

**Minutes of the meeting held at the Village Hall on Tuesday 25<sup>th</sup> January 2011.**

The Chairman opened the meeting at 7.00pm. No other parishioners were present.

The meeting began with one minute's silence held in memory of Councillor Andrew Dunn who passed away on the 29<sup>th</sup> December 2010 following a short illness. Andrew served on Parish Council for over seven years and will be greatly missed.

Council Members Present:

Cllr. Harrison (Chair), Cllr. Mrs Thornton (Vice Chair), Cllr. Jemison, Cllr. Dale, Cllr. Mellors, Cllr. Mrs Green and Cllr. Mrs Bruce.

11/01 1 **Apologies for absence.**

Cllr. Higgins and Cllr. Watkins

11/02 2 **Declarations of Interest**

At this point Councillors are asked to declare any personal or prejudicial interests they may have in the business on this agenda: Nothing declared.

11/03 3 **Minutes of Meeting** 14<sup>th</sup> December 2010

Acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Jemison. Carried Unanimously by all who attended the meeting.

11/04 4 **Consideration of Planning Matters and recommendations of the Planning Group**4.1 Notice of Applications received

- 4.1.1 **27 Lang Road.** Single storey side and rear extension and replacement bay window to front. 10/02643/FUL. No Objection
- 4.1.2 **Field House, Middlethorpe.** Single storey rear extension following demolition of existing conservatory. 10/02781/FUL. No Objection
- 4.1.3 **4 Keble Gardens.** Two storey and single storey rear extension. 10/02782/FUL. No Objection
- 4.1.4 **5 The Courtyard.** Reduce trees in the Conservation Area. 11/00080/TCA. *Cllr. Jemison declared an interest in this item and abstained from comment and vote.* Objection
- 4.1.5 **Nursery, Moor Lane.** Erection of detached dwelling with integral garage and construction of earth mound following the demolition of an existing bungalow, glasshouse and shed. 10/02548/FUL. Application supported.
- 4.1.6 **26 Main Street.** Fell Conifer in the Conservation Area. 11/00089/TCA. No Objection
- 4.1.7 **10 Acaster Lane.** Reduce Willow by 30% to previous cut points. Tree in Tree Conservation Area. 11/00105/TCA. No Objection

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

- 4.2.1 **Halifax plc, Main Street.** Change of use from bank to dwelling (use class C3) and two-storey rear extension. External alterations including new window openings, canopy front / side, new all and railings to front. 10/02579/FUL. (**Objection**). Application withdrawn.
- 4.2.2 **27 Lang Road.** Single storey side and rear extension and replacement bay window to front. 10/02643/FUL. Approved – decision received 13<sup>th</sup> January 2011

4.3 Other Planning Matters

- 4.3.1 *Former British Sugar / Manor School site. Supplementary planning document. Consultation on future development of the former British Sugar and Manor School Sites.* – Cllr. Mellors suggested that public transport may be strained following the development of the site and he offered to contact the consultation office directly to discuss this issue. **Action Cllr. Mellors**
- 4.3.2 *York Open Planning Forum* – The Local List was one of the items under discussion at the Forum's AGM which was attended by Cllr. Mellors on the 18<sup>th</sup> January. Additional topics highlighted at the meeting were the new offices of the City Council, Localisation, the York Tear Drop Site and electronic planning.
- 4.3.3 *Update on Terry's Development* – Cllr. Mellors reported that differences between the developer and the City Council have been resolved and work is beginning with the removal of asbestos from the building.

11/05

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**Services**5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – The Committee meeting has been postponed until Monday 31<sup>st</sup> January. Peter Crooks will attend for the last time in the role of Secretary and to celebrate his retirement after many years' service, a small party will be held in the Ebor immediately following the meeting.

In anticipation of the Committee meeting, Cllr. Mrs Thornton mentioned that the Camera Club might request the installation of a projection screen, which they intend to secure to the ceiling with a padlock and chain. It was agreed that this would be against the culture of the new Village Hall and would be discouraged.

- 5.1.2 *The Charity Commission – submission of Trustee Annual Report and Accounts for year ending March 2009 – (due by 31<sup>st</sup> January 2010)* – Despite three letters sent to the Bank, the information requested has not been received to allow the completion of the 2009 accounts. Additionally, the Commission has contacted the Parish Council for submission of the 2010 accounts. Cllr. Mrs Thornton offered to go to the Bank personally to request the information. **Action Cllr. Mrs Thornton**
- 5.1.3 *Water damage to wall in the Main Hall* – The damage has been reported to the builders who have recommended an inspection after the winter months to see if defects show in the plaster elsewhere. Repairs will then be undertaken in Spring.
- Cllr. Harrison reported that the memorial stones embedded in the face of the building appear to be leaking and staining the wall. Cllr. Mrs Thornton cautioned that any remedial work would have to be carefully undertaken to ensure that it complies with planning regulations. However, it might be possible to coat the plaques with a sealant to stop them leaking and Cllr. Mrs Thornton agreed to investigate this. **Action Cllr. Mrs Thornton**
- 5.1.4 *CANNY project offer regarding Charity Commission default list* – noted
- 5.1.5 *Final Lottery Report* – Before the meeting, Cllr. Mrs Thornton circulated the final Lottery report to all Councillors by email. It was agreed the report was a fair reflection of events and that outcomes had been achieved. Particular attention was drawn to the efficient use of energy demonstrated since the redevelopment. Thanks were extended to Cllr. Mrs Thornton for all her efforts completing this report.

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – Cllr. Harrison reported that over the Christmas holiday damage was caused to the building when frozen pipes burst. The insurers were informed and repairs quickly undertaken to allow the Play Group to resume activities on the 5<sup>th</sup> January. However, a hole remains in the ceiling and Cllr. Harrison agreed to contact local contractors to supply quotes for the repair work. **Action Cllr. Harrison**

5.3 Finance Committee

- 5.3.1 *Committee Report* – Following careful analysis of the Parish Council finances, Cllr. Harrison proposed to hold the precept at the last year's level of £28,000. Seconded by Cllr. Mrs Thornton. Carried unanimously.

- 5.3.2 *Discretionary rate relief 2011/12* – Cllr. Harrison is requesting an extension for submission of this report. **Action Cllr. Harrison**

Cllr. Mellors asked the Clerk to supply details of the amounts paid to Mazars over the past few years in order that a complaint can be put forwarded to YLCA. **Action Clerk**

5.4 Field 84, Riverside and Footpaths Working Party

- 5.4.1 *Working Party Report* – The Clerk was requested to contact York Marine Services Ltd. to ask that cars are not parked on the mooring side of the river or at the bottom of Field 84. **Action Clerk**

5.5 Youth Support and Children's Recreation

- 5.5.1 *The Park, Keble Park North* – Only three volunteers remain on the key rota, which makes securing the park during the summer months unworkable. Therefore, the decision was made to advertise the job at a paid rate of £21 per week – preferably as a job share.

Play Dale undertook the annual inspection on the 14<sup>th</sup> December even though it was agreed that this would be done the week commencing 31<sup>st</sup> January: a letter from the Company confirming this is held on file. It was agreed that the invoice of £229.13 for this work would not be paid until Cllr. Harrison had contacted the company. **Action Cllr. Harrison**

Cllr. Mrs Bruce agreed to do next month's checks.

5.6 Allotments

- 5.6.1 *Monthly report* – Cllr. Harrison suggested that annual rents should be increased by a set percentage. However, the matter could not be agreed upon during the meeting and Cllr. Dale offered to undertake further investigation into pricing to present at next month's meeting. **Action Cllr. Dale**

- 5.6.2 *Removal of sheds containing asbestos* – Three quotes have been obtained for the removal of the sheds:  
Apollo Asbestos £575 + vat per shed  
Boswells Demolition £965 + vat  
Site Solutions £525 + vat for the removal of the non-hazardous material plus £265 for removal of the asbestos.

Cllr. Harrison proposed that the Apollo quote should be accepted unless the quote from Boswells could be confirmed to cover both sheds. Seconded by Cllr. Dale. Carried unanimously. Cllr. Jemison agreed to contact Boswells to confirm details of their quote. **Action Cllr. Jemison**

- 5.7 Senior Citizens Support
  - 5.7.1 *Monthly Report* – Cllr. Mrs Green confirmed that she is trying to make contact with the person in the City Council responsible for Vernon House.
  
- 5.8 Web-site Management
  - 5.8.1 *Web page* – Cllr. Higgins has offered to take up this position.
  
- 5.9 Environmental and Sustainability Issues
  - 5.9.1 *Monthly report* – Cllr. Mrs Green reported that meeting of the Environment Group is due to be scheduled for first Tuesday of the month.
  
  - 5.9.2 *Email from Sara Goodhead, Waste Strategy Officer regarding the Plastic Bag Free York Campaign* – Cllr. Harrison read out the email from Ms Goodhead and it was agreed that the Parish Council would support the idea of a ‘plastic bag free Bishopthorpe’. Cllr. Mrs Green offered to progress this initiative in conjunction with the Junior School’s aim to obtain the Healthy Schools Award.

Cllr. Mrs Green expressed her disappointment that no funding will be made available from the Ward Committee to assist in the promotion and running costs of the Recycling Day planned for January 14<sup>th</sup> 2012. A lengthy discussion then followed which questioned the Ward Committee Award allocation system but concluded with agreement that it was based on a democratic system.

11/06

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## **Financial Transactions**

### **6.1 Payments to approve**

Clerk’s Salary	567.00
Clerk’s Expenses- ( <i>photocopying £2.88, Stamps £21.26, quarterly phone calls £6.94</i> )	31.18
Clerk’s Email – AOL quarterly connection charge	29.99
Sensory Garden Christmas Tree	120.00
Cllr. Mrs Green – train expenses Scarborough Conference 8/12/10	10.10
Smiths Gore – rent for 1m ransom strip, Appleton Road Allotments	1.00
Smiths Gore – rent for Bishopthorpe Glebe sports field	125.00
Bradford City Council – Christmas tree lights	334.88
City of York Council commercial waste collection – Sports Pavilion	57.28
City of York Council commercial waste collection – Village Hall	38.19
Electrotest – inspection and test of light in Sports Pavilion	66.00
Siobhán O’Neill – cleaning Village Hall 3/12 to 31/12	126.00
Siobhán O’Neill – cleaning Sports Pavilion 3/12 to 31/12	54.00
Pipe Solutions – pipe work following burst at Sports Pavilion	260.00
Carmen Harland – Youth Award Winner’s prize	150.00
Peter Macnaughton – Youth Award Winner’s prize	150.00
Link Donation	150.00
Becky Clark – Cleaning Sports Pavilion – January	27.00
<b>Payment Total</b>	<b>£2,297.62*</b>

### **6.2 Income Receipts**

City of York Council grass cutting annual allowance	2,052.73
Play Group Autumn 2010 rent	1,448.00
Youth Badminton Group – remains of their bank account	457.68

<b>Income Total</b>	<b>£3,958.41</b>
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\*Cllr. Mrs Green declined the donation of £150 for Link magazine bringing the total payments to **£2,147.62**

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

11/07 7 **School Governors**

7.1 *Infants School* – Nothing to report

7.2 *Junior School* – Cllr. Mrs Green discussed the Healthy Schools Award under item 5.9.2

11/08 8 **Youth Awards**

8.1 *Committee Report* – The Presentation Evening, hosted on the 20<sup>th</sup> January was successful. Cllr. Harrison read out a letter of thanks from Carmen Harland, who along with Peter Macnaughton, were this year's winners.

Wooden board to be updated with the winners' names. **Action Committee**

11/09 9 **Pinfold**

9.1 *Committee Report* – No problems to report

11/10 10 **Sensory Garden**

10.1 *Committee Report* – Nothing to report.

10.2 *Water Pump repairs* –Cllr. Mrs Green confirmed that this is not a pressing issue at this time of year.

11/11 11 **Police Liaison**

11.1 *North Yorkshire Police Force* – Cllr. Mrs Green read out the following report received from PCSO Colin Martin:

Bishopthorpe Figures – 18th December 2010 to 21<sup>st</sup> January 2011

Theft

27/12/2010 – Theft of money from an address in Maple Avenue

19/01/2011 – Theft of money from an address in Maple Avenue

Burglary

13/01/2011 – House entered on Lamplugh Crescent

13/01/2011 – House entered in The Orchard

15/01/2011 – House entered on Copmanthorpe Lane 1 x Male Arrested – on Bail

15/01/2011 – House entered in The Orchard.

ASB – (None crime)

20/12/2010 – Issues with neighbours in the Coppice

27/12/2010 – Female removed from the Ebor Public House

Over all crime has dropped in Bishopthorpe from 160 crimes last year to 84. A reduction of 76 crimes, or -48%

- 11/12 12 **Local Council Association**
- 12.1 *YLCA Update* – Cllr. Mellors reported the following items:
- At a recent meeting of the Liaison Group, the Charter was finalised and will be passed out to the branches for their approval.
  - The merits of becoming a Quality Council were debated.
  - Electronic planning was discussed in detail with concerns expressed about the level of technology required to make the system work.
  - The Localisation Bill is going for its second reading in Parliament shortly.
  - The next branch meeting is scheduled for the 3<sup>rd</sup> February.
  - The Parish Council agreed to support the Charter and Cllr. Mellors will confirm this at the branch meeting.
- 12.2 *YLCA branch meeting information* – passed to Cllr. Mellors
- 11/13 13 **Highway Matters**
- 13.1 *Speeding on Bishopthorpe Road in front of the Palace* – Cllr. Harrison explained to the meeting how the City Council has proposed installing a large speed awareness sign outside the Crematorium. It was agreed that this would be a retrograde step and a ‘Welcome to Bishopthorpe’ sign would be unnecessary. There is currently a bid in for Ward Committee funding to an additional Vehicle Activated Speed sign at this location and Cllr. Mellors offered to contact the City Council to decline their offer in favour of the VAS sign. **Action Cllr. Mellors**
- 11/14 14 **Correspondence**
- 14.1 City of York not covered elsewhere
- 14.1.1 *Elvington Airfield appeal dismissal* – noted
- 14.2 Others
- 14.2.1 *YORK LINK* – the Parish Council decided that it would be beneficial to become a member of YORK LINK – an independent voluntary organisation involved in the improvement of all health and social care services in the city. Membership is free.  
**Action Clerk**
- 14.2.2 *Bishopthorpe Local History Group* – Information forwarded to the Millennium Trust.  
**Action Clerk**
- 14.2.3 *David Powell* – Cllr. Harrison explained that tree causing problems to Mr Powell and his neighbours had been cut down the day before he undertook a site visit.
- 14.2.4 *Bus Route 21* – No objections were raised to the minor re-routing of Bus 21.
- 14.2.5 *Salt Bins* – the City Council is unable to provide funding for additional salt bins in the village. The Parish Council was directed to apply to the Ward Committee.
- 11/15 15 **Ward Committee**
- Bishopthorpe In Bloom* – An email from Cllr. John Galvin was read to the meeting advising that Bishopthorpe has been entered into the flower competition for the best village flower display. It was agreed that the Village Hall will continue to have hanging baskets in the summer.
- 11/16 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Cllr. Mellors requested that any questions for the Liaison Group meeting on the 16<sup>th</sup> March should be forwarded to him in good time.
  - The annual darts match between the Parish Council and the Ebor Players will take place on Tuesday 15<sup>th</sup> February at the Ebor public house.
- 11/17 17 **Date and time of next meeting – February 22<sup>nd</sup> 2011 at 7pm in the Village Hall**