

BISHOPTHORPE PARISH COUNCIL

Minutes of the meeting held at the Village Hall on Tuesday 25th April 2017.

The Chairman opened the meeting at 7.00 pm.

Telefónica UK Ltd and Vodafone Ltd contacted the Parish Council outlining their intention to install a twenty-one metre high transmitting pole within the grounds of the pumping station on Sim Balk Lane. This site has been preferred over numerous other sites in the village and will be put forward for consultation before being submitted as a formal planning application. Planning and Community Specialist, Eamon Hansberry, and Simon Martyn representing CTIL, Telefónica UK Ltd and Vodafone Ltd were invited to the meeting to discuss the matter.

Cllr. Harrison questioned the height of the transmitter – at twenty-one metres this will be three times higher than the telegraph pole currently at this location and will be a visual distraction at one of the main entrances to the village.

Mr Hansberry explained that improved coverage in Bishopthorpe is needed for 4G technology. At the moment, coverage in the village comes in the form of both 2G and 3G which is transmitted from the telecommunications pole disguised as a flag pole at the top of the tower of St Andrew's Church. However, to upgrade to 4G, the pole width needs to increase to support three dish-shaped transmitters. This would not be a practical installation on the church tower, hence the search for a new location. The problem with 4G is that it is not currently capable of travelling great distances and to ensure maximum coverage the transmitting dishes need no physical barriers, such as trees, buildings etc, in front of them. The Pumping Station on Sim Balk Lane has initially been chosen as it is out of the village centre and the pole itself could be placed behind a tree screen to cover it. However, the transmitting dishes must be higher than the canopy, hence the overall height of twenty-one metres.

Cllr. Jemison suggested that to reduce the height it may be better to bring the pole to the 'village-side' of the chosen place however acknowledging that there may be a bigger visual impact as the pole itself will then be visible.

Mr Hansberry stated that a normal installation would be in the region of fifteen metres high but due to the location suggested on Sim Balk Lane this one would have to be twenty-one metres.

A long debate then ensued about the best location for new pole and it became clear that Mr Hansberry and Mr Martyn were not very familiar with the village. A number of sites that had been discarded by the Company are owned by the Parish Council and no approach has been received to say that they were under consideration. To best move the matter forward, Cllr. Harrison suggested that a site meeting should be held with both Mr Hansberry and Mr Martyn together with a number of Parish Councillors who will be able to walk around the village to discuss the best options available. If the new pole is located to the south of Bishopthorpe 4G transmissions may be picked up in Acaster Malbis and this consideration will be taken in to account when discussing possible locations.

Mr Hansberry thanked the Parish Council for the opportunity to attend the meeting to discuss the matter and promised to get in touch with the Clerk to suggest a number of available dates to arrange the meeting with the Councillors.

Mr Hansberry and Mr Martyn left the meeting at 7.39pm.

The Annual Parish Meeting of Bishopthorpe Parish Council commenced at 7.41pm.

The meeting of the Parish Council commenced at 7.53pm

Council Members Present:

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

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.

17/56 2 **Apologies for absence.**

Cllr. Mrs Conley

17/57 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. Jemison items 5.1.2 and 5.1.3

17/58 4 **Minutes of Meeting 28th March 2017**

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

17/59 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

- 5.1.1 **71 Lamplugh Crescent.** Single storey side and rear extension. 17/00493/FUL. No Objection
- 5.1.2 **Signarts, Unit 5 Home Farm Buildings, 81 Main Street.** Change of use of stable block to florists shop with associated training courses (retrospective). 17/00721/FUL. No Objection
- 5.1.3 **The Sewing Room, Home Farm Buildings, 81 Main Street.** Change of use of building to sewing room (use class B1) (retrospective) 17/00723/FUL. No Objection
- 5.1.4 **The Rosary, 4 Myrtle Avenue.** Two storey side extension. 17/00720/FUL. No Objection
- 5.1.5 **38 Bridge Road.** Alterations to existing car port to infill space together with associated external alterations and dormer to rear. 17/00778/FUL. No Objection
- 5.1.6 **38 Keble Park North.** Single storey front and side extension (revise scheme) 17/00863/FUL. No Objection
- 5.1.7 **3 Beech Avenue.** Erection of two, two-storey dwellings following the demolition of existing dwelling. 17/00817/FUL. Objection.
- 5.1.8 **25 Maple Avenue.** Two storey side extension and brick cladding to external walls. 17/00866/FUL. No Objection

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

- 5.2.1 **Fellholme, 6 Copmanthorpe Lane.** Single storey rear extension. 17/00003/FUL. Application withdrawn.
- 5.2.2 **14 Sim Balk Lane.** Replacement window and velux window. 16/02918/FUL. (**No Objection**) Approved

5.3 Large Householder Extension Notifications

- 5.3.1 **31 Maclagan Road.** Single storey side extension and bay window to front. 17/00092/FUL. Approved
- 5.3.2 **18 Newlands Road.** Single storey rear extension. 17/00410/FUL

5.4 Other Planning Matters

- 5.4.1 *S106 payments* – Nothing to report.
- 5.4.2 *Email from Tony and Bianca Lofthus* –The new owners of Ferry Cottage sent an email

BISHOPTHORPE PARISH COUNCIL

to the Parish Council to update their current situation as follows:

- [City of York Council did not approve their first draft design for a new house on the site of Ferry Lane Cottage. Their ideas are now being re-drafted.
- [Knotweed removal is well underway.
- [The owners would like to arrange a meeting with the Parish Council to discuss the possibility of entering in to a new lease regarding land to the East of the cottage.

Cllr. Harrison agreed to contact Mr Lofthus to invite him and his wife to the next Parish Council meeting in May. **Action Cllr Harrison**

Under this heading Cllr. Jemison asked the Clerk to contact the Planning Enforcement Officer to report that an over-bright light has been attached to the ATM outside the Post Office. **Action Clerk.**

17/60

6 Services

6.1 Village Hall Management Committee

6.1.1 *Management Committee Report* – Cllr. Jemison confirmed that the Village Hall will be closed for the period of two weeks from 14th to 28th August to allow for internal decoration.

The Massie family have contacted Cllr. Jemison to request permission to borrow twenty chairs for a family party. Cllr. Harrison granted this.

Cllr. Harrison reported that the caretaker had informed him that the double-doors leading in to the hall are very stiff and may need replacing as they are very old. Cllr. Jemison will ask a carpenter to look at them. **Action Cllr. Jemison**

6.1.2 *Replacement fridge* – Nothing to report.

6.1.3 *Floor re-polishing quotes* – Nothing to report.

6.1.4 *Aire Valley Lift Services* – The lift was serviced on Monday 24th April.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr. Featherstone reported that guttering has broken on the pavilion. Mark Webster will be asked to repair it. **Action Cllr. Featherstone**

Cllr. Harrison noted that the Cricket Field lease expires in April 2018 and prompted the Clerk to write to the Church Commissioners for renewal. **Action Clerk.**

6.2.2 *Bishopthorpe United development plans* – Nothing to report.

6.3 Finance Committee

6.3.1 *Committee report* – Nothing to report.

6.3.2 *Internal Audit* – The Clerk has completed the draft audit and the files have been passed to the Internal Auditor for inspection.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Working party report* – Cllr. John Galvin contacted the Clerk to confirm that the City Council Enforcement Officer has looked at the moorings and has raised an order against one of them.

6.5 Youth Support and Children's Recreation

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

6.5.2 1.1.1 *Email from Tim Smith regarding large wooden logs* – Mr

Smith drew the Parish Council's attention to broken / damaged wooden logs in the park which may cause a hazard. It was agreed that these will be permanently removed. Cllr. Askew will investigate a replacement piece of equipment from Play Dale.

- 6.6 Allotments
- 6.6.1 *Monthly update* – Nothing to report.
- 6.6.2 *Non payment of new rental request – Tanya Lyons* – Cllr Mrs Gentry agreed to chase Mrs Lyons for payment of the new rental amount and for return of the agreement.
- 6.7 Senior Citizens Support and Vernon House
- 6.7.1 *Monthly Report*– Cllr. Mrs Green asked the Clerk to order an HSE A2 poster for Vernon House. It was agreed that two more should be ordered for the Village Hall the Sports Pavilion. **Action Clerk.**
- 6.7.2 *Advance Fire Services – recommendation to install 1 x 2kg CO2 Fire Extinguisher (kitchen) together with Fire Extinguisher Identification signs – update Cllr. Mrs Green.* Clerk to arrange a new extinguisher and one sign as per recommendation and to also ask for a quote for the smoke detection apparatus. **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* – Nothing to report.
- 6.10 Environmental, Sustainability and Accessibility Issues
- 6.10.1 *Monthly Report* – Cllr. Mrs Green reported that York has been declared the first 'Human Rights' City in the UK.
- 6.11 Community Emergency Planning
- 6.11.1 *Monthly update* – Nothing to report.

17/61 7

Financial Transactions

7.1	<u>Payments to approve</u>	
7.1.1	Cheque / Direct Debit payments	
	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
	PWLB – Bi-annual Play Area repayments	1818.32
	Payment Total	£2034.32
7.1.2	On- Line banking payments	
	Amounts paid	
	Clerk's Salary	654.00
	Clerk's Expenses- (<i>Quarterly phone call charge £1.43, Norton Antivirus Clerk's Computer £49.99</i>)	51.42
	Aol connection charge quarterly fee	44.62
	Village Hall Caretaker / Booking Secretary	469.49
	Vernon House Caretaker	254.25
	Sports Turf Services	67.20
	Ainsty Internal Drainage – Agricultural drainage rates	1.39
	York Environment Forum – Annual fees	10.00
	Bishopthorpe Junior School – Donation towards purchase of banners	80.00
	York Bus Forum Annual fees	10.00
	City of York Council – Waste Collection Village Hall	52.00

BISHOPTHORPE PARISH COUNCIL

City of York Council – Waste Collection Sports Pavilion	56.81
Npower – Electricity charge Vernon House: 25 Jan to 31 March 2017	766.96
Carol Henk – Sports Pavilion cleaning	120.00

Total	£2638.14
-------	----------

Total Payments	£4672.46
-----------------------	-----------------

7.2	<u>Income Receipts</u>		
	Village Hall Management Committee March takings for Village Hall		726.30
	Vernon House March takings		313.50
	Paul Cox – new allotment rent		8.00
	Kasia Scott – returned cheque for Village Hall booking		-157.50
	Income Total		£890.30

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

- | | | | |
|-------|------|---|--|
| 17/62 | 8 | School Governors | |
| | 8.1 | <i>Infants School</i> – Cllr Mrs Gentry reported that the School is interviewing prospective new Head Teachers. | |
| | 8.2 | <i>Junior School</i> – Cllr. Mrs Green reported that the Gardening Club is up and running. | |
| | 8.3 | <i>Letter from Joseph Harrison</i> – Cllr. Harrison read out a letter from a pupil of the Junior School thanking the Parish Council for their contribution towards a new reflection area. | |
| 17/63 | 9 | Parish Council Youth Awards | |
| | 9.1 | <i>Committee Report</i> – Nothing to report. | |
| 17/64 | 10 | Pinfold | |
| | 10.1 | <i>Committee Report</i> – Nothing to report. | |
| 17/65 | 11 | Sensory Garden | |
| | 11.1 | <i>Committee Report</i> – Nothing to report. | |
| 17/66 | 12 | Police Liaison | |
| | 12.1 | <i>North Yorkshire Police Force</i> – No report. | |
| | 12.2 | <i>Email from Acaster Malbis Parish Clerk - Anti-social behaviour at Acaster / Naburn Swing Bridge Sunday 9 April 2017</i> – Noted. | |
| 17/67 | 13 | Local Council Association | |
| | 13.1 | <i>Yorkshire Local Councils Association –Update</i> – Cllr. Harrison reported that numbers of representatives are falling in the Yorkshire Area. With the Parish Council’s backing Cllr. Harrison would like to stand for one of the remaining places. It was agreed the Cllr. Harrison will receive the full backing of Bishopthorpe Parish Council. | |
| | 13.2 | <i>Field Work Magazine</i> – Information passed to Cllr. Mrs Green for Link Magazine | |
| | 13.3 | <i>Country side voice magazine</i> – Information passed to Cllr. Mrs Green for Link Magazine | |
| 17/68 | 14 | Highway Matters | |
| | 14.1 | None | |
| 17/69 | 15 | Correspondence | |
| | 15.1 | <u>City of York not covered elsewhere</u> | |

15.1.1 1.1.1 *Letter from Rt Hon John Bercow MP* – Noted.
 15.1.2 *Letter from Julian Sturdy MP* – Noted.

15.2 Others
 15.2.1 None

17/70 16 **Ward Committee**

Nothing to report.

17/71 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- [Cllr. Harrison agreed to organise the route for this year's Beating the Bounds which will be held on the evening of May 9th. Details to follow.
- [Cllr Mrs Gentry reported that dogs are being exercised on Ferry Lane Field. All the notices put up by the Parish Council prohibiting this have been ripped down by vandals. It was therefore agreed that new metal signs will be commissioned and bolted in to place **Action Cllr. Askew**. In addition cattle type grids may be the way forward at the main entrances to the field to make it difficult for dogs to get on the field. Notices prohibiting exercising dogs will then be displayed at these entrances to reinforce the message. Cllr. Jemison will make enquiries in to the cost of the installation of three new cattle type grids. **Action Cllr. Jemison**
- [Cllr Mrs Gentry raised the issue of the sale of a new build house on Maple Avenue which is being advertised as a four-bedroom house. This is actually a three-bedroom house with the fourth space specifically designated under planning consent as a plant room. The Chief Planning Officer has been contacted by Cllr. Mrs Conley to raise the issue and to ask him to investigate. Cllr. Mellors agreed to draft a second letter which will be sent via the Clerk. **Action Cllr. Mellors**

17/72 18 **Date and time of next meeting – Tuesday 23rd May 2017, 7pm – at the Village Hall – This meeting will include the Annual Meeting.**

Meeting closed at 9.03 pm