

**Minutes of the meeting held at the Village Hall on Tuesday 24<sup>th</sup> November 2015.**

*The Chairman opened the meeting at 7.02 pm.*

Mrs Morwenna Christian of Copmanthorpe Lane attended the meeting at the invitation of the Chairman to discuss her recent work in the village. Mrs Christian explained that she, with a small team of volunteers, has been clearing litter from certain areas of the village for some time and asked if the Parish Council would grant consent for clearance of the area around Ferry Cottage. Cllr. Harrison explained that the immediate land surrounding the cottage is not owned by the Parish Council and that currently the boundary of the cottage land and the Church Authorities land (which is leased to the Parish Council) is in discussion between the two owners. Cllr. Harrison advised Mrs Christian to await the outcome of these discussions and the erection of a fence to demarcate ownership before tidying up the area.

Mrs Christian thanked the Parish Council for the information and asked if the volunteers may continue to keep the woodland area to the northern edge of the playing field free from litter. To ensure that this area is under the control of the Parish Council and that the Parish Council is able to give permission for this, Cllr. Mrs Green offered to meet with Mrs Christian at the site. **Action Cllr. Mrs Green.**

Cllr. Harrison thanked Mrs Christian for her valuable work in the village and Cllr. Mrs Green offered to print an article in Link Magazine to encourage more volunteer litter pickers to come forward in Bishopthorpe.

*The public meeting commenced at 7.20pm (Mrs Christian left at 7.25pm)*

**Council Members Present:**

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

15/189 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.*

15/190 2 **Apologies for absence.**

Cllr. Jemison, Cllr. Featherstone and Cllr. Mrs Gajewicz

15/191 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. The following interests were noted:

*Cllr. Harrison Item 5.1.1 and 6.1.3*

15/192 4 **Minutes of Meeting 27<sup>th</sup> October 2015**

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

- 15/193    5    **Consideration of Planning Matters and recommendations of the Planning Group**
- 5.1    Notice of Applications received
- 5.1.1    **42 Main Street.** Reduce height of Sycamore tree in Conservation Area. 15/02443/Tree Conservation Area. No Objection
- 5.1.2    **38 Church Lane.** Fell five trees in the Tree Conservation Area. 15/02456/Tree Conservation Area. No Objection
- 5.1.3    **36 Keble Park Crescent.** Two storey side, single storey front and rear extensions. 15/02478/FUL. No Objection
- 5.1.4    **Carpet and Bed Warehouse, Acaster Lane.** Erection of dwelling following demolition of existing warehouse. 15/02323/FUL. Objection.
- 5.1.5    **27 Keble Park South.** Single storey garage extension to side. 15/02537/FUL. No Objection
- 5.1.6    **The Chantry, Chantry Lane.** Erection of double garage following demolition of existing outbuilding 15/02487/ FUL and 15/02488/LBC. No Objection
- 5.1.7    **14 Keble Park Crescent.** Conversion of garage into habitable room with first floor extension above. 15/02554/FUL. A sunlight assessment will be requested.
- 5.1.8    **Springfield, 20 Temple Road.** Single storey side and rear extensions. 15/025251/FUL. No Objection
- 452    Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1    **Southfields, 5 Ferry Lane.** Two storey front and rear extension and single storey rear extension with balcony. 15/01660/FUL. **(No reply submitted by Parish Council)**  
Approved
- 5.3    Large Householder Extension Notifications
- 5.3.1    None
- 5.4    Other Planning Matters
- 5.4.1    *S106 payments* – Nothing to report.
- 15/194    6    **Services**
- 6.1    Village Hall Management Committee
- 6.1.1    *Management Committee Report* – A parking issue has been raised by the Caretaker and also by the Ebor Players. The vehicle owner is leaving his car in the Village Hall car park for weeks at a time and the Ebor Players have complained that this will hamper the delivery of lighting and sound equipment for the upcoming Panto in December. Cllr. Harrison has sent a letter to the owner asking for the removal of the vehicle.
- 6.1.2    *Village Hall facade repairs* – Work will commence in Spring 2016.
- 6.1.3    The Parish Council has requested that the broken white parking line in front of the Village Hall be upgraded to a continuous white line to prevent parking across the entrance / exit. The City Council has referred the request to the Quarterly review of signs and lines for consideration.
- 6.2    Sports and Leisure Management Committee
- 6.2.1    *Management Committee Report* – Cllr. Harrison asked the Clerk to place a request from Bishopthorpe Bowling Club for financial assistance towards the replacement of their irrigation system on the Agenda for January. **Action Clerk.**

6.2.2 *Bishopthorpe Utd development plans - upgrade of existing facilities* – Cllr. Harrison reported that Cllr. Featherstone has spoken with both the Football and Cricket Clubs and received a favourable response from both with regards to the proposed development plans. The Play Group was less enthusiastic and requested changes.

6.2.3 *Score board – wooden gate repairs* – Nothing to report.

6.2.4 *Request from Play Group for a compost bin* – Cllr. Mrs Green reported that she recently attended a session of Play Group to give a talk about composting. As a result of the talk, Play Group would like to install a ‘Green Johanna’ composting bin. Cllr. Mrs Green offered to request one on their behalf from the City Council. **Action Cllr. Mrs Green**

6.3 Finance Committee

*Committee report* – Cllr. Harrison reported that Bishopthorpe Parish Council, which is legally classed as an employer of the Clerk, must comply with new Workplace Pension regulations. The staging date for the Parish Council has been set by the Government as 1<sup>st</sup> January 2017. The Clerk has registered the Parish Council’s details and when given the opportunity to do so by the Pension’s Regulator, will opt out of the scheme.

**Budget 2016/17**

Cllr. Harrison explained that the precept has been held at £28k for a number of years. Higher levels of expenditure are expected to be reported this year as a depreciation fund for the Play Area has been set up and a new boiler has been installed in the Village Hall. Additionally income will be lower this year principally due to S106. Reserves are expected to be halved at the year end and receipts from Double Taxation will fall.

Taking into account the fact that the Parish Council will also be taking over Vernon House in January 2016, Cllr. Harrison proposed an increase in the precept to cover expected increased expenditure.

Cllr. Harrison proposed an increase in the precept to £31,000. Seconded by Cllr. Mellors. Agreed unanimously.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – Cllr. Harrison reported that a tree came down in the recent winds near to St Andrew’s Old Church. Cllr. Jemison arranged professional removal and will ask for a contribution of 50% of the cost from St Andrew’s Trust.

6.4.2 *Ferry Cottage* – No recent update.

6.4.3 *Email from Morwenna Christian* – See above.

6.5 Youth Support and Children’s Recreation

6.5.1 *Monthly inspection update* – The inspection kit was passed from Cllr. Askew to Cllr. Mrs Conley for the month going forward. Cllr. Askew reported that he removed a rotting wooden post and made repairs to others.

It was remarked that sand levels are particularly low but this will be picked up in the January inspection and a request made at that time to top them up.

6.5.2 *Email from Mark and Joel Edmondson* – A request for skate ramp has been received which, unfortunately, cannot be agreed to in the Play Area. Noise levels for the surrounding neighbours were a major consideration when equipment was being installed and as a result ball games are not allowed due to the noise irritation they would cause. It would therefore be inappropriate to consider installation of a skate ramp for the same reason. Cllr. Harrison offered to contact Mark and Joel to convey this decision. **Action Cllr Harrison**

6.6 Allotments

6.6.1 *Monthly update* – The Clerk advised that one allotment rent remains outstanding on plot 13a Appleton Road. The Clerk has written to the allotment holder, Mr Clark, three times and left a message on his mobile phone – all of which have received no response. She therefore proposed to terminate the Agreement and mark the plot vacant. The Councillors agreed. **Action Clerk.**

Once the administration has been brought up to date by the Clerk, control will be passed to Cllr Mrs Gentry.

6.7 Senior Citizens Support

6.7.1 *Monthly update* – Cllr. Mrs Green reported that Quench Cafe continues to attract new users.

6.7.2 *Vernon House* – Cllr. Harrison reported that the lease is expected to be finalised before the end of the year with control of the building passed from the City Council to the Parish Council at that date. The Councillors suggested that an Open Day should be arranged at that time – perhaps to coincide with the Youth Award presentation evening on Thursday January 14<sup>th</sup>.

6.8 Web-Page Management

6.8.1 *Monthly update* – Cllr. Mrs Conley reported that Bish.net is not working properly due to a software fault. A working party is to be established to discuss the future of the site. It is not currently possible for the Parish Council’s minutes to be updated on their page but hard copies are filed in the Parish Council box file held in the library.

6.9 Environmental, Sustainability and Accessibility Issues

6.9.1 *Monthly update* – Cllr. Mrs Green reported that she recently attended a viewing for a film entitled ‘This Changes Everything’ which dealt with the subject of climate change.

6.10 Community Emergency Planning

6.10.1 *Monthly update* – Cllr. Harrison asked the working party consisting of Cllr. Askew, Cllr. Mrs Conley and Cllr. Mrs Gajewicz to arrange a meeting date for mid-January.

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7

**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
Transfer to reserves – Play Area	5000.00
AON – Village Hall Insurance Renewal (£1747.95 in 2014)	1804.75

**Payment Total**

**£7116.75**

7.1.2      **On-line payments**

Clerk's Salary	640.00
Clerk's Expenses- ( <i>photocopying £3.33</i> )	3.33
Village Hall Caretaker / Booking Secretary	519.06
Sports Turf Services – Grass cut Ferry Lane	124.80
Dennis King Electrical – Repairs to light in Gents' Toilet Sports Pavilion	41.76
Carol Henk – Sports Pavilion cleaning	120.00
Rebecca Clark – Play Area gate locking 20/9/15 to 21/11/15	189.00
Npower – Sensory Garden lights	36.89
Byte Guys – Repairs to Clerk's computer	140.00
JRB Tree Surgery – two large trees trimmed at Sports Pavilion	250.00
Andrew's Garden Services – Play Area grass cuts	290.00
Yorkshire Water – Sports Pavilion third quarter	633.43
Yorkshire Water – Allotments Acaster Lane third quarter	51.52
Yorkshire Water – Village Hall third quarter	88.64
Yorkshire Water – Allotments Appleton Road third quarter	85.19

<b>Payment Total</b>	<b>£3213.62</b>
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<b>TOTAL PAYMENTS</b>	<b>£10330.37</b>
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\*      *No payments referred to Village Hall Management Committee for authorisation this month*

7.2      Income Receipts

National Westminster Bank – Interest	1.95
Late allotment payment – Mrs Kennedy	7.36
Late allotment payment – Mrs Blackburn	13.50
Marie Addinall – refund of overpayment relating to steamer	38.40

<b>Income Total</b>	<b>£61.21</b>
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Approval of financial transactions proposed by Cllr. Mellors and seconded by Cllr. Mrs Green. Carried Unanimously.

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**School Governors**

8.1      *Infants School* – Cllr Mrs Gentry reported that the School's main concern is with visibility issues for the children travelling to school on foot. A separate Travel Group has been established from the Junior School that are looking in to the possibility of laying down a number of thermo plastic 'feet' markings on the pavement to guide children along safe routes. Particular areas of concern are around the Dentist and the Estate Agents on Sim Balk Lane.

8.2      *Junior School* – The issue of school employees parking on Copmanthorpe Lane for the duration of the school day will remain unresolved as the School is unwilling to give up any land to provide an increase in parking space. It was noted that there are no legal parking restrictions along this section of public highway.

Cllr. Mrs Green reported that she is running a competition for all the school's children to make something out of recyclable materials over the Christmas break. This will be judged at the Grand Recycling Day on Saturday 9<sup>th</sup> January.

- 15/197 9 **Parish Council Youth Awards**  
9.1 *Committee Report* –The awards will be presented to the winners on Thursday 14<sup>th</sup> January. The closing date for nominations is Monday 14<sup>th</sup> December 2015.
- 15/198 10 **Pinfold**  
10.1 *Committee Report* – Nothing to report.
- 15/199 11 **Sensory Garden**  
11.1 *Committee Report* – Nothing to report.
- 15/200 12 **Police Liaison**  
12.1 *North Yorkshire Police Force* – The following is a report from PCSO Laura Smith:  
  
*“Incidents for the last 60 days.*  
  
*03/10 ASB Personal, Melton Drive, Neighbour Dispute.*  
  
*08/10 Stolen Motor Vehicle, Beech Ave*  
  
*11/10 Theft, Co-Op Main street.*  
  
*19/10 Burglary, Beech Ave*  
  
*19/10 Theft of bike Beech Ave*  
  
*19/10-24/11 ASB Personal. Glebe Farm. Numerous reports of problems with neighbours.*  
  
*04/11 Criminal Damage, Acaster Lane. Car damaged, wing mirror kicked off.*  
  
*04/11 Threats, Beech Ave.*  
  
*10/11 Suspicious, Beech Ave, Male going door to door.*  
  
*12/11 Suspicious, Acaster Lane, Male going door to door.*  
  
*14/11 Burglary, Sim Balk Lane, Gents Barbers, nothing taken”*
- 15/201 13 **Local Council Association**  
13.1 *Yorkshire Local Councils Association* – Cllr. Harrison reported that the following items will be on the Agenda at the Liaison Meeting on Thursday 26<sup>th</sup> November:
- Section 106 fund distribution
  - The Local Plan
  - The Parish Charter
  - Double taxation allowances.
- At an extra ordinary meeting of the National Association agreement was reached to increase their annual fees by 19%. The impact on Yorkshire Local Councils Association is to increase their annual subscription to the National Association by £10k per annum – a proportion of which can be expected as an increased fee to Bishopthorpe Parish Council next year. Cllr. Harrison remarked that Bishopthorpe Parish Council will suffer due to the financial incompetence of the National Association and called for the resignation of its Chair.
- 13.2 *White Rose Update* – A copy was emailed to all Councillors on the 16<sup>th</sup> November.

- 15/202 14 **Highway Matters**  
14.1 None
- 15/203 15 **Correspondence**  
15.1 City of York not covered elsewhere  
15.1.1 *Email from Kay Bailey – Article Request for Our City* Noted.  
  
15.1.2 *Minerals and Waste Joint Plan* – Noted.  
  
15.2 Others  
15.2.1 *Bishopthorpe Library* – Cllr Mrs Gentry reported that it appears that funding may be safe for the next three years but the City of York Council is rolling out a ‘Friends’ scheme’ and control and funding will be passed over on a staged process. Cllr Mrs Gentry asked for this subject to be made a permanent agenda item in future so that the Parish Council can keep up to date with the situation. **Action Clerk.**  
  
15.2.2 *Letter from Julian Sturdy* – Noted.
- 15/204 16 **Ward Committee**  
  
Nothing to report.
- 15/205 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr. Mrs Green reminded the Councillors that the Grand Recycling Day is to be held on Saturday 9<sup>th</sup> January in the Village Hall. A request for help was made to all. Two new banners, which have been funded by the Ebor Bonfire Fund, will be displayed in the village.
  - Cllr. Mellors reported that First Responders are encountering a problem with their vehicle insurance. When responders attend an emergency situation, certain Insurance Companies class this as attending a place of work which may invalidate their cover if not previously disclosed.
- 15/206 18 **Date and time of next meeting – Tuesday January 19<sup>th</sup> 2016, 7pm – at the Village Hall**

Meeting closed at 8.20 pm