>9.1 <i>Committee Report</i> – Nothing to report.</p> |
| 15/145 | 10 | Pinfold | <p>10.1 <i>Committee Report</i> – Nothing to report.</p> |
| 15/146 | 11 | Sensory Garden | <p>11.1 <i>Committee Report</i> – Nothing to report.</p> <p>11.2 <i>Damage to mosaic</i> – Allison Williams has offered to undertake repairs to the mosaic and to coat it with a sealant for £150. The work will be undertaken before the first frost of the autumn.</p> <p>11.3 <i>Letter from Npower</i> – The Clerk was requested to contact Npower to arrange acceptance of their offer of a fixed price contract for a fixed term for the power supplied to the ground lights and fountain in the Sensory Garden. Action Clerk.</p> |

- 15/147 12 **Police Liaison**
12.1 *North Yorkshire Police Force* – Nothing to report.
- 15/148 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Nothing to report.
13.2 *White Rose Update (emailed to all 3/8)* – Noted.
13.3 *Countryside Voice magazine* – Information to be passed to Cllr. Mrs Green.
13.4 *Field Work magazine* – Information to be passed to Cllr. Mrs Green
- 15/149 14 **Highway Matters**
14.1 Cllr. Mellors requested that the Clerk send a letter to the following addresses asking that the resident cut back their overhanging hedge:
- The Vicarage, Church Lane
 - 44 Sim Balk Lane.
- Action Clerk.**
- 15/150 15 **Correspondence**
15.1 City of York not covered elsewhere
15.1.1 *Register of Electors and supply to Parish Councillors* – Noted.
- 15.2 Others
15.2.1 *Letter from B Gray* – Mrs Gray contacted the Parish Council to ask for removal of a tree overhanging her council bungalow. The Clerk was asked to forward the letter to Cllr. John Galvin as it is a City Council matter. **Action Clerk.**
- 15.2.2 *Letter from Julian Sturdy MP* – Noted.
- 15.2.3 *Email from Anne Cooper regarding Dementia Awareness* – The email from Mrs Cooper was read to the meeting and it was agreed that details should be passed to Cllr. Mrs Green. **Action Clerk.**
- 15/151 16 **Ward Committee**

A lengthy discussion was held to debate the merits of recent changes affecting the make-up of Ward Teams. It was agreed that as many Parish Councillors as possible will attend the next Ward Meeting to be held at Naburn Village Hall on the 21st October. **Action all Parish Councillors**
- 15/152 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- *Absence of Clerk 1st to 15th September (approx. Dates)* – The Clerk has been selected for Jury Service and will not be available during these dates.
 - Cllr. Harrison confirmed that he will issue a new set of dates for Beating the Bounds.
- 15/153 18 **Date and time of next meeting – Tuesday 22nd September 2015 – at the Village Hall**

Meeting closed at 8.21 pm