

Minutes of the Parish Council meeting held at 7pm on Tuesday 22nd June 2021 in Vernon House, Bishopthorpe.

The Chairman opened the meeting at 7.04 pm.

Council Members Present:

Cllr. Harrison (Chairman), Cllr. Mrs Green, Cllr. Mrs Gajewicz, Cllr. Jemison, Cllr. Mrs Conley, Cllr. Mrs Thornton and Cllr Nicholls

21/101 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.

21/102 2 **Apologies for absence.**

Cllr. Grabowski and Cllr. George.

21/103 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 a personal interest in item number 5.1.4.*

21/104 4 **Minutes of Meeting 25th May 2021**

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

21/105 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **York Marine Services, Ferry Lane.** Erection of pagoda with pizza oven next to existing kiosk. 21/01198/FUL. **No Objection**

5.1.2 **Northcote, 31 Sim Balk Lane.** Single storey rear extension. 21/01285/FUL. **No Objection**

5.1.3 **43 Beech Avenue.** Erection of one detached dwelling following demolition of side projection and outbuildings. 21/00888/FUL. **Objection** – Over-development.

5.1.4 **Priory Corner, 83 Main Street.** Internal and external alterations to existing outbuilding, erection of two single storey outbuildings and installation of cobbled surface to forecourt. 21/01229/LBC. **Objection**

- 5.1.5 **1 Keble Drive.** Two storey side extension and boundary fence to replace hedge. 21/01163/FUL. **No Objection** - to the building work but the Parish Council is greatly concerned that there appears to be a trend in the village for removing natural hedges and replacing them with wooden fences thus destroying all eco habitats: this is another such application.
- 5.1.6 **Cherry Garth, 50 Main Street.** Conversion of outbuilding to living accommodation, two storey link extension, two storey rear extension, dormers to front and rear and alternations to doors and windows and erection of glass house and loggia. 21/01221/FUL. **No Objection**
- 5.1.7 **Dengarie, 22 Myrtle Avenue.** Variation of condition three (matching materials) of permitted application 20/01599/FUL to allow for grey aluminium style windows and doors. 21/01226/FUL. **No Objection**
- 5.1.8 **The Chantry, Chantry Lane.** Erection of single storey rear extension to Magnolia Cottage after demolition of existing rear extension and associated external landscaping; glazed link between existing office and proposed extension to provide access; and reinstatement of tennis court, including fencing and store. 21/01134/LBC. **No Objection**
- 5.1.9 **The Chantry, Chantry Lane.** Internal and external alterations including erection of single storey rear extension to Magnolia Cottage after demolition of existing rear extension and associated external landscaping; glazed link between existing office and proposed extension to provide access; internal works to existing outbuildings; and reinstatement of tennis court, including fencing and store. 21/01135/LBC. **No Objection**
- 5.1.10 **38 Church Lane.** Two storey front gable extension, two storey front extensions with dormers to first floor, two storey side extension and single storey rear extension, bay window to front, replacement roof, and seven rooflights to rear following demolition of conservatory and side projection. 21/01240/FUL. **No Objection**

Under this heading Cllr. Mrs Conley reported the following planning application:

The Parish Council received no notification from the City Council of this application - East of Allotments, Acaster Lane. Erection of agricultural building. 21/01201/ AGNOT. **Objection.**

The Parish Council is objecting to this application for the following reasons:

- The building has a planned height of 8.5m, which is excessive for the stated purpose and the situation.
- The building, in its revised location, is on Bishopthorpe Ings - the flood plain. This is an inappropriate location for storing hay.
- The access to the track that leads to the field is narrow and is in an area of Acaster Lane that is full of parked cars in the daytime.

- Agricultural machinery, when accessing this gate, causes many issues including encountering great difficulties in turning into and out of the narrow gateway. This causes traffic delays on a narrow bus route, together with congestion, noise and pollution. Farm vehicles that have accessed this track in the past have had to drive on the pavement.
- This building will be visually obtrusive and will have a negative impact for the local residents.

In conclusion Cllr. Mrs Conley informed the meeting that she has contacted both the City Council and Cllr. Galvin to request that all future applications of this nature are referred to the Parish Council for consultation.

- 4.5.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **Northcote, 31 Sim Balk Lane.** Dormer to rear. 21/000662/FUL. **No Objection** Approved
- 5.2.2 **Pickersgill Consultancy and Planning, Garth Mews, Sim Balk Lane.** Internal alterations associated with change of use from offices (use Class E) to dwelling (C3), including removal and construction of internal walls, installation of secondary glazing and render to rear. 21/00463/LBC. **No Objection** Approved
- 5.2.3 **Pickersgill Consultancy and Planning, Garth Mews, Sim Balk Lane.** Change of use from offices (use Class E) to dwelling (use Class C3) and render to rear. 21/00464/LBC. **No Objection** Approved
- 5.2.4 **13 Bridge Road.** Two storey side extension, single storey front and rear extensions and dormer to rear following demolition of garage and conservatory. 21/00663/FUL. **Objection** Approved
- 5.3 Large Householder Extension Notifications
- 5.3.1 None
- 5.4 Other Planning Matters
- 5.4.1 *Public Footpath Acaster Malbis 9 and Public Footpath Bishopthorpe 3 Modification Order 2019* – Nothing to report.
- 5.4.2 *Exemption from requiring consent for works to fell one Ash tree in the garden of 13 Main Street, Bishopthorpe* – tree works in conservation area. Noted.

Under this heading the Chairman included the following two items:

- *Letters / emails between St Andrew's Trust and the Environment Agency* – (The Parish Council is copied in on correspondence between these two bodies) – Noted.
- *City of York Local Plan Proposed Modifications and Evidence Base Consultation (2021)* – Noted.

21/106 6 **Services**6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – Cllr Mrs Thornton reported that she recently met with the Caretaker and they agreed that it would be good idea to create a Village Hall Newsletter for all user groups. **Action Cllr Mrs Thornton**
The Hiring Agreement was last changed in 2009 and is due an update. Cllr Mrs Thornton agreed to look at the document. **Action Cllr Mrs Thornton**

It was confirmed that there will be no increases in hiring charges for the next financial year.

- 6.1.2 *Heating Overhaul* – Three local, non-commercial, heating contractors were asked to provide quotes and all three failed to attend a site meeting to assess the job. Cllr Mrs Thornton confirmed that she will now seek a commercial quote. **Action Cllr Mrs Thornton**

- 6.1.3 *Wi-Fi Installation* - Before the meeting, by email, Cllr. George circulated a quote from York Wi-Fi solutions to all Councillors. The Company recommends their ‘simple quote’ of £1,000 set up fee, followed by a £23 p/month running cost for line rental. Cllr. George offered to maintain the facility thereby removing the ongoing charge for management costs.

It was agreed that this quote would be accepted. However, before asking York Wi-Fi Solutions to begin work, the Parish Council will conduct a review of current regular users to see whether they require internet connection.

External Wall Repairs - Cllr. Harrison commented that the rear facing hall wall needs re-pointing. Cllr. Mrs Green offered to ask local builder, Simon Sykes, for a quote. **Action Cllr Mrs Green**

6.2 Sports and Leisure Management Committee

- 6.2.1 *Management Committee Report* – The Committee met with all Pavilion users on the 21st June where the following items were discussed:

- Playgroup need to increase their intake of children for September: they currently only have eight children booked. Vacancies will be advertised.
- The Cricket team need to attract new players but as they don't have a resident qualified coach, they can't accept children as members. Any application for junior membership is referred to Bolton Percy Cricket Club and as a consequence Bishopthorpe Cricket Club is suffering from declining membership. It is hoped that once the coronavirus restrictions are fully lifted cricket teas can resume after the 19th July.
- Going forward into the new football season, the White Rose football team will only use the Sports Pavilion on Saturday mornings for junior coaching and Sunday morning for matches. The majority of coaching / matches in the new season will be held at their new facility on Sim Balk Lane.
- There is a misunderstanding regarding the precept invoice requested by the Parish Council which remains unpaid. Cllr Nicholls offered to investigate.

- All three users would like to see the plans for a building refurbishment re-visited, with a shower in each changing room and an additional room for cricket teas. Cllr Nicholls suggested that it may future-proof the building to incorporate a room that could be hired out to businesses for meetings.
- The Local Ward Committee has donated funds to the Cricket Club to buy new side screens. Cllr Nicholls suggested that they may wish to consider renting out the Acaster Lane side of the boards for advertising purposes, which could raise funds for the Club.
- The Clerk was asked to contact Jonathan Short of Ainsty Landscape and Lawncare to cut the weeds around the Sports Pavilion. **Action Clerk.**
- A resident from Myrtle Avenue is worried about the mole hills on the cricket ground, which are just on the other side of her property: she is concerned that they will come into her garden. Cllr Nicholls offered to investigate.

6.3 Finance Committee

6.3.1 *Committee Report* – Nothing to report.

Cllr. Harrison suggested that the annual Zoom subscription could now be cancelled as the Parish Council will meet face to face for all future meetings following the easing of coronavirus restrictions.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Cllr. Jemison contacted York Marine Services to request that the gate on the riverbank is closed and locked.

6.4.2 *Sale / lease of land – car park to York Marine Services* – Nothing new to report.

6.4.3 *Sale of land to 6 Ferry Cottage* – The sale is ongoing with the documents currently with respective Solicitors.

Under this heading Cllr. Harrison reported that he received an email from a resident, Chris Burton, questioning the Chairman's Link Magazine entry relating to the sale of land and requesting "*clarity as to where this land is, as the entry was somewhat vague, and if the land is to be sold, wether [sic] it deserves further consultation with the parishioners prior to its disposal*".

Cllr. Harrison assured the parishioner that all decisions taken by the Parish Council consider the wider impact on the village as a whole to ensure that village life is both preserved and improved. During the pandemic the Parish Council was forced to hold monthly meetings virtually but these did not in any way preclude involvement from the public. Cllr. Harrison pointed out the sale of the land was first discussed at a Parish Council meeting in April 2020. The minutes reported that a plot of land and associated mooring lease at the bottom of Ferry Lane had been completed and the first year's rent received. Further details of future sales/leases were fully documented in the minutes of September 2020, January 2021, February 2021 and April 2021.

A full set of minutes are posted on the Bishopthorpe Community and Bishopthorpe Parish Council Facebook Pages and also on the Bishopthorpe.Net

website following every monthly meeting. A paper copy is also maintained in the Bishopthorpe Library. The Parish Council believe that the sale/lease of land is within the public interest and is conducting all proceedings with full transparency.

Any parishioner wishing to discuss the matter is very welcome to join a future Parish Council meeting - details of the dates of upcoming meetings are displayed on the Village Hall notice board.

- 6.4.4 *Email from B Rowntree – camping in Field 84* – A tent was spotted in Field 84 by Mrs Rowntree and reported to the Parish Council. The Parish Council asked York Marine Services to remove the tent from the field as it contravenes the terms of the lease. The owner, Mr Mandy, denied any knowledge of the camper and assured the Parish Council that no one will be allowed to use the field for this purpose in future.

6.5 Youth Support and Children’s Recreation

- 6.5.1 *Monthly Park inspection update* – Cllr. Mrs Gajewicz reported no problems with the park inspection during the last month – the inspection kit was passed to Cllr. Harrison for the upcoming month.

By email received before the meeting, Cllr. Grabowski confirmed that he is liaising with Playdale to ensure he attends with the Inspector for the annual playground inspection in August.

6.6 Allotments

- 6.6.1 *Monthly report* – Before the meeting by email, Cllr. George reported that one person has been added to the waiting list.

- 6.6.2 *Memorial Bench* – There is no update on the memorial bench.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 *Monthly report* – Cllr. Mrs Green reported that she has been in discussion with the user groups and is encouraging them to come back to Vernon House as all measures are in place to host safe meetings in compliance with coronavirus restrictions. So far, only the weekly sketching group is keen to resume activities.

Cllr. Harrison reported that following the bi-annual fire inspection, Advance Fire Services confirmed that the building has the required number of fire extinguishers.

- 6.7.1 *Monthly Report* – It was agreed that if the building had Wi-Fi installed it would become more marketable as a meeting venue. Cllr. George will be asked to pursue the quote he obtained for installation at a cost of £10 and £35 p/month rental charge.

6.8 Web Page Management

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

- 6.8.2 *Web Site Management* – Cllr. Mrs Conley reported that a new Parish Council website is under construction and that various new email addresses will be available to Parish Councillors once it is complete.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – The village library continues to operate following strict coronavirus restrictions but it is looking forward to the day when story telling for the youngsters can resume.

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Cllr. Mrs Conley reported the following items -

Parking on the pavement became illegal in London in 1974. Elsewhere, the Highway Code states that it's only illegal if a police officer decides that it's an obstruction – for example it causes problems for the partially sighted and for people with pushchairs and wheelchairs that have to walk into traffic. The law could be about to change as there are plans to make it illegal all over the UK.

St Nick's has been busy preparing for the Environment Centre reopening to visitors on a weekly basis but has taken the difficult decision to postpone it again until after all the Covid restrictions are lifted.

St Nicks is joining forces with York Community Energy to start providing free energy advice to vulnerable households. Supported by Yorkshire Energy Doctor, they'll be working with local support organisations such as Age UK York, Citizens Advice York, York Carers Centre and Wilberforce Trust.

York Environment Week is planned for 18-26 September. The theme for this year is “Tackling Climate Change”.

Askham Bog is full of Yellow Irises, Ragged Robin plants and Wild Roses. Children from Rufforth Primary School recently helped to sow wildflower seeds at the York Community Woodland site after producing winning designs showing how the wood-meadow that will be created there might look in the future.

In 2019, City of York Council announced a **climate emergency** and set a target for York to be a net-zero carbon city by 2030. The council recently secured planning permission to build thirty-four low energy ‘Passivhaus’ homes on the former Duncombe Barracks site as part of what will eventually become one of the UK’s largest net zero carbon housing development programmes. Work will start on site by the end of 2021.

Schools News: A partnership between a local community organisation and a national social enterprise is offering local schools the opportunity to install solar panels, potentially saving them their electricity bills, at no cost to the school.

A reminder to leave out water and bird food for birds, and cat biscuits for hedgehogs was issued in conclusion.

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 reported that the orchard is covered in wildflowers (that were planted by Playgroup in 2020). The project is considering planting a heritage pear tree in the early autumn.

21/107 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	265.00
Monthly direct debit to E-On Village Hall Electricity	103.43
Monthly direct debit to E-On Village Hall Gas	159.00
The Renewable Energy Co. Vernon House Electricity	56.03

Total Amount paid	£583.46
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7.1.2 **On-Line Banking payments**

Amounts paid

Clerk's Salary	700.00
Clerk's Expenses- <i>(Postage – special delivery Audited Accounts £6.85, Ink cartridges: colour £24.39, Black £26.79, Stationery £9.90)</i>	67.93
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	0.00
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	0.00
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	84.00
Rebecca Clark – Play Area Gate locking 6 months (paid 28/5)	507.00
Andrew's Garden Services – Lawn (Play Area) cutting (paid 28/5)	240.00
Sports Turf Services – Grass cuts Ferry Lane sports field	134.40
Cloud Next Ltd – Hosting web page cost	95.98
Cloud Next Ltd – . gov.uk domain cost	132.00
Ainsty Lawncare and Landscapes – Sports ground grass cuts (18-3 to 27/5)	680.00
RVT Landlord services – repairs to Village Hall toilet	50.00
Advance Fire – annual inspection Village Hall	83.40
Advance Fire – annual inspection Sports Pavilion	48.30
Advance Fire – annual inspection Vernon House	59.40
Cancellation refund of children's party in Village Hall – Karen Duffy	55.00

On-line payment total	3,744.91
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Payment Total	£4,328.37
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7.2 Income Receipts

Village Hall rental income:

Bacs payment – S Allen, Black Cats Pilates (19/5)	25.00
Bacs payment – S Allen, Black Cats Pilates (26/5)	25.00
Bacs payment – S Allen, Black Cats Pilates (2/6)	25.00
Bacs payment – S Allen, Black Cats Pilates (9/6)	25.00
Bacs payment – Sampson Fitness – sports field for fitness sessions (1/6)	36.00

Bacs payment- York Marine Services rental (17/5)	4,100.00
Bacs payment – Sue Coates, slimming world (24/5)	65.00
Bacs payment – Sue Coates, slimming world (7/6)	65.00
Bacs payment – Sue Coates, slimming world (11/6)	65.00
Cheque – Bishopthorpe Cricket Club annual precept	250.00
Cheque – SM Smith, Let’s Dance (28/5)	595.00
Cheque – Use of Village Hall by City Council for Police Commissioner election	175.00

Income Total	£5,451.00
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Approval of financial transactions proposed by Cllr Mrs Thornton and seconded by Cllr. Mrs Gajewicz. Carried Unanimously.

- 21/108 8 **School Governors**
- 8.1 *Infants School* – Before the meeting by email, Cllr. Grabowski reported that he contacted the school to make enquiries about which games the children prefer when they play on the tarmac. It is the intention of the Parish Council to replicate these on the tarmac surface in Keble Park play area.
- Mrs Fox, the Headteacher, is stepping away from the school at the end of term.
- 8.2 *Junior School* – The ‘ticket-only’ leaving party for the headteacher has been delayed to comply with coronavirus restrictions.
- 21/109 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
- 9.1 *Committee Report* – Cllr Mrs Thornton contacted the schools to arrange for a letter to be sent to all parents to promote the Award. The closing date is early July in order that the award can be presented before the end of term.
- 21/110 10 **Pinfold**
- 10.1 *Committee Report* – Simon Sykes Builders has repaired the damage to the corner wall of the pinfold.
- 21/111 11 **Sensory Garden**
- 11.1 *Committee Report* – Nothing to report.
- 11.2 *Mosaic repairs* – Nothing to report.
- 11.3 *Mosaic replacement feature* – It was agreed that the cobbles surrounding the water feature stone will be removed and Brunswick Organic Nursery will be asked to plant around the area. The stone feature will be retained.
- 21/112 12 **Police Liaison**
- 12.1 *North Yorkshire Police Force* – Nothing to report.
- 21/113 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – Nothing to report.
- 13.2 *North Yorkshire Police, Fire and Crime Panel seeking independent co-opted members* – Noted.
- 13.3 *White Rose update* – Noted.

13.4 *The Queen's Platinum Jubilee, Beacons 2nd June 2022* – Noted.

21/114 14 **Highway Matters**

14.1 None

21/115 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 None

21/116 16 **Ward Committee**

Ward Committee update report from Ward Councillor Cllr. Galvin: No Ward update report from Ward Councillor Cllr. Galvin has been received for June.

21/117 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- None

21/118 18 **Date and time of next meeting – Tuesday, 27th July 2021**

Meeting closed at 8.07 pm