

BISHOPTHORPE PARISH COUNCIL

Minutes of the meeting held at the Village Hall on Tuesday 23rd August 2016.

The Chairman opened the meeting at 7.03 pm.

Council Members Present:

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

16/122 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.

16/123 2 **Apologies for absence.** Cllr. Featherstone

16/124 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 declarations of interest were made.

16/125 4 **Minutes of Meeting 26th July 2016**

13.1 Cllr. Harrison inserted the words York Branch to read : "*Cllr. Harrison was elected Vice Chairman of the York Branch of the Yorkshire Local Councils Association at the Annual Meeting held in June*"

Following this change acceptance of the minutes was proposed by Cllr. Mrs Green and seconded by Cllr. Mrs Gajewicz. Carried unanimously by all who attended the meeting.

16/126 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **27 Acaster Lane.** Single storey side / rear extension. 16/01864/FUL. No Objection

5.1. **14 Sim Balk Lane.** Replacement of two timber front dormers and upper side window with UPVC windows. 16/01919/FUL. No Objection

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

5.2.1 **1 Croft Court.** Two storey side and rear extension. 16/00580/FUL. (**Further clarification requested**) Approved

5.2.2 **Lillies Cottage, 10 Copmanthorpe Lane.** Two storey rear extension and alterations to roof of existing single storey rear offshoot. 16/01387/FUL. (**No Objection**) Approved

5.2.3 **39 Beech Avenue.** Single storey front extension and raising of existing roof including the erection of a rear dormer. 16/01340/FUL. (**No Objection**) Approved

5.2.4 **22 Copmanthorpe Lane.** Erection of one dwelling to rear of 22 Copmanthorpe Lane. 16/00912/FUL. (**Cllr. Mellors stated that the Parish Council has always objected to planning application of this nature in the past but in this instance the decision will be left to the City Council**) Refused

5.2.5 **45 Lang Road.** Two storey side extension. 16/01460/FUL. (**No Objection**) Approved

5.2.6 **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**) Refused

5.3 Large Householder Extension Notifications

5.3.1 **14 Coda Avenue.** Erection of summer house to rear (retrospective) 16/01351/FUL. (**No Objection**) – Householder Approval

5.3.2 **43 Lang Road** – Single storey rear extension and insertion of windows to side

elevations as detailed on drawings 16/06/26 and 16/06/24. (**Parish Council not consulted**) – Permitted development.

5.4 Other Planning Matters

5.4.1 *S106 Payments for new developments* – update

5.4.2 **19 Keble Park South.** Two storey side extension. 16/01511/FUL. Amendment to proposal to read: “An error was made in the initial description of the application, which was worded as 'Two Storey Side Extension'. The applicant's agent has now confirmed that the scheme includes a single storey rear extension, which is attached to the two storey side extension”.

Under this heading, Cllr. Mellors informed the meeting that on the 21st September a planning application for the Clock Tower at Terry’s old site on Bishopthorpe Road will be presented for discussion by the developers to the City Council. It is understood that it may propose a change to the original road access proposal and also a change of use for the building.

16/127

6 **Services**

6.1 Village Hall Management Committee

6.1.1 *Management Committee Report* – Cllr. Jemison reported that Britannia Preservation had been called to the Village Hall to provide an estimate for the eradication of areas of damp to the ground floor. The total estimate of the quote is £1396.80 (inc VAT) which includes the following:

- [Removal of skirting boards
- [Removal of salt-contaminated plaster
- [Injection of damp proof course at the base of the affected lower ground walls
- [Application of sealant
- [Supply and fitting of studded membrane, plasterboard and plaster finish skimming
- [Application of sand / cement render
- [Refitting of skirting boards and architraves previously removed.

In connection with this a further quote of £298.84 (net VAT) from Dennis King Electrical Ltd has been received to supply, wire and fix a new socket after making safe the damp-damaged socket in the Main Hall. Additionally, the quote includes replacement of twenty four lamps also in the Main Hall.

Cllr. Jemison proposed acceptance of the quotes. This was seconded by Cllr. Harrison and agreed unanimously.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Nothing to report.

6.2.2 *Bishopthorpe Utd development plans - upgrade of existing facilities* – Two local builders Mark Webster and Simon Skyes have been invited to offer quotes for the proposed work at the Sports Pavilion. Once quotes have been received it may be possible to explore the possibility of a grant application to the Premier League and the Football Association.

6.2.3 *Legionella Test* – The test sample has been submitted for analysis to AquaCert.

6.3 Finance Committee

6.3.1 *Committee report* – No recent meeting.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – Nothing to report.

6.4.2 *Ferry Cottage* – Cllr. Harrison reported that the knot weed has been treated and also a

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temporary fence has been erected by the new owner.

6.5 Youth Support and Children's Recreation

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

During the month Cllr. George circulated a series of photographs to all Councillors showing the extent of the soil erosion on the top of the tunnels. Cllr. Jemison has arranged to meet with Play Scheme (Elvington) on site to discuss this issue and to establish costs of replacement options.

Cllr. Harrison reminded the meeting of an item discussed at the July meeting of the Parish Council where it was disclosed that the City Council has a sum of £295,000 set aside for Play Area grants. Cllr. Harrison offered to investigate submitting an application on behalf of Bishopthorpe Parish Council for a grant for a small see-saw.
Action Cllr Harrison

Cllr. George further reported that a small number of trees / bushes appear to have died at the edge of the park. Cllr. Jemison offered to investigate. **Action Cllr. Jemison**

6.6 Allotments

6.6.1 *Monthly update* – Cllr Mrs Gentry reported that the allotment holders based at the Acaster Lane site recently held a party.

Allotment rents are due on the 1st October. It was agreed that they will be increased and rounded up the nearest pound this year. The last increase was made to the rents in 2011.

Four enquiries have been made recently for details of available plots: these were passed to Cllr Mrs Gentry to contact and place on the waiting lists. **Action Cllr Mrs Gentry**

6.7 Senior Citizens Support

6.7.1 *Monthly update* – Nothing to report.

6.8 Vernon House

6.8.1 *Monthly update* – A meeting is planned for Thursday 15th September at 6.45pm for a six-monthly appraisal of the running of the building since it was taken over by the Parish Council. Clerk to supply the accounting figures to the Chair. **Action Clerk.**

Cllr. Mrs Green reported that the venue is very well used with two days completely booked. The Link Magazine party was recently held there on Sunday 14th August and was attended by in excess of thirty people.

Cllr. Harrison reported that despite chasing the matter no response has been received from the City Council regarding a request to reduce the Business Rates. The Parish Council is very disappointed that the City Council chose to introduce the Business Rate charge immediately following relinquish of ownership. This charge was never discussed in the original negotiations and the Parish Council now appear powerless to appeal it. At an annual charge of over £1,700 this will have a serious impact on running costs going forward and will be discussed at the September meeting with users.

6.9 Web Page Management

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

6.10 Bishopthorpe Library

6.10.1 *Monthly update* – Cllr Mrs Gentry presented a quote to the meeting from Bishopthorpe

Library for the glazing replacement as requested. An amount of £1,123.00 plus VAT has been quoted by a surveyor from the City Council.

Before progressing with the quote, Cllr. Harrison stressed that the Parish Council must establish ownership of the building. Cllr Mrs Gentry was asked to investigate. **Action Cllr Mrs Gentry**

6.11 Environmental, Sustainability and Accessibility Issues

6.11.1 *Monthly update* – Cllr. Mrs Green gave details of a trip to Linton on Ouse to view an Archimedes Screw.

6.11.2 *EA Foss Barrier briefing* – Noted.

6.12 Community Emergency Planning

6.12.1 *Monthly update* – Nothing to report.

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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	149.00
Monthly direct debit to E-on Village Hall Electricity	85.00
Monthly direct debit to E-on Village Hall Gas	114.00
ICO – Annual subscription	35.00

Payment Total

£383.00

7.1.2 **On- Line banking payments**

Clerk's Salary	647.00
Clerk's Expenses- (<i>photocopying £4.41, Stamps £39.60, Ink cartridges £32.95</i>)	76.96
Village Hall Caretaker / Booking Secretary	464.63
Vernon House Caretaker	250.00
Carol Henk – Sports Pavilion cleaning	126.30
Vernon House monthly rates	175.00
Ainsty Landscapes – Cricket field grass cuts	680.00
Sports Turf Services – Grass cuts to Ferry Lane	129.60
Vernon House Letter Box & Envelopes – Cllr. Mrs Green	24.99
Dennis King Electrical Ltd – change of socket in Village Hall	40.80
Yorkshire Water – Sports Pavilion second quarter	72.90
Yorkshire Water – Allotments, Acaster Lane second quarter	6.00
Yorkshire Water – Village Hall second quarter	78.17
Andrew's Garden Services – Play Area grass cuts	320.00

Paid Items:

Yorkshire Local Councils Association – Developing Your Skills as a Councillor	135.00
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Late Additions to payments

Npower – Sensory Garden floor lights	59.84
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Total Payments

£3670.19

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

7.2 Income Receipts

National Westminster – monthly interest	1.59
Vernon House – July takings	195.20

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Village Hall Management Committee – July takings

864.50

Income Total

£1061.29

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

- 16/129 8 **School Governors**
- 8.1 *Infants School* – Reporting from the Governor’s Meeting, Cllr Mrs Gentry confirmed that new intake to the school will be down by over twenty places in September. As a consequence it may be necessary for staffing levels to be re-assessed and for class sizes to be increased.
- 8.2 *Junior School* – Nothing to report.
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- 16/130 9 **Parish Council Youth Awards**
- 9.1 *Committee Report* – Cllr. Harrison asked the Committee to begin preparations for the 2016 award. It was agreed that an article will be placed in Link Magazine to raise the profile of the award. **Action Cllr. Mrs Gajewicz.** As the Schools return it was suggested that the Committee should write to Tadcaster and Fulford School and also contact the clubs in the village. An article on the Parish Council web page together with one on the Facebook page may also be help to raise the profile of the Award. **Action Committee**
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- 16/131 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
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- 16/132 11 **Sensory Garden**
- 11.1 *Committee Report* – Alison Williams has made no contact with the Parish Council regarding mosaic repairs. It can be assumed that she no longer wishes to be involved and the Parish Council must seek repairs elsewhere.
- 11.2 *Replacement bench* – To be installed shortly.
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- 16/133 12 **Police Liaison**
- 12.1 *North Yorkshire Police Force* – No report received from PCSO Angela Hollywood
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- 16/134 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association Update* – Cllr. Harrison reported that the increase in National Association Subscriptions continues to be a debated topic.
- 13.2 *White Rose Update July Edition* – Noted.
- 13.3 *Training event: Developing your skills as a councillor - Monday, 7 November 2016, Holiday Inn, York* – Noted - to be attended by Cllrs Askew, Gentry and George.
- 13.4 *YLCA Annual Conference Scarborough 28 October to 30 October* – Noted – unfortunately the Chairman is unable to attend.
- 13.5 *Countryside Voice magazine* – Information passed to Cllr. Mrs Green for Link Magazine
- 13.6 *North Yorkshire Health and Wellbeing newsletter* – Noted.
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- 16/135 14 **Highway Matters**
- 14.1 None
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- 16/136 15 **Correspondence**

- 15.1 City of York not covered elsewhere
 15.1.1 *Working in Partnership Group meeting* –Noted.
- 15.2 Others
 15.2.1 1.1.1 *Update on proposed new Doctors’ Surgery* – Marcus Collumb, the Old School Medical Practice Manager, confirmed that the ideal solution for the future of General Practice in Bishopthorpe and Copmanthorpe would be to combine all services into a single site surgery. However, he confirmed NO plans had yet been agreed and NO funding had been granted.
 It was confirmed that any future plans would involve a patient consultation as it was recognised that there were concerns about access to any new location.
- 16/137 16 **Ward Committee**
 The Parish Council would like to thank Brunswick Nursery for planting and maintaining the flower tubs and hanging baskets in and around Main Street after receiving funding from the Ward Committee.
- 16/138 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
 [Bishopthorpe History Group contacted the Clerk to report that they have transcribed the minutes up to 1955 and will now be provided with the minutes from 1955 to the end of the 1960’s. **Action Clerk.**
- 16/139 18 **Date and time of next meeting – Tuesday 27th September 2016, 7pm – at the Village Hall**

Meeting closed at 8.20 pm