

Minutes of the meeting held at the Vernon House on Tuesday 28th November 2017.

The Chairman opened the meeting at 7.00 pm.

Five members of the public were present.

Mrs Baldock of School Lane opened the meeting by thanking the Parish Council for their recent involvement in the parking issue on School Lane (October 2017 minutes). Mrs Baldock reported that the problem had lessened for which she, and many other residents of the Lane, are grateful.

Mrs Baldock left the meeting at 7.05pm.

Mr Featherstone of Copmanthorpe Lane and Mr Wong of Sim Balk Lane thanked the Chairman for his invitation to the meeting to discuss the proposed new plans for White Rose football. Mr Wong explained the White Rose Football Club has been in discussion with City of York Council and the Football Association to build a new home facility and pitches on land off Sim Balk Lane. The project is due to commence in 2018 and be completed by 2019.

The Club started with nineteen players in 1999 and has grown to accommodate over four hundred players in 2017 (mainly residents of Bishopthorpe), which Mr Wong explained is beginning to put their current facilities under pressure. A variety of girls, boys, mixed and disability teams play weekly attracting youngsters in the age range of four to nineteen. In recognition of the Club's contribution to the sport, Mr Wong reported that they were named as the Yorkshire and North East Region FA Charter Standard Club of the Year 2017.

In order to continue growing as a Club and be a provider of top-class facilities, Mr Wong explained that they now have the opportunity to own purpose built pitches and a clubhouse on a site off Sim Balk Lane. In order to trigger the grant from the Football Association and the City Council, White Rose must show their commitment to the project by raising £80,000. Their aim is to raise £40,000 by March 2018 and the remaining £40,000 by September 2018. To that end, a series of fundraising events and grant applications are now planned. Mr Featherstone also emphasised that this new facility will in no way impact on the reliance of Ferry Lane sports facilities but will simply allow the Club to expand to accommodate increasing numbers.

In reply to Cllr. Harrison's question about access to the site, Mr Wong confirmed that the City Council will work with Askham Bar Park and Ride to allow players to park and walk safely using the underpass to the new facility. In addition they are looking to widening the footpath and installing improved lighting around the area. Emergency access will be alongside the petrol station.

Cllr. Harrison thanked Mr Featherstone and Mr Wong for the update and confirmed that the Parish Council will support their project as it will greatly encourage village children to participate in sport.

Mr Wong and Mr Featherstone left the meeting at 7.16pm.

Mrs Christian of Copmanthorpe Lane addressed the meeting to propose the creation of a new orchard on land behind Ferry Cottage on the playing field. Tentative enquiries have been made to the Heritage Lottery Fund, who award grants in the region of £3,000 to £10,000. Mrs Christian explained that the application would have to come from the land owner, or in this instance the Parish Council who lease the land from the Church Commissioners.

Mrs Christian thought this may be the ideal opportunity to involve various village groups in the project and will invite Play Group, the Scouts and Beavers and also Edible York to help. A grant may also include provision for fencing.

Cllr. Harrison thanked Mrs Christian for bringing the proposal to the Parish Council and confirmed that the lease on the land in question has been agreed to 2030. If this is an insufficient length of term then it will be expensive to extend it and Cllr. Harrison requested that, in the first instance, Mrs Christian should check if this is acceptable to the Heritage Lottery Fund. If so, the Parish Council will consider the way forward with Mrs Christian.

Mrs Christian left the meeting at 7.18pm

Mrs Whaley of Lamplugh Crescent wished to discuss parking on pavements throughout Bishopthorpe. In Mrs Whaley's opinion this is an increasing problem and in some instances is destroying the grass verge and blocking clear access for pedestrians. Mrs Whaley asked if the Parish Council has a by-law to prevent this happening.

Cllr. Harrison replied that he understands that the Highway Code only prohibits parking on pavements in London. It is the responsibility of the Local Authority (not the Parish Council) to enforce local by-laws to prevent this kind of obstruction.

Mrs Whaley asked if the Parish Council would consider placing leaflets on the offending cars but Cllr. Mrs Conley countered this by cautioning against the proposal as it may lay the Parish Council open to claims of damage by the car owners. Cllr. Mrs Green stated that unless the cars are causing a legal obstruction the Police will not get involved. Cllr. Harrison concluded that unfortunately the Parish Council have no power to stop this behaviour. However, the Clerk was asked to pass Mrs Whaley's concerns to both Cllr. John Galvin and the City Council to ask if any by-law is in place to deal with the problem. **Action Clerk.**

Mr and Mrs Pinder of Melton Drive introduced themselves as new residents of Bishopthorpe and explained that they were attending the meeting to complain about the state of repair of the pathways in the village and in particular those around Melton Drive. An approach has been made to the City Council but in reply it was confirmed that their budget does not allow for an upgrade of pavement surfaces in 2017/18 in Bishopthorpe. Cllr. Mellors advised that unless the pavement is classed as a trip hazard it will not be resurfaced. The Clerk was asked to contact Cllr. John Galvin to request that Bishopthorpe is placed on the 2018/19 rota for pavement upgrades. **Action Clerk.**

Mrs Whaley, Mr Pinder and Mrs Pinder left the meeting at 7.43pm.

The November meeting of the Parish Council commenced at 7.45pm.

Council Members Present:

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

Cllr. Harrison opened the meeting by further discussing the development plans of White Rose Football Club. It was agreed that the second tranche of the £40,000 fundraising will not be easy for the Club to achieve but the Parish Council is eager to support village children participating in sporting activities. Therefore, Cllr. Harrison proposed that the Parish Council should offer to donate the last £5,000 of fundraising to the Club (i.e. when they have achieved £75,000 the Parish Council will top it up to £80,000). This was seconded by Cllr. Mrs Green and agreed unanimously. Cllr. Harrison offered to advise the Club of this decision. **Action Cllr Harrison**

Secondly, it was proposed by Cllr. Harrison that the Parish Council should support Mrs Christian in her efforts to establish a new orchard by the side of Ferry Cottage. This should provide screening for the cottage on one side whilst also providing a pleasant amenity for villagers. Cllr. Harrison offered to contact Mrs Christian to confirm this decision. **Action Cllr Harrison**

17/173 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.

17/174 2 **Apologies for absence.**

None

17/175 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 declarations were made:

Cllr. Mellors 5.4.5

Cllr. Jemison 5.1.3 and 7.1.2

17/176 4 **Minutes of Meeting 24th October 2017**

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

Cllr. Harrison made the following additions to the Sub-committees at this stage:

Cllr. Grabowski – to join - Sports and Leisure Committee, Youth Awards and Children, Pinfold, Sensory Garden and Infant School.

Cllr. Mrs Green – to take over Library contact.

17/177 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **The Sycamores, Middlethorpe.** Erection of a single storey detached garage. 17/02488/FUL. No Objection

5.1.2 **Fairmead, 21 Coda Avenue.** Single storey rear extension (re-submission). 17/02483/FUL. No Objection

5.1.3 **Home Farm Buildings, 81 Main Street.** Variation of condition 2 and removal of condition 5 of permitted application 15/02919/FUL to allow retention of external seating. 17/02565/FUL. Support.

5.1.4 **ADV Maynews, 26 Sim Balk Lane.** Installation of internally laminated surround to existing ATM. 17/02640/ADV. Objection with comments.

5.1.5 **20 Coda Avenue.** First floor side extension, side and rear dormers and single storey side and rear extensions with rear balcony. 17/02637/FUL. No Objection

5.1.6 **Ivy Dene Cottage, 14 Main Street.** Re-pollard Chestnut tree protected by Tree Protection Order number 2/1971. 17/02672/Tree Protection Order. No Objection

5.1.7 **3 Garbett Way.** Application to remove one Silver Birch protected by Tree Protection Order 2/1989. 17/02726/Tree Protection Order. Objection.

- 452 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **43 Yew Tree Cottage, Main Street.** Fell Oak, prune Yew Tree in Tree Conservation Area. 17/02372/Tree Conservation – **No objection, comments made. (Applicant to replace the oak with a more manageable native hardwood tree, for example betula pendula (silver birch) or similar).** Approved
- 5.2.2 **42 Keble Park South.** Single storey rear extension. 17/02234/FUL. (**No Objection**) Approved
- 5.2.3 **Bishopthorpe County Infant School.** Installation of kitchen ventilation system with extractor hood, mechanical extractor fan, supply fan and roof mounted fan unit. 17/01833/GRG3. (**No Objection**) Approved
- 5.2.4 **38 Keble Park North.** Single storey front and side extension (revised scheme). 17/02390/FUL. (**No Objection**) Approved
- 5.3 Large Householder Extension Notifications
- 5.3.1 None
- 5.4 Other Planning Matters
- 5.4.1 *SI06 Payments for new developments* – Nothing to report.
- 5.4.2 *20a Maple Avenue – update Cllr. Mrs Conley* – Nothing to report.
- 5.4.3 *Little Green Rascals Nursery – Fence update* – Cllr. Harrison gave the following update-
- The Nursery no longer has plans to erect a fence along the boundary with the footpath.
 - Parking on the hard-standing behind the building has removed the obstruction from School Lane.
 - The Nursery is to join the Schools’ Travel Group in the January term.
 - The newly planted trees will remain but will be carefully managed.
- 5.4.4 *Withdrawn applications – Middlethorpe Manor 17/02046FUL and 17/02047/LBC. Erection of detached garage and cycle store.* Noted.
- 5.4.5 *Telecoms opportunity for Bishopthorpe Parish Council – Shared Access email from Sarah Jones Acquisition Coordinator* – Cllr. Mellors declared a Prejudicial Interest in this item.

An approach has been made to the Parish Council by Shared Access telecommunications to discuss the possibility of locating a telecoms mast on land owned by the Parish Council. Shared Access believes that the current mast located within St Andrew’s Church tower is shortly to be decommissioned and that will leave the village bereft of strong telecoms signal.

Having declared a prejudicial interest Cllr. Mellors confirmed that the O2 is currently in discussion with St Andrew’s Church to erect a new mast on the current site (the church tower).

Following a long discussion, it was agreed that Cllr. Harrison will contact Shared Access, disclosing the fact that the Parish Council believe that the

current mast is not to be decommissioned and on that basis asking if they still wish to go ahead with their proposal. If so Cllr. Harrison proposed that the triangle of land (owned by the Parish Council) in front of the Sports Pavilion should be offered as a site for consideration. This was seconded by Cllr. Jemison and agreed by eight Councillors. Cllr. Mellors objected to this proposal. **Action Cllr Harrison**

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Services6.1 Village Hall Management Committee

6.1.1 *Management Committee Report* – Cllr. Jemison reported that the Caretaker does not want to update the Fire Inspection Book as he deems it responsibility outside his remit and fears for his personal liability. The Clerk was asked to provide contact details for North Yorkshire Fire Inspection to pass to Cllr. Jemison and Keith Thornton to decide the way forward. **Action Clerk.**

Cllr. Mrs Green requested that a new sign should be commissioned to comply with Heath and Safety Law to mark the Fire Assembly point in the car park. (A second sign was also requested for Vernon House). Cllr. Jemison offered to organise these. **Action Cllr. Jemison**

Cllr. Jemison reported that he had been informed that the Ebor Players have been using the Fire Extinguishers to prop open doors. Cllr. Jemison contacted them to request that they stop doing this.

6.1.2 *Car park 24 hour closure – confirmation of date* – The Caretaker advised that the car park was closed for a twenty-four hour period during the 3rd to 4th June 2017.

6.1.3 *Sign Village Hall Dispensation Document* – Cllr. Mrs Green completed this document.

6.1.4 *Recycling Day 2018* – Cllr. Mrs Green handed round a rota for completion by the Councillors to offer help on the Recycling Day – 13th January 2018.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr. Askew contacted Play Group to introduce himself as a new point of contact.

Cllr. Harrison commented that a response will not be made to the City Council survey about sports facilities as Bishopthorpe is well provided for.

6.2.2 *Letter from Jamie Cooke – Treasurer of Play Group* – Noted.

6.2.3 *Letter from Jonathan Short* – Mr Short confirmed that the total amount of grass cuts for Ferry Lane this year amounts to thirty – slightly higher than the last couple of years due to continual growth in October and November. There will be no more cuts until March 2018.

6.3 Finance Committee

6.3.1 *Committee Report* – Cllr. Harrison advised that the providers of Village Hall insurance has changed to Allied Westminster and proposed accepting a quote of £1,687.30 (with a £500 excess). This was seconded by Cllr. Jemison and agreed unanimously. This represents a saving of £125.56 on last year's premium.

- 6.3.2 *Appointment of Internal Auditor* – A meeting between the Chairman, Clerk and potential new Internal Auditor is planned for 30th November.
- 6.3.3 *Notification of external auditor appointments for the 2017-18 financial year* – Noted.
- 6.4 Field 84, Riverside and Footpaths Working Party
- 6.4.1 *Update* – The introduction of large boundary stones on the curve at the bottom of Ferry Lane will be delayed until April 2018 to accommodate the delivery of the new restaurant’s roof.
- 6.4.2 *York Marine Services Limited* – Cllr. Mellors reported that number of permitted caravans on site is twenty five (agreed by the City Council in April 1999). This can be increased to twenty seven with the addition of two seasonal pitches used to accommodate the Office Warden. It was agreed that this fact will be born in mind when the lease is renewed in 2018.
- 6.5 Youth Support and Children’s Recreation
- 6.5.1 *Monthly park inspection update* – Cllr. Mrs Gajewicz reported no problems in the park this month. The new bark looks well.
- The inspection kit was passed to Cllr. Askew for the month going forward.
- 6.6 Allotments
- 6.6.1 *Monthly Report* – Cllr. George reported that all vacant plots are now let.
- A leaking tap at the Appleton Road site was fixed by Mark Webster Plumbing. The taps at both sites have now been lagged.
- Cllr. George suggested that the Parish Council should consider a amnesty period for sub-letting admissions by plot holders as he perceives this to be a problem. Cllr. Harrison stated that this should form part of the renewal letter issued in September 2018.
- 6.6.2 *Email from Mr Higgins re the hedge at Acaster Lane allotments – update* – Cllr. George reported that the plot holders have planted new plants as requested. These will, naturally, take time to establish but when they do will bring the hedge back to its original condition. Cllr. Harrison confirmed that this matter is now concluded.
- 6.6.3 *Charges and offenders to the allotments* – Cllr. George proposed that the Administration fee should be increased from £5 to £10 in 2018. This was seconded by Cllr. Mrs Green and agreed unanimously.
- An increase in rents will also be considered for 2018.
- 6.7 Senior Citizens Support and Vernon House
- 6.7.1 *Monthly Report* – Cllr. Mrs Green reported that the old launderette room has been booked by the City Council for a meeting (at a rate of £75 per day).
- Cllr. Mrs Green urged the Parish Council to consider making Bishopthorpe a Dementia Friendly village and to that end asked permission to invite Ann Cooper to the February meeting to discuss how this could be achieved.

Cllr. Mrs Green reported that a number of alternative names have been suggested for Vernon House with the aim of making it a more attractive venue. These included, The Aching Joint, After Work, Village Life and Evens Honour. However, it was concluded that the existing name will be left unchanged as Vernon House. Cllr. George commented that this decision could be seen as democracy in action.

Cllr. Harrison confirmed that he will attend a meeting of Quench Cafe on the 5th April to discuss the workings of the Parish Council.

6.8 Web Page Management

6.8.1 *Monthly update* – Cllr. Mrs Conley confirmed that all internet platforms are up to date.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – The Parish Council has received an invitation to attend the Bishopthorpe Library Stakeholder Consultation Workshop on Tuesday 12th December - 5.30pm, at Bishopthorpe Library.

6.10 Environmental, Sustainability and Accessibility Issues

6.10.1 *Monthly Report* – Cllr. Mrs Green encouraged all Parish Councillors to visit the Castle Gateway Project web page to cast on-line votes / comments.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.11.2 *Acaster Malbis Emergency Plan* – Cllr. Jemison reported that he and Cllr. Mrs Conley have been in contact with Pam Walker of Acaster Malbis Emergency Committee. A copy of their thirty-two page plan has been passed to Bishopthorpe which can be used as a basis to create a plan for the village.

6.12 Battles over a Nation's Tribute

6.12.1 *Update* – Cllr. Mrs Green contacted the Marcia and the Ebor to make sure that they are not planning an event on the 11th November 2018. In commemoration and remembrance of the end of the First World War a chain of one thousand beacons will be lit throughout the UK at 7pm on 11th November 2018. Cllr. Mrs Green suggested a 4.30pm start at the Junior School to light the beacon in Bishopthorpe.

Cllr. Harrison confirmed that he is undertaking work to contact surviving relatives to update the war memorial with missing service men's names.

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Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

Amounts paid

Amounts paid

Monthly direct debit to E-On Sports Pavilion Electricity	149.00
Monthly direct debit to Duel Energy Village Hall Electricity	69.00
Monthly direct debit to E-on Village Hall Gas	135.00

353.00

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk's Salary	654.00
Clerk's Expenses- (£0.00)	0.00
Village Hall Caretaker / Booking Secretary	471.56
Vernon House Caretaker	255.46
Carol Henk – Sports Pavilion cleaning	150.00
Sports Turf Services – Grass cuts to Ferry Lane sports field	67.20
Yorkshire Water – Allotments, Acaster Lane	37.39
Yorkshire Water – Sports Pavilion	370.81
Yorkshire Water – Allotments, Appleton Road	34.50
Yorkshire Water – Village Hall	79.30
Allied Westminster Insurance – Village Hall annual premium (£1812.86 in 2016)	1687.30
Yorkshire Water – Vernon House	24.52
Npower – Vernon House 1 st October to 31 st October	208.24
Npower – Sensory Garden floor lights	79.45
Dennis King Electrical Ltd – PAT test Sports Pavilion	126.00
Ainsty Landscapes – Cricket / outfield cuts	510.00
Ian Jemison Engineering – Repair and replace Sensory Garden gate lock	36.00
Brad Edwards – Woodchip top – up for Play Area	280.00
Ashfield Woodchips and Bark – supply of hardwood chips for Play Area	1920.00
Orien UK Ltd Banners – Apple Day banners x 2	43.20
Headed paper – Bishopthorpe Parish Council	126.72

Payment Total	£7161.65
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Total Payments	£7514.65
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7.2 Income Receipts

Late allotment rents	46.00
Play Group June rent	1225.00
Play Group September rent	1225.00
Village Hall Management Committee October	1509.25
Sheppee Int. – refund of course fee M Askew November 2016	45.00
New allotment let – Mr Bedford	12.00
Income Total	£4062.25

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

- 17/180 8 **School Governors**
- 8.1 *Infants School* – Nothing to report.
- 8.2 *Junior School* – Cllr. Harrison reported the following:
- Little Green Rascals Nursery will join the Travel Group in January 2018
 - There has been no Police presence around school run times, as requested.
 - The School will attend the Recycling Day.
- 17/181 9 **Parish Council Youth Awards**
- 9.1 *Committee Report* – The Clerk reported that one nomination has been received to date.
- 9.2 *Appointment of judge for this year's competition and January presentation evening date* – Cllr. Mrs Green offered to contact Rev. Julia Skit to ask her to judge this year's competition. **Action Cllr. Mrs Green.** It was also agreed that the Award Evening will be held in Vernon House on Tuesday 23rd January at 6.30pm in Vernon House. Cllr. Mrs Green to book venue. **Action Cllr. Mrs Green**
- 17/182 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
- 10.2 *Quotation pinfold interpretation board* – Liam Godfrey was thanked for seeking out the original installers of the interpretation board and requesting a quote for a replacement. It was agreed that the Parish Council will use this company again as they hold both the original art work and board specifications and it is the intention to replace like with like. On that basis the quotation from Redbonsai, Design Consultants is £1,729.00 to include print, production, manufacture of frame and legs as existing interpretation panel from existing artwork. (Includes delivery to York). Installation of the board is an additional £280.00 giving a total of £2,009.00 plus VAT
- Cllr. Harrison proposed accepting the quotation of £2,009.00 plus VAT to replace the board. This was seconded by Cllr. Mellors and agreed unanimously. **Action Clerk.**
- 17/183 11 **Sensory Garden**
- 11.1 *Committee Report* – Nothing to report.
- 11.2 *Email from Sonia Murray-Kidd* – The Library Manager, Mrs Murray-Kidd contacted the Parish Council as a matter of urgency to report that a group of youngsters were congregating in the Sensory Garden after dark and causing criminal damage. The Parish Council immediately repaired the gate lock and approached a neighbour who was willing to lock and unlock the gate – Andy Powell. Mr Powell will be paid at the rate of £3 per day to do this task.
- 17/184 12 **Police Liaison**
- 12.1 *North Yorkshire Police Force* – Report received from PCSO Mel Parkin Community Safety Support Team following the meeting :
- Anti Social Behaviour
- 4th – door step sellers reported on Sim Balk Lane
 - 15th – group of youths riding mopeds up and down Copmanthorpe Lane
 - 26th – group of youths at Library shouting and playing loud music. Nightly

occurrence.

Burglary

- 6th – ATM stolen from Coop – no relevant updates to pass at the moment
- 27th – the shed of the caretakers house at Archbishops or York Junior School broken in to and power tools taken

Theft

- 1st - cycle stolen from an address on Acaster Lane, cycle had been left insecure in rear garden
- 2nd – Lawn mower stolen from the front garden of an address on Acaster Lane
- 18th – cement mixer stolen from front of a property on Lang Road

Cllr. Harrison reported that he has again contacted Inspector Pointon and invited him to Quench Cafe and asked for a Police presence at School run time.

- 12.2 *Email from PCSO Mel Parkin - Further information from Police* – Details were given to the Parish Council of forthcoming Police patrols in the village.
- 12.3 *Email from Neil Gibson re Police Meeting Tuesday 19th December, West Offices 6pm* – Cllr. Grabowski and Cllr. Mrs Green will try to attend this meeting.

17/185 13 **Local Council Association**

- 13.1 *Yorkshire Local Councils Association Update* – Cllr. Harrison reported that he recently attended a Liaison Meeting and Double Taxation was discussed. Also, various planning problems were brought to the attention of the meeting by Cllr. Harrison namely – The ATM light application on Sim Balk Lane, the removal of the garage to a house on Main Street without consent and the on-going situation with 20a Maple Avenue. The City Council Conservation Architect may be asked to become involved.
- 13.2 *Parish Council Working Together Meeting – emailed 31st October* – Noted.
- 13.3 *NALC Chief Executive's Bulletin 38 - 27 October 2017 – emailed 1/11* – Noted.
- 13.4 *NALC Chief Executive's Bulletin 40: 10 November 2017 – emailed 8/11* – Noted.
- 13.5 *NALC Chief Executive's Bulletin 39: 3 November 2017 – emailed 8/11* – Noted.
- 13.6 *Yorkshire Local Councils Association email re: Census Survey of Parish Councillors* – Noted.

17/186 14 **Highway Matters**

- 14.1 *Bus concerns – email from Paul Easton Head Teacher, Focus School* – Cllr. Harrison offered to contact the Head Teacher to discuss this matter. **Action Cllr Harrison**
- 14.2 *Letter from Penny Whaley – footpath bylaw enquiry* – discussed above.

17/187 15 **Correspondence**

- 15.1 City of York not covered elsewhere
- 15.1.1 *Email from Neil Gibson, Parish Council Working Together Meeting – Wednesday 29th November* – Noted.

15.2 Others

15.2.1 *Email from Roz Banks – Flower trough on Bishopthorpe Road* –The Clerk has responded to thank Mrs Banks for undertaking the task of maintaining the flower trough in memory of her late mother, Muriel Wood.

15.2.2 *Email from a villager who asked to remain anonymous – Newsagents on Sim Balk Lane.* It was agreed that the villager must contact the shop directly to discuss stocking policy as this is deemed a commercial decision by the shop owner. **Action Clerk.**

15.2.3 *Email from David Watkinson - Bishopthorpe bridge, danger over the river* – Mr Watkinson should be directed to Naburn Parish Council and Sustrans. **Action Clerk.**

17/188 16 **Ward Committee**

Cllr. Mrs Conley reported that School Lane parking was a discussion point which was vigorously debated with no conclusion reached by the Ward Councillor.

17/189 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- Cllr. George was thanked for repairing the Clerk's Computer – saving the Parish Council the expense
- Cllr. Mrs Gajewicz reported that Richard Williams will order the Christmas tree for the Sensory Garden as normal. The Parish Council is very grateful that Mr Williams undertakes this job for the village.

17/190 18 **Date and time of next meeting – Tuesday 16th January 2018, 7pm – at the Village Hall**

Meeting closed at 9.55 pm