

BISHOPTHORPE PARISH COUNCIL

Minutes of the meeting held at the Village Hall on Tuesday 28th February 2017.

The Chairman opened the meeting at 7.00 pm.

The Chairman, Cllr. Harrison, declared a personal interest in Little Green Rascals because his daughter is employed at their Tadcaster Road Nursery.

The Chairman expected representatives from the Village Playgroup to be at the meeting to discuss their issues with Little Green Rascals taking over the Old School site from Bish Street Kids. He therefore invited Vanessa Warn to attend the meeting as spokesperson for Little Green Rascals Nursery.

As there were no Village Playgroup representatives at the meeting Mrs Warn was asked to outline the proposals for Little Green Rascals Nursery and she explained that they will be taking over the running of child care provision from Bish Street Kids and will be operating out of the Old School on Appleton Road. Currently they are refurbishing a number of rooms in which a team of eight staff will be employed to offer before and after – school clubs for local children. At the moment there is no plan to create 9am to 3pm childcare but in the long-term this provision will be considered. Mrs Warn explained that this opportunity had arisen for Little Green Rascals Nursery following an approach from Reverend Malcolm Macnaughton, a Trustee of the Old School, after the closure of Bish Street Kids in December 2016.

Cllr. Mrs Green voiced concerns regarding traffic issues (on the busy Appleton Road / School Lane junction) and asked where parents will park when dropping off (or collecting) their children. In reply Mrs Warn stated that parents will be instructed to drive around the back of the building to the large tarmac area and avoid parking on the road.

It is hoped that up to fifty children will attend the morning and evening sessions initially. Should Little Green Rascals Nursery decided to extend sessions to daytime provisions, discussions will be held with Play Group who operate a similar provision of childcare to ensure that both groups can work together in harmony. Mrs Warn stated that demand for childcare is exceptionally high and that even if both Little Green Rascals Nursery and Play Group offered the same service, demand would outstrip supply of places.

Cllr. Askew confirmed that the Scouts would remain unaffected by the change to the Old School building.

Cllr. Harrison thanked Mrs Warn for attending the meeting and for the information.

Mrs Warn left the meeting at 7.16pm

The Parish Council meeting commenced at 7.17pm.

Council Members Present:

Cllr. Harrison (Chairman), Cllr. Mrs Gajewicz, Cllr. Mrs Green, Cllr. Askew and Cllr. George, Cllr. Mellors, Cllr. Jemison and Cllr Mrs Gentry (Cllr Mrs Gentry until 7.21pm)

17/19 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.

17/20 2 **Apologies for absence.**

Cllr. Featherstone and Cllr. Mrs Conley

17/21 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 declared a personal interest in Little

Green Rascals Nursery.

17/22 4 Minutes of Meeting **17th January 2017**

The minutes were proposed by Cllr. Mellors and seconded by Cllr. Jemison. Carried unanimously by all who attended the meeting.

17/23 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

- 5.1.1 **Ivy Dene Cottage, 14 Main Street.** Reduce Maple tree in Tree Conservation Area. 17/010119/Tree Conservation Area. No Objection
- 5.1.2 **14 Sim Balk Lane.** Replacement window and velux window. 16/02918/FUL. No Objection
- 5.1.3 **31 Maclagan Road.** Single storey side extension and bay window to front. 17/00092/FUL. No Objection
- 5.1.4 **84 Montague Road.** Erection of dwelling to side. 16/02861/FUL – Amendments: Height of the proposal needs to be reduced and removal of dormer windows. Objection.
- 5.1.5 **6 Copmanthorpe Lane.** Single storey rear extension. 17/000003/FUL No Objection

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

- 5.2.1 **35 Lamplugh Crescent.** Two storey side and single storey rear extensions. 16/02674/FUL. (*Site visit requested from the Planning Officer to check water issues*) Approved
- 5.2.2 **9 The Orchard.** Two storey and single storey rear extensions (revised scheme) 16/02540/FUL. (*No Objection – Comments made regarding dimensions of plans*) Approved
- 5.2.3 **10 Newlands Road.** Internal and external works including erection of a single storey side and rear extension and alterations to internal layout including removal of internal stack and formation of toilet space to first floor. 16/02838TPO. (*No Objection*) Approved
- 5.2.4 **Ivy Dene Cottage, 14 Main Street.** Reduce Maple tree in Tree Conservation Area. 17/010119/Tree Conservation Area (*above 5.1.1*) Approved
- 5.2.5 **Oxclose Farm, 62 Copmanthorpe Lane.** Dormer window with balcony to rear. 16/02877/FUL. (*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. George reported that the householder of 43 Copmanthorpe Lane has left bare branches of a Laylandii tree overhanging the pavement which, in Cllr. George's opinion, could pose a danger to a falling child/adult. It is unclear if the work is yet to be completed and Cllr. George will keep a watch on the matter.

17/24 6 **Services**

6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – Cllr. Jemison reported the following issues:
 - [The entrance hall is showing some damp patches. Britannia Damp Proof specialists have been called out to assess the problem.
 - [Angela Darley (Badminton Club) raised personal issues with the hall lighting and requested a change of colour to the back wall.
 - [The handle on the door of the fridge has fallen off and the fridge is showing signs of wear and tear. Prices for a replacement fridge are being sought.
 - [The whole interior of the Village Hall may need redecoration this summer. Quotes are being gathered.
 - [The floor needs re-polishing. This work must be undertaken after redecoration.
 - [A joint collaboration is to be undertaken between the Ebor Players and Bishopthorpe Camera Club to mount a photographic display on new boards in

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the entrance hall.

[The Ebor Players are performing the play Up Pompeii in May 2017.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr. Mrs Gajewicz reported that an email has been received from Play Group requesting a contribution from the Parish Council towards the cost of replacing the damaged chicken wire barrier between the play area and the field.

Following a discussion amongst Councillors, it was agreed that the Parish Council is not prepared to contribute to this as it is deemed the responsibility of Play Group and would not be necessary if Playgroup did not use the Sport Pavilion. Cllr. Mrs Gajewicz was requested to contact the Group to relay this decision and to also remind them that the Parish Council has just paid an invoice of £650 for a replacement fence in the play area without requesting a contribution from them. Cllr. Mrs Gajewicz was asked to emphasise that further fencing work in the future may be their responsibility.

Action Cllr. Mrs Gajewicz

6.2.2 *Bishopthorpe United development plans* – It is understood that Cllr. Featherstone is searching for quotes from companies outside the village to undertake the work following a lack of interest from local builders.

6.3 Finance Committee

6.3.1 *Committee report* – Cllr. Harrison confirmed that a payment of £7,223.95 has been received in payment of Double Taxation. Additionally a rebate of £14,039.91 was received in January relating to a rebate from the City Council of business rates for the Sports Pavilion. Going forward full business rates will be requested for the Sports Pavilion and Vernon House. Cllr. Harrison offered to investigate a possible reduction for these buildings based on 'Community Places' eligibility.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – The riverbank area is becoming untidy and it was suggested that the Ward Councillor may be able to request the intervention of the City Council.
Matter referred to Cllr. John Galvin

Questions were raised concerning planning issues in relation to caravans on the York Marina Site: whether they were touring or residential. It was agreed that they should all be touring caravans but a close watch will be kept on the area going forward.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly park inspection update* – Cllr. Askew reported a couple of small issues from the park inspection this month and passed the inspection kit to Cllr. Mrs Green for the month going forward.

Cllr. Harrison confirmed that the Annual Inspection was undertaken by Playdale inspectors on the 3rd February. There are no major recommendations apart from a quotation supplied by the company to replace the cushion fall (£1,800.00) and the aerial runway carpet along with other issues at cost of £1,750.00 a total price of £3,550.00. It was agreed that the cushion fall does not need replacement only regular raking which is undertaken at each weekly inspection by the Councillors. However, the Clerk was requested to contact the company to obtain a breakdown of the second part of the quote in connection with the aerial runway carpet etc. **Action Clerk.**

6.6 Allotments

6.6.1 *Monthly update* – Nothing to report.

6.6.2 *Update on three vacant plots at Appleton Road site* – Cllr Mrs Gentry reported that this matter is in hand and it is hoped that the plots will be let before the onset of Spring.

6.6.3 *Email from Sarah Atkinson, St Leonard's Hospice* – Cllr Mrs Gentry confirmed that posters have been displayed at both sites asking plot holders to donate plants to St

Leonard's Hospice.

6.7 Senior Citizens Support and Vernon House

6.7.1 *Monthly Report* – The AGM will be held on Thursday 23rd March at 7.30pm. Cllr. Mrs Green reported that different groups are running meetings in Vernon House on a more regular basis although stretch session numbers have fallen. The price increased to £1 per person, per meeting has been implemented from the start of the year.

Cllr. Harrison reported receiving a letter from Loretta Earl who expressed disappointment that the piano had been disposed of as it was given as a gift to Vernon House for the benefit of the community. Cllr. Harrison explained that a notice was placed prominently on the piano for a number of weeks, prior to its disposal, clearly stating the intention of the Parish Council and no-one during that period made contact.

Cllr. Harrison reported that a bill from Npower has been received for the sum of £844.92 covering the period 1st November 2016 to 24th January 2017. Should this level of energy consumption continue the cost to the Parish Council of heating Vernon House will be around £178 per month. Cllr. Mrs Green explained that there is some confusion regarding the number of meters in the building and what they are individually connected to. Richard Williams Electrics will be called in to investigate. **Action Cllr. Mrs Green.** It was agreed that the bill for £844.92 must be paid. **Action Clerk.**

6.8 Web Page Management

6.8.1 *Monthly update* – The page is up to date.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – An email has been received from the Library Manager praising and thanking the Parish Council for replacing the windows.

6.10 Environmental, Sustainability and Accessibility Issues

6.10.1 *Monthly Report* – Cllr. Mrs Green reported that the last meeting of the Environment Forum was attended by the CEO from the City Council and the Lord Mayor of York. A large part of the meeting was taken up by discussion of planning issues concerning the area around Clifford's Tower.

6.10.2 *Email from Nigel Nicholson – Frack free York.* The email was read to the meeting by Cllr. Harrison and it was agreed that individuals may reply but no official response will be made by Bishopthorpe Parish Council.

6.10.3 *Strategic Transport Workshops* – Cllr. Harrison attended a meeting on the 1st February which discussed the impact of HS2 on Yorkshire.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.11.2 *Community Response Plan – ref Cllr. Mrs Green* – The Clerk was requested to circulate the email to all Councillors for information. **Action Clerk.**

17/25

7

Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

Amounts paid

Monthly direct debit to E-On Sports Pavilion Electricity	63.00
Monthly direct debit to E-on Village Hall Electricity	85.00
Monthly direct debit to E-on Village Hall Gas	68.00
Bishopthorpe Junior School – grant towards reflection area (sec 106)	500.00
Payment Total	£716.00

7.1.2 **On- Line banking payments**

Amounts paid

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Clerk's Salary	647.00
Clerk's Expenses- (<i>Youth Award Catering £17.18</i>)	17.18
Village Hall Caretaker / Booking Secretary	465.50
Vernon House Caretaker	250.00
Carol Henk – Sports Pavilion cleaning	150.00
Cllr. Harrison – Ink replacement cartridge	22.99
Around The Clock Glazing – Library window replacements	480.00
Playdale Annual Inspection fee	234.00
Npower – Sensory Garden ground floor lights	86.15
John Gospel – New fence posts Sports Pavilion	650.00
Npower Vernon House – 1/11/16 to 24/1/17	844.92
Yorkshire Water – Allotments Appleton Road	36.38
Yorkshire Water – Allotments Acaster Lane	45.13
Yorkshire Water – Village Hall	66.30
Yorkshire Water – Sports Pavilion	223.17
Yorkshire Water – Vernon House	16.95
Payment Total	£4235.67
Total Payments	£4951.67

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

7.2 Income Receipts

National Savings Account – Annual Interest Capitalisation	50.22
Double taxation claim – 2016	7223.95
Vernon House – January takings	285.00
Village Hall – January takings	2548.65

Income Total

£10,107.82

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

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School Governors

8.1 *Infants School* – Cllr Mrs Gentry reported that she has become a Community Governor at the School.

8.2 *Junior School* – Cllr. Harrison attended the Travel Action Group Meeting on the 27th January which discussed 'No Car Day'. The School's banner was destroyed in recent high winds and Cllr. Harrison encouraged them to approach the Parish Council for a donation towards a replacement.

Cllr. Mrs Green confirmed that the Gardening Club will shortly recommence with a visit to Brunswick Organic Nursery to start the season.

Cllr. Harrison asked the Clerk to contact the Focus School on Bishopthorpe Road to chase a reply to a letter send on the 18th January 2017 and a previous one sent in March 2016 concerning the dangerous driving of their mini-buses. **Action Clerk.**

17/27 9

Parish Council Youth Awards

9.1 *Committee Report* – Nothing to report.

17/28 10

Pinfold

10.1 *Committee Report* – Nothing to report.

17/29 11

Sensory Garden

11.1 *Committee Report* – Cllr. Jemison offered to repair the broken lock on the gate.

17/30 12

Police Liaison

12.1 *North Yorkshire Police Force* – The following report was received from PCSO Angela Hollywood:

28th Jan –ASB personal- Vernon Close- neighbour dispute
 30th Jan – Suspicious- Sim Balk Lane- vehicle on fire
 7th Feb – ASB Personal- Vernon Close- Neighbour Dispute
 13th Feb – ASB Personal- Maple Ave- Neighbour Dispute
 17th Feb- Theft- Acaster Lane- Theft of cycle
 19th Feb- ASB Nuisance- Keble Park North- Mini Motors on the cycle path
 20th Feb- ASB Personal- Vernon Close- Neighbour Dispute
 22nd Feb - ASB Nuisance- Appleton Road-Noisy mopeds
 24th Feb- ASB Nuisance- Sim Balk Lane- Kids messing about in the burnt out vehicle

(A S B- Anti Social Behaviour)

- 17/31 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association Update* – Cllr. Harrison attended a meeting on the 2nd February which discussed the following items:
- [Double Taxation
 [Governing Body number reduction in North Yorkshire.
- 13.2 *Joint Executive Board papers – emailed to all 25/1* – Noted.
- 13.3 *Allotment Training Events – Thursday 23rd and Friday 24th February* – Cllr Mrs Gentry was unable to attend
- 13.4 *Result of Ballot Process for new Parish Representative* – Noted.
- 17/32 14 **Highway Matters**
- 14.1 *Email from Louise Lawrence* – Mrs Lawrence wished to raise matters concerning lighting, access and road safety on an un-adopted road in Bishopthorpe. **Matter referred to Cllr. John Galvin. Action Clerk.**
- Cllr. Jemison was thanked for making repairs to the Parish Council bench at the top of Acaster Lane.
- Cllr. Mellors commented that a new waste / dog-waste bin has been installed on Church Lane.
- 17/33 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 *Volunteering as a Health Ambassador – email from Liam Dennis* – Noted.
- 15.1.2 *Email Engaging Lunch time: Health watch York, Friday 3rd February, Snow Meeting Room, West Offices* – Noted.
- 15.1.3 *Burial Ground Survey* – The Clerk and St Andrew’s Church have jointly completed a survey on Burial Ground provision in the village.
- 15.2 Others
- 15.2.1 *Julian Sturdy* – Cllr. Harrison attended a meeting on the 26th January with Julian Sturdy MP to discuss flooding issues with particular prominence placed on plans for the village.
- 17/34 16 **Ward Committee**
- A number of fruit trees have been planted in various locations around the village by Brunswick Organic Nursery funded by the Ward Committee.
- 17/35 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- [Cllr. Askew raised concerns regarding the long-term existence of a Doctor’s Practice in the village. Cllr. Harrison offered to investigate rumours. **Action Cllr Harrison**

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17/36 18 **Date and time of next meeting – Tuesday 28th March 2017, 7pm – at the Village Hall**

Meeting closed at 9.07 pm