

Minutes of the meeting held at the Village Hall on Tuesday 25th June 2019.

The Vice Chairman opened the meeting at 7.00 pm.

Council Members Present:

Cllr. Mrs Green, Cllr. Mrs Conley, Cllr. George, Cllr. Jemison, Cllr. Mrs Gajewicz, Cllr. Grabowski (Vice Chairman) and Cllr Nicholls

Five members of the public attended the meeting: Mr Baldwin of Myrtle Avenue (to observe the meeting), Mrs Parker of Main Street and three members of White Rose Football Club – Mr Drewer, Mr Gargan and Mr Wong.

Mrs Parker addressed the meeting first by reminding the Councillors that she had previously attended the Parish Council meeting in November 2018 to discuss parking problems at the top of Acaster Lane. Mrs Parker reported that seven months later this continues to be a problem as cars are still parking at / around the bus stop at the top of Acaster Lane. The bus has to stop in the middle of the road, making passengers alight metres away from the kerb. Mrs Parker reported that the issue has been discussed at length on social media recently and asked the Parish Council for an update.

Replying on behalf of the Parish Council, Cllr. Grabowski advised Mrs Parker that the Parish Council has sent nine photographs (taken on different days, at different times) to the City Council showing illegal / dangerous parking at this site and called for a bus box to be painted on the road at the bus stop to prevent dangerous parking. Mrs Parker then advised that she has also contacted the City Council directly but was told that they do not have funds to undertake this job. Mrs Parker then asked if Ward Committee funds could be used to improve road safety on this dangerous corner.

Cllr. Grabowski thanked Mrs Parker for attending the meeting and informed her that she should consult Cllr. Galvin to request Ward Committee funds. It would be of benefit to the village if the Ward Councillor, Cllr. Galvin, would join forces with the Parish Council to request a bus box at this dangerous corner but failing that, the Parish Council will continue to pursue a resolution to this issue.

Mrs Parker left the meeting at 7.09pm

The Vice Chairman thanked the three representatives from White Rose Football Club and explained that they have been invited to the Parish Council meeting as circumstances appear to have changed since the original request for a donation from the Parish Council was made and the Parish Council must ensure that any donation of public funds continues to be placed appropriately. What was initially believed to be a fund-raising project to benefit the junior players (by building an additional site at Sim Balk Lane) now appears to include the senior players too - *a point that was discussed at length and appears in the March Parish Council minutes*. However, from this discussion a series of other questions were raised as follows:

- *If the Club exceed their fund-raising target of £80,000 will the contribution from the Parish Council still be required?* Mr Wong confirmed any funds raised above £80,000 will be 'ring-fenced' and put towards maintenance costs of the new site. Fund-raising efforts will continue in the first couple of years and the Parish Council donation of £5,000 would play an important part in this.
- *How close is the Club to reaching the £80,000 target?* Following the recent fund-raising event at the Junior School the Club believe they have raised in the region of £78,000 to date (figure to be confirmed). The donation of £5,000 from the Parish Council therefore will play a very important part in achieving the required total of £80,000 which in turn will trigger the grants from the Football Association.
- *Could some funds be ring-fenced for potential improvements to the Ferry Lane site?* Mr Wong confirmed that there will be some funds (approximately £5,400 plus VAT) from the Football Association available to contribute towards the purchase of new goal posts for Ferry Lane but unfortunately there will not be any funds available for the pavilion building.

- *How much money has been raised and contributed by the adult team?* Mr Wong confirmed that a contribution has been made across the whole club by all the teams.
- *How will the new site be funded going forward? It is presumed that the Parish Council will not be asked to contribute.* Mr Wong stated that any funds raised over the £80,000 target will be ring-fenced to start a maintenance fund for the new site. Annual fund-raising events are expected to swell this provision on a yearly basis. The Parish Council will not be asked to financially contribute to the site going forward.
- *What percentage of Bishopthorpe children have contributed to the rapid expansion of the Club?* Mr Gargan stated that girls' football has contributed to the rapid expansion of the Club in recent year with over 90% of the children living in Bishopthorpe.

In conclusion Cllr. Grabowski thanked the Club for attending the meeting and providing the additional information. It is hoped that a final decision regarding the donation will be made at the July Parish Council meeting.

Mr Wong, Mr Gargan and Mr Drewer left the meeting at 7.30 pm

The June meeting of Bishopthorpe Parish Council commenced at 7.31 pm

19/102 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.

19/103 2 **Apologies for absence.**

Cllr. Harrison

19/104 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. No matters were declared.

19/105 4 **Minutes of Meeting 28th May 2019**

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

19/106 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **35 Acaster Lane.** Variation of condition two of permitted application 18/01425/FUL for single storey side extension. 19/01204/FUL. No Objection

5.1.2 **Barbank House, 1 Croft Court.** Erection of two storey detached dwelling.

19/00418/FUL. **Objection (over-development of a small site)**. Proposal has been amended – revised design. Objection to amendment.

- 452 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **19 Keble Park Drive**. First floor side extension over existing garage. 19/00782/FUL. **(No Objection)**. Approved
- 5.2.2 **10 Ebor Court**. Replacement of existing timber windows with UPVC windows to ground floor. 19/00420/FUL. **(No Objection)**. Approved
- 5.2.3 **1 Keble Park South**. Two storey front extension. 19/00655/FUL. **(No Objection)**. Refused
- 5.2.4 **11 Lang Road**. Demolition of existing dwelling and construction of new dwelling. 19/00313/FUL. **Objection** (is not in keeping with the majority of houses on that street, nor indeed, with the majority of houses within the perimeter of the village). Application withdrawn
- 5.3 Large Householder Extension Notifications
- 5.3.1 None
- 5.4 Other Planning Matters
- 5.4.1 *Section 53 Wildlife and Countryside Act 1989 – Notice of an application to record a public footpath between Chantry Lane, Bishopthorpe and Acaster Malbis 3. Letter received from City of York Council dated 28th January 2019 – Nothing to report.*
- 5.4.2 *Email from Mike Slater, City Council - City of York Local Plan Proposed Modifications Consultation – Noted.*
- 5.4.3 *Invitation to Mike Slater, City Council to attend a site meeting at Greenfield, Sim Balk Lane – Cllr. Mrs Conley reported that no response has been received from Mr Slater but she will continue to chase the matter.*
- 19/107 6 **Services**
- 6.1 Village Hall Management Committee
- 6.1.1 *Management Committee Report – From a Committee meeting held on the 24th June, Cllr. Grabowski reported no pertinent issues.*
- 6.1.2 *Caretaker vacancy – Cllr. Grabowski reported that the vacancy has now been filled. The existing Caretaker will oversee the handover process.*
- 6.1.3 *Painting of Village Hall outdoor masonry – Cllr. Jemison reported that he has contacted PH Carr and Sons for a quotation to repaint the outdoor masonry.*
- 6.2 Sports and Leisure Management Committee
- 6.2.1 *Management Committee Report – Cllr Nicholls reported that he has contacted Bishopthorpe Play Group following their request for a donation of £1,000 towards the installation of new windows. It is noted that Play Group reported a cash resource of £72,488 in their latest set of audited accounts (compared to the Parish Council reporting a figure of £59,985). When asked by Cllr Nicholls if the donation request from the Parish Council can be justified against these figures, to date, no response has been received from Play Group.*

The smaller repair issues have now been dealt with but Cllr Nicholls commented that the kitchen is in need of urgent refurbishment.

6.2.2 *White Rose Donation* – Following a lengthy discussion regarding the various ways the donation to White Rose could be offered to the club, it was concluded that before a final decision is made Cllr. Grabowski will request the following:

- Confirmation of the balance of funds raised to date (including the weekend's fund-raising activity) *together with*
- Confirmation that the money committed for goal posts is counted as contributing to the overall total of £80,000.

Once a reply has been received, the information will be collated to allow the Parish Council to make a final decision in the July meeting.

6.2.3 *Non-payment of precepts – White Rose £340, Bishopthorpe United £700* – The Clerk was given contact details for the White Rose Treasurer. **Action Clerk.**

6.2.4 *Update on damp problem* – Nothing to report.

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 asked the Clerk to re-send the letter, which relates to the river-side fences erected on the moorings, to Mr Mandy of York Marine Services (originally posted on the 3rd May 2019) which was never received. **Action Clerk.**

6.4.2 *Riverside caravan site and tents* – Cllr. George reported that the City Council has a number of site visits scheduled for the forthcoming months to check compliance at the caravan site.

6.4.3 *Ferry Cottage and new mooring* – Nothing to report.

6.4.4 *Underpayment of precept by York Marine Services £630* – Item held over to the July meeting for decision. **Action Clerk.**

6.4.5 *Email from Mr Cole 'Riverside Shanty Town'* – Cllr. Harrison responded to Mr Cole by email to confirm that no fences are allowed by tenants on Parish Council owned land, which would obscure the view of the river.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly park inspection update* – Cllr. Mrs Gajewicz reported no issues for the month passed. The inspection kit was passed to Cllr Nicholls for the month going forward.

6.5.2 *Email from a resident of Beech Avenue regarding pruning trees* – Cllr. Jemison offered to investigate the matter. **Action Cllr Jemison**

6.6 Allotments

6.6.1 *Monthly Report* – Cllr. George reported that he will shortly undertake an inspection of the Appleton Road site to ensure all allotments are being kept in good order. **Action Cllr George**

6.6.2 *Update on new compost bins for Appleton Road site* – Cllr. George is chasing this item. **Action Cllr George**

6.7 Senior Citizens Support and Vernon House

6.7.1 *Monthly Report* – Cllr. Mrs Green reported that the grass behind the building is cut on a weekly basis by a Vernon House user – to whom the Parish Council is very grateful.

A new lock is being placed on the former launderette room door. This will enable items of small value to be stored there.

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* – Cllr. Mrs Conley reported that the Library has the following events scheduled:

- 6 & 7 July – Bishopthorpe Scarecrow Festival
- 21 October – A formal talk on LNER
- 4 December – Bishopthorpe Community Choir, Christmas Carols.

6.9.2 *Christmas Tree electricity supply – (Npower contract to be disconnected upon notification from Richard Williams Electrical Ltd)* – Nothing to report.

6.10 Environmental, Sustainability and Accessibility Issues

6.10.1 *Monthly Report* – Nothing to report.

6.10.2 *York Flood Alleviation Scheme June Newsletter – emailed to all 10/6* – Noted.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – Cllr. Mrs Green handed around a copy of the newsletter which was produced by Bishopthorpe Orchard project for Bishopthorpe Gala.

A book about orchards past in present in Bishopthorpe will be published by the project team.

Apple pressing equipment is to be purchased by the project for on-going use and will be stored in Vernon House.

The project which is funded by the Heritage Lottery Fund is to be completed by the end of October 2019.

7.1	<u>Payments to approve</u>		
	7.1.1	Cheque / Direct Debit payments	
		Amounts paid	
		Monthly direct debit to E-On Sports Pavilion Electricity	418.00
		Monthly direct debit to E-On Village Hall Electricity	134.49
		Monthly direct debit to E-On Village Hall Gas	203.00
		Total Amount paid	£755.49
	7.1.2	On-Line Banking payments	
		Amounts paid	
		Clerk's Salary	681.00
		Clerk's Expenses- (<i>£6.96 3x minute books, Return of ROI forms £1.50, Accounts Postage £2.26</i>)	10.72
		Village Hall Caretaker / Booking Secretary	437.50
		Village Hall Caretaker / Booking Secretary expenses (Towels, stamps & mop)	37.33
		Julie Bradley - Vernon House Caretaker	250.00
		Julie Bradley - Vernon House Caretaker expenses	0.00
		Carol Henk – Sports Pavilion cleaning	150.00
		Carol Henk – Sports Pavilion cleaning expenses	0.00
		Yorkshire Water – Village Hall (paid 3/6)	176.47
		Dennis King Electrical Ltd – Sports Pavilion remedial works re 5-year test	251.24
		Dan Pearson – Internal Auditor fee	75.00
		Ashfield Leisure – Woodchip supply to Play Area	540.00
		Cllr. Harrison – Ink cartridge	37.00
		Npower – Vernon House 1 st April to 30 th April	185.46
		Sports Turf Services – Grass cuts to Ferry Lane playing field	134.40
		Brunswick Organic Nursery – Sensory Garden maintenance / replant	804.00
		Ainsty Landscape – Cricket / sports field grass cuts	680.00
		Advance Fire Services – Bi-annual inspection Vernon House	55.80
		Advance Fire Services – Bi-annual inspection Village Hall	75.00
		Andy Powell – Sensory Garden gate closure	84.00
		Mark Webster – unblock drains – Sports Pavilion	100.00
		AMS Heating – repair and service of Village Hall boiler	144.00
		Bishopthorpe Orchard - Ainsty Lawncare – digging and rotavating	300.00
		 On-line payment total	 5,208.92
		Payment Total	£5,964.41
7.2	Income Total		
		Bishopthorpe Play Group Quarterly rent	1,300.00
		Village Hall Management Committee – May Takings (3)	110.00
		Ebor Players – Hall booking fee	71.50
		Bishopthorpe Cricket Club – Annual precept	650.00
		Vernon House – May takings	369.00
		 Income Total	 £2,500.50

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

- 19/109 8 **School Governors**
8.1 *Infants School* – Nothing to report.
8.2 *Junior School* – The end of the summer term will mark the end of Gardening Club until September. Cllr. Mrs Green reported that the school has been offered a free greenhouse and is trying to organise collection.
- 19/110 9 **Parish Council Youth Awards**
9.1 *Committee Report* – Cllr. Mrs Green is devising a new application form to replace the existing email / letter nomination process.
- 19/111 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 19/112 11 **Sensory Garden**
11.1 *Committee Report* – Nothing to report.
11.2 *Mosaic update* – Cllr. Mrs Gajewicz has made contact with the Junior School to discuss repairs to the mosaic.

Mini Mosaics (who had a stall at Bishopthorpe Gala) will also be contacted to enquire about a quote for the repairs, should the school not want to undertake the work. **Action Cllr Gajewicz**
- 19/113 12 **Police Liaison**
12.1 *North Yorkshire Police Force* – Nothing to report.
- 19/114 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Nothing to report.
13.2 *White Rose Update* – emailed to all 14/6 – Noted.
- 19/115 14 **Highway Matters**
14.1 *Acaster Lane bus stop / bus box request* – Cllr. Harrison is chasing this matter (as reported in the June minutes)
14.2 *The Courtyard* – request for road markings – Cllr. Harrison is chasing this item.
14.3 *Proposed Lay-by in Bishopthorpe* – It is understood that The Ward Committee (under the control of Cllr. Galvin) is proposing to finance a new lay-by in Bishopthorpe. The Parish Council has not been advised of its location or cost, nor has there been a public consultation.
- 19/116 15 **Correspondence**
15.1 City of York not covered elsewhere
15.1.1 None
15.2 Others
15.2.1 None
- 19/117 16 **Ward Committee**

Cllr. Galvin was invited but did not attend the June Parish Council meeting.

Although requested by the Parish Council, no Ward update report from Ward Councillor Cllr. Galvin has been received.

19/118 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- Cllr. Mrs Green reminded the meeting the Copmanthorpe are holding their annual carnival on Saturday 29th June. It will have an eco-theme.

19/119 18 **Date and time of next meeting – Tuesday 23rd July 2019, 7pm – at the Village Hall**

Meeting closed at 8.28 pm