

**Minutes of the meeting held at the Village Hall on Tuesday 24<sup>th</sup> July 2018.**

*The Chairman opened the meeting at 7.05 pm.*

**Council Members Present:**

Cllr. Harrison (Chairman), Cllr. Mrs Green, Cllr. George, Cllr. Mellors, Cllr. Jemison, Cllr. Grabowski and Cllr Nicholls

18/121 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.*

18/122 2 **Apologies for absence.**

Cllr. Mrs Conley and Cllr. Mrs Gajewicz

18/123 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. Cllr. Jemison declared an interest in item 5.4.4

18/124 4 **Minutes of Meeting 26<sup>th</sup> June 2018**

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

18/125 5 **Consideration of Planning Matters and recommendations of the Planning Group**5.1 Notice of Applications received

- 5.1.1 **15 Keble Park South.** Two storey side extension. 18/01210/FUL – Application not sent to Planning Committee – Objection – overdevelopment of the site.
- 5.1.2 **Bridge Nook, 39 Bridge Road.** Single storey side extension and dormer to side (resubmission, amended scheme) 18/01474/FUL. No Objection
- 5.1.3 **8 Keble Park North.** Two storey and single store rear extension. 18/01487/FUL. No Objection
- 5.1.4 **35 Acaster Lane.** Single storey side extension and dormer window to rear. 18/01425/FUL. No Objection
- 5.1.5 **38 Keble Park South.** Installation of access ramp to front. 18/01335/FUL. No Objection
- 5.1.6 **2 The Orchard.** Erection of dormer bungalow – additional information. 18/00796/FUL. Objection.

- 5.1.7 **Bracken Lodge, 10 Main Street.** Erection of one dwelling with access and hardstanding to the rear of 10 Main Street. 18/01469/FUL. Decision held over
- 5.1.8 **56 Acaster Lane.** Stem clean Oak and thin canopy by 15% - protected by Tree Preservation Order Number 47. 18/0155/Tree Preservation Order. No Objection
- 4.5.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **Bishopthorpe Methodist Church, Sim Balk Lane.** Fell two Conifer trees in a Conservation Area. 18/01293/TCA. (**No Objection - request for the felled trees to be replaced with native hardwood trees**) Approved
- 5.2.2 **24 Lang Road.** Two storey side and single storey rear extensions and dormer to rear. 18/00955/FUL. (**No Objection**) Approved
- 5.2.3 **124 Acaster Lane.** Single storey front porch extension. 18/01115/FUL. (**No Objection**) Approved
- 5.2.4 **The White House, Chantry Lane.** Fell four trees, crown lift Sycamore to five metres – tree works in Conservation Area. 18/01235/TCA. (**No Objection**) – request for the felled trees to be replaced with native hardwood trees. Refuse application to fell Sycamore tree (Tree Preservation Order 81/983). Approve application to lift Sycamore tree (reference T5) by up to five metres from ground level.

5.3 Large Householder Extension Notifications

- 5.3.1 None

5.4 Other Planning Matters

- 5.4.1 *S106 Payments for new developments* – Nothing to report.

- 5.4.2 18/00251/FUL: *Proposed Sports Pitch Development to The South East Of 235 Tadcaster Road Dringhouses York for: Change of use from agricultural holding to natural turf sports pitches including erection of changing facilities, installation of sub surface land drainage and associated soft landscaping and formation of emergency/maintenance vehicle access road.* Invitation to a Planning Committee meeting on the 11<sup>th</sup> July at West Offices – Noted.

The Parish Council were pleased to hear that following a recent meeting of the City of York Council Planning Committee, Planning permission for Bishopthorpe Whiterose JFC to develop the land on Sim balk Lane, known as the Ashfield estate, into an area containing several football pitches and a clubhouse, was unanimously voted in by all Council members present at the meeting.

- 5.4.3 *Moor Lane, York - Public Consultation – Email from Barwood Land* – Barwood Land are in the process of developing proposals to build five hundred new houses, a primary school, new sports pitches, allotments and a children's play area on land at Moor Lane, Woodthorpe. This area falls outside the parish of Bishopthorpe. The Company has a consultation website at: <http://www.moorlandeconsultation.co.uk/> for access by members of the public.

It is understood that this area was earmarked on the (not yet agreed) Local Plan by the City Council for development. A number of Councillors expressed concerns that the development would have a negative impact on local wildlife however, the Chairman reminded the meeting that there is a pressing need for affordable housing in York and this site is regarded as suitable under the Local Plan.

It was agreed that the Parish Council will keep a close watch on developments.

- 5.4.4 *Pending decision: 18/00502/FUL – Home Farm Buildings, Main Street.* – An appeal has been submitted by the owner of the café at Home Farm Buildings to permit outside dining. The decision is pending.

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6

**Services****6.1 Village Hall Management Committee**

6.1.1 *Management Committee Report* – Cllr. Jemison reported the following items:

- The external door code has been changed.
- The main doors to the lower hall have been repaired.
- Cllr. Mrs Green agreed to speak with Brunswick Organic Nursery to obtain maintenance costs for the new planters by the entrance to the hall and to plant flowers instead of herbs. **Action Cllr Mrs Green**
- The instructions to operate the heating in the hall are missing. Richard Williams Electrical will help to set the system up when they can be found.

**6.2 Sports and Leisure Management Committee**

6.2.1 *Committee Report* – Cllr Nicholls has arranged a meeting with the Play Group leader to introduce himself as new Chair of the Committee.

6.2.2 *Bishopthorpe Cricket Club Arrears* – The arrears have now been paid.

6.2.3 *Email from Dan Probert* – Cllr Nicholls will contact Gary Featherstone to check if the requested date clashes with fixtures. If not, Cllr Nicholls will advise Mr Probert that he can use the facilities to play six hours of football (in aid of Cancer Research) on Thursday 2<sup>nd</sup> August between 9am and 5pm. **Action Cllr. Nicolls**

**6.3 Finance Committee**

6.3.1 *Committee Report* – Nothing to report.

**6.4 Field 84, Riverside and Footpaths Working Party**

6.4.1 *Update* – Cllr. Jemison reported that the boundary has been re-measured around Parish Council owned land at the bottom of Ferry Lane.

The owner of York Marine Services has been advised that his proposal to attach a waste pipe to the outlet at the Sports Pavilion cannot be accommodated as the pipe is unsuitable.

6.4.2 *Email from Graham Kennedy* – Discussions are on-going regarding the closure of the riverside path around St Andrew's Old Church. It is understood that the City Council confirmed that the recently displayed 'City Council' notices attached to the closed gates, barring access to the pathway, were not official signs issued by or put up by York City Council.

6.4.3 *Email from Kate Wallace – River bank access problem* – Cllr. Harrison to reply. **Action Cllr Harrison**

6.4.4 *York Marine Services - Annual rent arrears £3,470.00 – Second chaser 2<sup>nd</sup> July* – The Clerk was advised to add a 10% late payment charge should the third request for payment be ignored. **Action Clerk.**

6.4.5 *Tent 'encampment'* – Cllr. George explained that with the addition of the new

campsite in the ings fields, the twenty-five-pitch limit has been exceeded. It is understood that a City Council Inspector has made a site visit and issued a first-stage warning to the owner.

Cllr. Jemison then raised the issue the blue concrete-filled barrel at the entrance to the ings field. This barrel was strategically placed by the Parish Council many years ago to prevent the footpath being regularly used by vehicles belonging to the mooring occupants. The Parish Council are now extremely concerned that the barrel has been moved and frequent vehicle usage is occurring in this area. A letter will be sent to Mr Mandy of York Marine Services to request the barrel's re-instatement to its original position. **Action Clerk.**

6.4.6 *Lease renewal* – Item to be removed from Agenda. **Action Clerk.**

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly park inspection update* – Cllr. Harrison reported high levels of litter in the park during the last week. A non-toxic (to humans / animals) weed killer has been applied to overgrown vegetation.

Councillors were asked to keep a close watch on closing time of the park as large groups of youths are beginning to congregate there in the evenings. The official closing time is 7.30 pm or dusk in the winter months.

The inspection kit was passed to Cllr. Jemison for the month going forward.

6.5.2 *Wooden post* – A quote from Play Dale for £375.80 has been received to replace two metres of wooden posts surrounding the sand pit. However, a second quote from a local supplier to replace five metres is for £350.00. Cllr. Jemison proposed accepting the local supplier quote. This was seconded by Cllr. Mellors and agreed unanimously. It was also noted that as this local supplier always provides better quotes than the Cumbrian based Play Dale and, on that basis, it was agreed that they will be used in future.

6.6 Allotments

6.6.1 *Monthly update.* – One plot is available and it was agreed that it will be offered to an applicant who is based on a river mooring (with a Leeds permanent address) as no local applicants are currently on the waiting list.

6.7 Senior Citizens Support and Vernon House

6.7.1 *Monthly Report* – Cllr. Mrs Green reported that Catalyst Community Group use Vernon House for their Saturday meetings when the Marcia pub is not available during race meetings. Attendees of the Shed group are maintaining the grass area around Vernon House, for which the Parish Council is very grateful. Cllr. Mrs Green has now installed a second compost bin.

6.8 Web Page Management

6.8.1 *Monthly update* – Nothing to report.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – Nothing to report.

6.10 Environmental, Sustainability and Accessibility Issues

6.10.1 *Monthly Report* – Two city centre development consultations were sent to the Councillors mid-month for individual comment back to the City Council. A

further public consultation evening will be held at West Office on 18<sup>th</sup> September.

- 6.11 Community Emergency Planning
  - 6.11.1 *Monthly update* – Cllr Nicholls reported that he will attend a City Council run training course shortly.
  - 6.11.2 *Community Resilience Survey* – Cllr Nicholls confirmed that he will reply to this survey.
- 6.12 ‘Battle’s Over’, a Nation’s Tribute
  - 6.12.1 *Committee Update* – Cllr. George reported that plans are progressing well for the commemoration evening in November and it was agreed that the event will be advertised only in Bishopthorpe. Cllr. Mrs Green commented that it would be good to involve Bishopthorpe Community Choir. The school children may also be encouraged to bake a ‘Peace Cake’ to offer attendees.
  - 6.12.2 *War Memorial* – Cllr. Mellors confirmed that once a faculty has been granted by the Church it removes the necessity to apply for planning permission (as there will be no material change to the structure).  
  
Cllr. Harrison reported that Burrows and Davis are intending to start work adding the new names at the end of August.

18/127      7      **Financial Transactions**

7.1	<u>Payments to approve</u>		
7.1.1	<b>Cheque / Direct Debit payments</b>		
	<b>Amounts paid</b>		
	Monthly direct debit to E-On Sports Pavilion Electricity	225.00	
	Monthly direct debit to Duel Energy Village Hall Electricity	137.00	
	Monthly direct debit to E-on Village Hall Gas	252.00	
			<b>£614.00</b>
7.1.2	<b>On-Line Banking payments</b>		
	<b>Amounts paid</b>		
	Clerk’s Salary	667.00	
	Clerk’s Expenses- ( <i>Phone calls £0.36, postage (accounts) £2.11</i> )	2.47	
	Village Hall Caretaker / Booking Secretary	502.66	
	Vernon House Caretaker	250.00	
	Carol Henk – Sports Pavilion cleaning	125.50	
	Savills – Glebe Sports Field – Paid by Standing Order 1/7/18	225.00	
	Sports Turf Services Ltd – Grass cuts to Ferry Lane	134.40	
	City of York Council - waste disposal – Village Hall	60.56	
	City of York Council - waste disposal – Sports Pavilion	55.75	
	AOL quarterly charge	46.62	
	PMB Joinery services – repairs to Village Hall door	258.67	
	Andy Powell – Sensory Garden gate maintenance	84.00	
	Advance Fire Services – Annual service plus replacement extinguishers	150.84	
	Advance Fire Services – Call out to Fire Alarm System 13/7/18 – testing	56.40	
	Ainsty Landscapes – Grass cuts Ferry Lane	325.00	
	<b>Payment Total</b>		<b>£2,944.87</b>

**Total Payments**

**£3,558.87**

**7.2 Income Total**

Village Hall Management Committee – June takings	769.75
Village Hall Management Committee – July takings (1)	233.75
White Rose – annual precept	310.00
Play Group June quarter end rent	1,225.00
Vernon House June takings	267.00
Village Hall Management Committee – July takings (2)	311.00

**Income Total**

**£3,116.50**

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

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| 18/128 | 8  | <p><b>School Governors</b></p> <p>8.1 <i>Infants School</i> – Nothing to report.</p> <p>8.2 <i>Junior School</i> – Dismay was expressed at the somewhat thoughtless installation of the metal perimeter fence, which has boxed in the trees and shrubs along the length of Copmanthorpe Lane.</p>  |
| 18/129 | 9  | <p><b>Parish Council Youth Awards</b></p> <p>9.1 <i>Committee Report</i> – Nothing to report.</p>  |
| 18/130 | 10 | <p><b>Pinfold</b></p> <p>10.1 <i>Committee Report</i> – Nothing to report.</p>   |
| 18/131 | 11 | <p><b>Sensory Garden</b></p> <p>11.1 <i>Committee Report</i> – Nothing to report.</p> <p>11.2 <i>Email from Monica Lowson, mosaic damage</i> – Cllr. Harrison offered to make repairs to the mosaic panel in the floor of the garden.</p>  |
| 18/132 | 12 | <p><b>Police Liaison</b></p> <p>12.1 <i>North Yorkshire Police Force</i> – Nothing to report.</p> <p>12.2 <i>Email from Julia Mulligan, Police Commissioner</i> – Noted.</p>   |
| 18/133 | 13 | <p><b>Local Council Association</b></p> <p>13.1 <i>Yorkshire Local Councils Association</i> - Update – Cllr. Harrison reported that the Police Commissioner has been invited to the next Yorkshire Local Councils Association meeting.</p> <p>13.2 <i>NALC Chief Executive's Bulletin, week ending 29 June 2018</i>- Noted.</p> <p>13.3 <i>NALC Newsletter</i> – Noted.</p> <p>13.4 <i>White Rose Update July</i> – Noted.</p> <p>13.5 <i>YLCA one-day Conference 2018 – Friday 28<sup>th</sup> September, The Mercure Fairfield Hotel, York</i> – Cllr. Harrison confirmed that he will try to attend this meeting.</p> |

- 18/134 14 **Highway Matters**  
14.1 *Parking on Beech Avenue* – The Parish Council are grateful for the help of Cllr. John Galvin resolving this matter.
- 18/135 15 **Correspondence**  
15.1 City of York not covered elsewhere  
15.1.1 None  
  
15.2 Others  
15.2.1 None
- 18/136 16 **Ward Committee**  
  
Nothing to report.
- 18/137 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr. Mellors reported receiving an email from the Charities Commission giving updated details to comply with GDPR.
  - Cllr. Mrs Green asked that the Clerk contact Copmanthorpe Carnival to request removal of their posters which have been tied to Bishopthorpe lampposts to promote their event. Upon supply of contact details by Cllr. Mrs Green, the Clerk will send a letter. **Action Cllr Mrs Green and Clerk.**
  - A reminder was issued for Apple Pressing Day to be held on Sunday 14<sup>th</sup> October 2018 in the car park of the Village Hall.
  - Cllr. Harrison wished to thank Bishopthorpe Bowls Club for an enjoyable social event on the 18<sup>th</sup> July.
  - A date for Beating the Bounds was agreed for Thursday 2<sup>nd</sup> August with a 7pm start at the Village Hall
- 18/138 18 **Date and time of next meeting – Tuesday 28<sup>th</sup> August 2018, 7pm – at the Village Hall**

Meeting closed at 8.40pm