

BISHOPTHORPE PARISH COUNCIL

Minutes of the meeting held at the Village Hall on Tuesday 22nd November 2016.

The Chairman opened the meeting at 7.05 pm.

Council Members Present:

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

16/176 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.

16/177 2 **Apologies for absence.** Cllr. Jemison, Cllr. Featherstone and Cllr. Mellors

16/178 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. Mrs Conley declared an interest in item number 5.1.1 (Non-adjoining neighbour)

16/179 4 **Minutes of Meeting 25th October 2016**

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

16/180 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **9 The Orchard.** Two storey and single storey rear extensions. 16/02540/FUL. No Objection

5.1.2 **9 Lang Road.** Alterations and extensions to roof to raise eaves height of house, first floor side extension to form side gable, front and rear first floor extensions and single storey rear extension. 16/02616/FUL. Item under discussion by the Planning Committee.

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

5.2.1 **Ousethorpe Cottage, 13 Main Street.** Fell one Cherry Tree, one Yew, one Sycamore; trim branches of Willow away from the bus stop and path- trees in Tree Conservation Area. 16/02098/Tree Conservation Area. (**No Objection**) Approved

5.2.2 **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**) – An appeal has been made against the City Council's Refusal of Permission.

5.2.3 **18 Main Street.** Single storey rear extension. 16/02100/FUL. (**No Objection**) Approved

5.2.4 **The Sycamores, Middlethorpe.** Removal of eight conifer trees and pruning of a sycamore in the Tree Conservation Area. 16/02171/Tree Protection Order. (**Further information has been requested**). Approved

5.3 Large Householder Extension Notifications

5.3.1 None

- 5.4 Other Planning Matters
 5.4.1 *S106 payments* – Nothing to report.

16/181

6

Services6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – At a recent Committee meeting the damp problem was discussed. It is hoped that the damaged electrical sockets will be moved before the Bishopthorpe Panto is staged in early December.

6.2 Sports and Leisure Management Committee

- 6.2.1 *Management Committee Report* – Cllr. Harrison reported issues with the fence surrounding the Sports Pavilion triangle of land: John Gospel has been approached to provide a quote for the work. The Parish Council will pay for one section of the fence but the Play Group will be asked to pay for the remaining two sections: three separate quotes are to be requested.

- 6.2.2 *Bishopthorpe United development plans* – Cllr. Harrison expressed frustration at the lack of interest shown in the plans by the Football Clubs. A decision will be made in the new year whether or not to continue with this project.

- 6.2.3 *Business Rates* – The Chairman confirmed that, as he reported in October, it has been possible to claim back Business Rates relating to the Sports Pavilion since 1st April 2010. (An amount of £14,039.91 will be credited to the Parish Council's Bank Account by the City Council). However going forward, unless a new management structure is developed, full Business Rates will be applied to both Vernon House and the Sports Pavilion.

6.3 Finance Committee

- 6.3.1 *Committee report* – Cllr. Harrison will request financial information from the Clerk to assist in budget calculations for the coming financial year, during December.

- 6.3.2 *Double taxation* – Cllr. Harrison thanked the Clerk for calculating the amount of this claim for the years 2016/17 and also for 2017/18. An amount in excess of £10k will be requested from the City Council for both periods.

6.4 Field 84, Riverside and Footpaths Working Party

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

6.5 Youth Support and Children's Recreation

- 6.5.1 *Monthly inspection update* – Cllr Mrs Gentry reported no issues from the park inspection this month and agreed to continue with the weekly inspection duties until the end of January.

- 6.5.2 *New tunnel roof* – Repairs have been made to the roof by John Gospel who advises that the public should be dissuaded from climbing on the structure until the grass has a chance to grow through the holding plastic guard. Cllr Mrs Gentry offered to place a notice on the gate to this effect. **Action Cllr Mrs Gentry**

6.6 Allotments

- 6.6.1 *Monthly update* – Cllr Mrs Gentry reported that all allotment rents have been paid at Acaster Lane. However three tenants have not responded to any of the three letters sent out by the Clerk requesting rental monies and therefore their Agreements have been terminated. The plots will now be marked as vacant and offered to the next people on the waiting list. **Action Cllr Mrs Gentry**

6.7 Senior Citizens Support and Vernon House

- 6.7.1 *Monthly Report* – Cllr. Mrs Green reported a number of problems with the utilities in Vernon House all of which are being dealt with.

Cllr. George suggested that the building may benefit from the installation of smart

BISHOPTHORPE PARISH COUNCIL

meters. However Cllr. Askew cautioned that if the supplier were to be changed at any point in the future an additional charge for removing the smart meter (relating to the existing supplier) would be applied.

It is now known that the City Council is trying to create a Community Centre Network across the city and have been viewing property in Bishopthorpe to add to their list of available locations. In some community buildings the City Council is prepared to subsidise the installation of wifi. It is hoped that the small office space in Vernon House may prove attractive to City Council staff in the future and may generate an income for the building.

6.7.2 *Vernon House Electricity charges* – A bill for £727.82 has been received from Npower in respect of electricity charges covering the period August to October inclusive. This charge is based on estimates for the building and Cllr. Harrison agreed to contact Npower to give actual readings which should considerably reduce the charge. **Action Cllr Harrison**

6.7.3 *Email from David Peacock: Grass trimming & Road Gutters: Vernon House & Vernon Close* – Mr Peacock has undertaken volunteer work to trim the grass overgrowing the footpaths around Vernon House to improve the appearance of the area. The Parish Council is very grateful to Mr Peacock and wish to thank him for doing this job.

6.8 Web Page Management

6.8.1 *Monthly update* – Cllr. Mrs Conley confirmed that the page is up to date.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – Nothing to report.

6.9.2 *Replacement windows* – As reported in October, The Clerk contacted the City Council to request permission to install new windows, at the Parish Council's expense, to smarten the appearance of the building. The cost to the Parish Council would be £400, using a City Council approved contractor. However, a reply received from City of York Council stated that the Parish Council would have to pay the sum of £500 for their building surveyor to project-manage the work. The Clerk has asked that this charge be waived and a reply is awaited from the Head of the Library network in the city.

6.10 Environmental, Sustainability and Accessibility Issues

6.10.1 *Monthly Report* – Cllr. Mrs Green reported that One Planet York will attend the Bishopthorpe Parish Council Recycling Day which will be held in the Village Hall on Saturday 14th January. On the day Paul McCabe, from One Planet York, will judge a competition by Junior School children to make a work of art from recyclable material.

6.10.2 *New residents' welcome pack* – Nothing to report.

6.10.3 *Environment Agency York Public Exhibition 24-26 November 2016* – Noted.

6.10.4 *York Urban Buzz* – Cllr. Mrs Green suggested that Brunswick Organic Nursery should include pollinators in the hanging baskets around the village to encourage bees.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – An email has been received from the NALC Chief Executive giving details of national developments and meetings. The Clerk was requested to forward this to members of the Bishopthorpe Emergency Planning Committee (Cllr. Jemison, Cllr. Askew and Cllr. Mrs Conley) **Action Clerk.**

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	68.00

Payment Total**£302.00**7.1.2 **On- Line banking payments**

Clerk's Salary	647.00
Clerk's Expenses- (<i>photocopying £2.25, Ink cartridges & paper £55.41, stamps £20.88</i>)	78.54
Village Hall Caretaker / Booking Secretary	459.99
Vernon House Caretaker	256.34
Carol Henk – Sports Pavilion cleaning	150.00
Vernon House monthly rates	175.00
AON – Village Hall annual insurance (£1804.75 November 2015)	1812.86
Sports Turf Services – Ferry Lane grass cuts	129.60
Yorkshire Water – Third Quarter Sports Pavilion	274.82
Yorkshire Water – Third Quarter Allotments Acaster Lane	74.42
Yorkshire Water – Third Quarter Village Hall	62.70
Yorkshire Water – Third Quarter Allotments Appleton Road	58.00
* <i>Npower Electricity – Vernon House 01/08/16 to 31/10/16</i>	727.82
Yorkshire Water – Third Quarter Vernon House	21.08

Paid Items:

<i>Smiths Gore – Cricket field rent</i>	150.00
---	--------

Late Additions to payments

Ainsty Landscapes – Acaster Lane hedge trim as requested by Cllr. Harrison	353.00
Npower – Sensory Garden ground floor lights	62.94

Payment Total**£5494.11****Total Payments****£5796.11*** *Npower Electricity to be disputed by Cllr. Harrison*7.2 **Income Receipts**

Three late allotment rents: Latimer, Kennedy and Hill	44.00
Village Hall takings for October	1009.00
Vernon House October takings	161.90

Income Total**£1214.90**

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

16/183

8

School Governors

- 8.1 *Infants School* – Cllr Mrs Gentry reported that Miss Langley, the Head Teacher of the Infant School, was upset to have received a letter from the Parish Council in connection with litter around the school allegedly dropped by the children. The letter was sent in response to a request by Cllr. Mrs Green acting on behalf of the volunteer litter pickers in the village who reported litter problems around both schools.
- 8.2 *Junior School* – Cllr. Mrs Green reported that villagers, without children, are invited to the

compliance were discussed and the Clerk was requested to forward a copy of the Standing Orders adopted by the Parish Council together with a copy of the Code of Conduct to Cllr. George and Cllr Mrs Gentry. **Action Clerk.**

- [Cllr. George, as new Councillor, commented that it would be good to draw the attention of the village to the amount of unpaid, volunteer work undertaken by the Parish Council. Cllr. Mrs Green requested that Cllr. George create an article to place in Link Magazine. **Action Cllr. George**
- [Cllr. Harrison confirmed to Cllr Mrs Gentry that any item appearing in this section of the minutes (AOB) will be carried forward to the following meeting if it (a) requires further discussion or (b) involves any financial decision.
- [Cllr. Mrs Green reminded the meeting that the Bishopthorpe Recycling Day will be held in the Village Hall on Saturday 14th January and requested the help of all Councillors to make the day a success.
- [Cllr. George reported that he is dismayed by the lack of social skills employed by a number of York College students shopping in Tesco at lunch time. Cllr. George was advised to tackle the individual as this is not thought to be a college-wide problem and not one that the Parish Council will pursue.
- [Cllr. George asked if the leaf-clearing rota employed by the City Council was selective but it transpired that it is in response to villager requests.
- [Cllr. George enquired about the dissemination of Parish Council information. Cllr. Harrison replied that some information is included within his article in the monthly Link magazine and full copies of the minutes are made available on Face Book and Bish.net with paper copies placed monthly in the library

16/193 18 **Date and time of next meeting – Tuesday 17th January 2017, 7pm – at the Village Hall**

Meeting closed at 8.51 pm