

BISHOPTHORPE PARISH COUNCIL

Minutes of the meeting held at the Village Hall on Tuesday 28th June 2016.

The Chairman opened the meeting at 7.00 pm.

Cllr. Harrison welcomed four parishioners to the meeting and opened the floor to their questions. Mr Richard Harte of Lang Road stated that residents were concerned about the potential move of the Doctor's surgery out of the village and asked if the Parish Council had an update. In response Cllr. Harrison offered to bring forward item 15.2.2:

At a recent meeting with the Practice Manager Cllr. Harrison learnt that plans are proposed to merge the Doctors surgeries of Copmanthorpe and Bishopthorpe to form one, much larger, surgery in a location mutually convenient to both villages. Two sites have been identified so far: one at the end of Sim Balk Lane (opposite York College) and the other at the end of Copmanthorpe village. The Sim Balk Lane site is preferred. It is the intention, at some point in the future, to distribute a questionnaire to both villages for feedback. At the moment funding for the project has not been secured and until it has, the two surgeries will remain unchanged. The Practice Manger hinted that a time scale of between two to three years is anticipated if funding is granted.

Cllr. Harrison encouraged any registered patients, with concerns to raise, to attend the Patient Participation Group (PPG) meeting. These are held at the Old School Medical Practice in Copmanthorpe on the last Wednesday of every month. An on-line virtual group has also been established to meet the needs of anyone who is unable to attend the meetings. This can be accessed by contacting Marcus Collumb at osmp.ppg@nhs.net or telephoning 706455.

Cllr. Harrison confirmed that the Parish Council will keep in regular contact with the Practice Manger and will attend the PPG meetings where possible to keep up to date with the latest developments.

*The residents were thanked for attending and left the meeting at 7.10pm.
The Parish Council meeting commenced at 7.11pm*

Council Members Present:

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

16/87 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.

16/88 2 **Apologies for absence.**

Cllr. Jemison

16/89 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.

16/90 4 **Minutes of Meeting 22nd May 2016**

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

16/91 5 **Consideration of Planning Matters and recommendations of the Planning Group** 5.1 Notice of Applications received

- 5.1.1 1.1.1 **38 Keble Park North.** Two storey side extension with front dormers and singles storey rear extension. 16/01248/FUL. No Objection
- 5.1.2 1.1.2 **12 Church Lane.** Single storey front porch extension and installation of bay window to front and replacement window to first floor. 16/01291/FUL. No Objection
- 5.1.3 1.1.3 **39 Beech Avenue.** Singles storey front extension and raising of existing roof including the erection of a rear dormer. 16/01340/FUL. No Objection
- 5.1.4 1.1.4 **14 Coda Avenue.** Erection of summer house to rear (retrospective) 16/01351/FUL. No Objection
- 5.1.5 1.1.5 **Lillies Cottage, 10 Copmanthorpe Lane.** Two storey rear extension and alterations to roof of existing single storey rear offshoot. 16/01387/FUL. No Objection
- 5.1.6 1.1.6 **15 Beech Avenue.** Dormers to front and rear. 16/01403/FUL. No Objection
- 5.1.7 1.1.7 **The Chantry, Chantry Lane.** Reduce three Yew trees and one Sycamore tree in the Conservation Area. 16/01476/Tree Conservation Area. No reply – to be left to City Council tree experts.
- 5.1.8 1.1.8 **45 Lang Road.** Two storey side extension. 16/01460/FUL. No Objection
- 5.1.9 1.1.9 **The Chantry, Chantry Lane.** Internal and external alterations including single storey side extension to The Chantry and single storey rear extension to Magnolia Cottage, new window and door openings, sealing of lightwells and erection of entrance gates and associated fencing. Installation of internal staircase following partial demolition of two storey rear offshoot and removal of external staircase. Internal alternations to rooms and demolition of greenhouse. 16/01289/LBC. Application supported.
- 5.1.10 1.1.10 **The Chantry, Chantry Lane.** Partial change of use from mixed B1/C3 use to C3 residential house with associated extensions and alterations to building including single storey side extension to The Chantry and single storey rear extension to Magnolia Cottage. Erection of entrance gates and associated fencing. 16/01288/FUL. Application supported
- 452 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 1.1.11 **26 Keble Park Crescent.** Two storey side and single storey front and rear extension. 16/00721/FUL. (**No Objection**) Approved
- 5.2.2 1.1.12 **14 Keble Park Crescent.** Conversion of garage into habitable room with a cycle bin store to the side (resubmission). 16/00732/FUL. (**No Objection**) Approved
- 5.2.3 1.1.13 **13 Newlands Road.** Single storey rear extension. 16/011676/FUL. (**No Objection**) Approved
- 5.2.4 | **21 Lang Road.** Signal storey side extension and hard standing to front. 16/00953FUL. (**No Objection**) Approved
- 5.3 Large Householder Extension Notifications
- 5.3.1 None
- 5.4 Other Planning Matters
- 5.4.1 *S106 payments* – Nothing to report.

Under this heading Cllr. Mellors reported that the City Council will be contacted in connection with the application at Temple Farm, Moor Lane and concerns will be raised in connection with the proposed alterations to their barns.

It is understood that the Head Teacher of Bishopthorpe Junior School will raise a complaint regarding the balcony extension proposed at 20 Copmanthorpe Lane.

- 6.1 Village Hall Management Committee
- 6.1.1 | *Management Committee Report* – The recent fire inspection recommended a new emergency bulkhead light unit at a cost of £75.50 plus vat. It

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was agreed that the Parish Council must go ahead with this recommendation. **Action Clerk.**

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Users of the Sports Pavilion were recently invited to raise concerns –
 The Football and Crickets Clubs had no issues.
 The Play Group wished to raised the following:
 There are a number of rotten wooden posts around the edge of the outdoor nursery space. John Gospel will be consulted to ask if he can replace these. **Action Cllr. Featherstone**
 Mark Webster has quoted a sum of £230 for installation of an outdoor water tap. Cllr. Harrison wished to remind the Play Group that whilst permission was granted from the Parish Council to install this, it must be at their expense.

6.2.2 *Bishopthorpe Utd development plans - upgrade of existing facilities* – Cllr. Featherstone reported that he has sought four quotes - two have not responded. It was agreed that the quotes should include an integrated fire alarm system and also proposals for a drainage system in the new store room / ladies referee room.

6.2.3 *Signs prohibiting dogs on the sports field* – Cllr. Askew to install these. **Action Cllr. Askew**

6.2.4 *Legionella Tests* – Test kit to be requested from AquaCert.
Action Clerk.

6.3 Finance Committee

6.3.1 *Committee report* – Nothing to report.

6.3.2 1.1.1 *Clerk's Salary Review* – In line with NALC recommendations the following was put forward: from 1st April 2016 the Clerk will be paid on Salary Scale 22 at £10.632 per hour, which equates to £647 per month. From the 1st April 2017 this will increase to £10.739 per hour, £654 per month. The increase was proposed by Cllr. Harrison and was seconded by Cllr. Mellors. Agreed unanimously. The Clerk thanked the Councillors for agreeing the increase.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – Nothing to report.

6.4.2 *Ferry Cottage* – The boundary location has now been agreed and negotiations about a boundary fence with the current owner and new owner are ongoing.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly inspection update* – Cllr. Harrison reported no issues from the park inspection this month and passed the inspection kit to Cllr. Mrs Conley for the month going forward.

6.5.2 1.1.1 *Email from Susan Hawkrigde* – Cllr. Harrison agreed to contact Mrs Hawkrigde regarding the issue of privacy invasion to her garden by children using the swings. **Action Cllr Harrison**

6.6 Allotments

6.6.1 *Monthly update* – Cllr Mrs Gentry reported that she is keeping a close watch on allotment usage prior to annual rent reminders being issued in September.

In future the City Council may choose not to administer their current allotments and a 'break-away' allotment society may be formed. It was agreed that Bishopthorpe would be interested in participating.

- 6.7.2 1.1.1 *Letter from Dr RJ Plevey* – Cllr Mrs Gentry confirmed that she has contacted Dr Plevey to inform him where he is on the waiting list. Cllr. Harrison thanked Cllr Mrs Gentry for her work to date combining the waiting lists for both sites.

6.7 Senior Citizens Support

- 6.7.1 *Monthly update* – A coffee morning to raise funds for Vernon House will be held in August.

6.8 Vernon House

- 6.8.1 *Monthly update* – Cllr. Mrs Green reported that Richard Williams Electrics undertook the PAT testing for Vernon House. This was done free of charge and the Parish Council wishes to thank Mr Williams for his kind generosity.

Cllr. Harrison reported that the Valuation Office has levied a rateable value of £2,900 on the building. The Parish Council is liable for £0.48 in the pound which amounts to a sum of £1707.86. This charge has never been applied to this building before as it was City Council owned and was not anticipated by the Parish Council. It was agreed that the first instalment of £178.60, together with the charge for the period 12/1/16 to 31/3/16 (£304.26) will be paid. The total amount will be challenged by Cllr. Harrison to see if a reduction can be negotiated. **Action Cllr Harrison**

6.9 Web Page Management

- 6.9.1 *Monthly update* – Cllr. Harrison asked if the web page could be updated with issues reported in the minutes. **Action Cllr. Mrs Conley**

6.10 Bishopthorpe Library

- 6.10.1 *Monthly update* – Cllr Mrs Gentry reported that the City Council is looking at improving the anti-shatter proof sticky coating on the Library windows to see if they can be visually improved. The recent scarecrow competition attracted over 250 people to view their entry when usually the number of library users on a Saturday morning is just over 50.

The next Friends of Bishopthorpe Library is planned for Monday 4th July.

6.11 Environmental, Sustainability and Accessibility Issues

- 6.11.1 *Monthly update* – Cllr. Mrs Green reported that One Planet York is keen to bring the Globe to Bishopthorpe Parish Council. It was suggested that this may be more effective at Quench cafe or Catalyst Community Resource Group.

Brunswick Organic Nursery has reported unprecedented levels of vandalism at their remote walled garden on Bishopthorpe Road. Anyone seeing any unusual activity in this area is encouraged to report it to the Police.

- 6.11.2 1.1.1 *Email from Angharad Davies - Chair of the Independent Flood Inquiry in York* – The City of York Council has set up an Independent Inquiry looking into the Boxing Day floods. The aim of this is to provide an opportunity for those directly affected to express their views. Cllr. Harrison offered to liaise with Mr Davies. **Action Cllr Harrison**

6.12 Community Emergency Planning

- 6.12.1 *Monthly update* – Nothing to report.

Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

Monthly direct debit to E-On Sports Pavilion Electricity	149.00
Monthly direct debit to E-on Village Hall Electricity	85.00

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Monthly direct debit to E-on Village Hall Gas	114.00
Payment Total	£348.00

7.1.2 On- Line banking payments

Clerk's Salary	640.00
Clerk's Expenses- (<i>photocopying £2.79 , registered post of Audited Accounts £2.06</i>)	4.85
Village Hall Caretaker / Booking Secretary	457.29
Vernon House Caretaker	250.00
Carol Henk – Sports Pavilion cleaning	150.00
Internal Auditor fee – Alan Broadfoot	75.00
Yorkshire Water – Village Hall first quarter	90.84
Ainsty Lawncare – Grass cuts for sports field / strimming of perimeter	680.00
Sports Turf Services – Grass cuts sports field	129.60
Andrew's Garden Services – May invoice lawn cutting	160.00
Andrew's Garden Services – Cut hedges	130.00
Advance Fire – bi-annual inspection of Village Hall	75.00
City of York Council Rates – Vernon House charge for period 12/1/16 to 31/3/16	304.26
City of York Council Rates – Vernon House first monthly instalment	178.60
Savills (UK) Ltd – Glebe Sports Field rent	225.00
<i>Paid Items:</i>	
<i>Backhouse Environmental Services – mole eradication Ferry Lane field</i>	<i>102.65</i>
<i>JRB Tree Surgery – removal of Willow tree from River Ouse</i>	<i>400.00</i>
<i>Sensory Garden Oak Bench – C Godfrey</i>	<i>330.00</i>
<i>Yorkshire Water – Vernon House first quarter</i>	<i>34.79</i>
Payment Total	£4765.88

* No payments referred to Village Hall Management Committee for authorisation.

7.2 Income Receipts

White Rose Football Club – Annual precept	310.00
Bishopthorpe United Football Club – Annual precept	660.00
Bishopthorpe Cricket Club – Annual precept	600.00
National Westminster Bank Interest – April 2016	1.33
Vernon House takings for April	141.50
York Marine Services Limited – Car park rent	1075.00
York Marine Services Limited – Riverbank and slipway rent	895.00
York Marine Services Limited – Field 84 rent	1500.00
Play Group – Spring term rent	1225.00
National Westminster Bank Interest – May 2016	2.02
Income Total	£6407.83

Approval of financial transactions proposed by Cllr. Mrs Green and seconded by Cllr. Mrs Gajewicz.
Carried Unanimously.

8 School Governors

8.1 *Infants School* – Cllr Mrs Gentry reported that, rather exceptionally, places are available for new intake in September. Children living outside the boundary have been excluded because of lighting issues on Sim Balk Lane.

The Travel Group will be lead by parents when the current teacher heading it retires.

8.2 *Junior School* – Cllr. Mrs Green reported that the Scarecrow Festival held over the weekend of 25 / 26 June was a great success with 62 entries. Three routes were marked around the village of varying distance to suit all walking abilities. The Parish Council would like to congratulate the

School for organising a splendid village event.

- 16/94 9 **Parish Council Youth Awards**
9.1 *Committee Report* – Nothing to report.
- 16/95 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 16/96 11 **Sensory Garden**
11.1 *Committee Report* – Nothing to report.
11.2 *Replacement bench* – Cllr. Jemison to collect the new bench from the Clerk. **Action Cllr. Jemison**
- 16/97 12 **Police Liaison**
12.1 *North Yorkshire Police Force* – PCSO Angela Hollywood forwarded the following report:

6th April- Theft of boat cover-River
17th April-Dog Bite, Main Street
18th April-Noise Nuisance, De Grey Place
22nd April-Beech Ave-Theft from Unattended Motor Vehicle , tools stolen from vehicle
22nd April-Keble Drive X2 properties- Theft from Unattended Motor Vehicle Tools stolen from vehicle
22nd April-Main Street- Theft from Unattended Motor Vehicle Tools stolen from Vehicle
25th April-Vernon Close- Theft from Unattended Motor Vehicle Tools stolen from vehicle
28th April-School Lane-Criminal Damage
18th May-Sim Balk Lane-Theft of Cycle
20th May-Acaster Lane-Cold Callers
23rd May-Brunswick(Palace) Damage/theft of tools
1st June- Suspicious-money taken for work not carried out
11th June-Burglary-Acaster Lane- 2x Arrested
20th June-Brunswick (Palace) Theft of tools/damage
- 16/98 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association Update* – Cllr. Harrison
 [A Joint Executive Meeting will be held on the 16th July
 [The Queen’s Award for Voluntary Service has a deadline of 16th September for applications.
13.2 *National Association of Local Councils – Strategic Plan Delivery 2016/17* – Noted.
13.3 *Yorkshire Local Councils Association Spring Training Programme* – emailed 8/6 – Details to be forwarded to Cllr. George. Action Clerk.
13.4 *White Rose Update* – emailed to all 8/6 –Noted.
13.5 *Extraordinary meeting notification – 19th July, Tuesday at the Folk Hall, New Earswick 7pm* – Noted.
- 16/99 14 **Highway Matters**
14.1 *Request for road markings at various bus stops in the village* – No response has been received from Highways – this has been chased.

New 30mph signs and floor markings have been installed at the entrance to the village.

Cllr. Harrison reported that the Parish Council continue to be copied in with correspondence between residents of Middlethorpe and the City Council Highways concerning the recent road traffic incident and their calls for measures to be put in place.
- 16/100 15 **Correspondence**
15.1 City of York not covered elsewhere

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15.1.1 1.1.2 None

15.2 Others

15.2.1 *North Yorkshire Health and Wellbeing Board Newsletter* – Noted.

15.2.2 1.1.1 *Update on proposed new Doctors' Surgery* – as above

 1.1.2

15.2.3 1.1.3 *Email from Mary Wright* – Mrs Wright complained that fireworks were set off at 11.30pm and asked if the Parish Council could take action. Unfortunately the Parish Council had not been advised of the brief firework display and had no knowledge of who let them off.

16/101 16 **Ward Committee**

Cllr. Harrison reported that representatives are sought for the York Central Community Forum.

16/102 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- [Annual cricket / rounder's match. Cllr. Harrison has been contacted by the Chair of the Ebor Players to ask if there is interest in playing a rounder's match in early July. Two Councillors expressed an interest.
- [Cllr Mrs Gentry asked if Highways could be contacted to remove the overgrowing nettles on the brow of Appleton Road Bridge and also on the alley way between School Lane and Vernon Close. **Action Clerk.**
- [Parking on the pavement at school pick up / drop off time continues to cause problems and will be mentioned to PCSO Angela Hollywood by Cllr. Mrs Green
- [Cllr. Harrison wished to congratulate the Link Magazine and Cllr. Mrs Green in particular as Editor. A National Award was made to the magazine at the Westminster Central Hall in London recognising the important part the magazine plays in the local community.

16/103 18 **Date and time of next meeting – Tuesday 26th July 2016, 7pm – at the Village Hall**

Meeting closed at 8.41 pm