

Minutes of the meeting held at the Village Hall on Tuesday 22nd September 2009.

The Chairman opened the public meeting at 6.35 pm. Sixty-four members of the public were present together with PCSO Colin Martin and PCSO Tom Rollinson.

The public meeting was opened by Cllr. Harrison who explained that it had been called in response to an increasing amount of anti social behaviour and crime in the village, especially in Keble Park. Cllr Harrison emphasised that the Parish Council were fully aware of the problems and had already instigated plans to improve lighting in the area of the Pavilion on Ferry Lane and opened a Youth Club in the Village Hall. The Youth Club was attracting over 30 youngsters following visits by City of York Outreach Youth Workers during the last few months. However, disappointment was expressed at the lack of presence of a Senior Police Officer at the meeting but Cllr. Harrison thanked the two PCSOs for attending. Cllr Harrison said he would write to North Yorkshire Police expressing the general disappointment of residents at the lack of senior police presence at the meeting.

Displaying an A4 typed piece of paper, Cllr. Harrison described how reported crime last month was one of the highest on record for Bishopthorpe and in response to this, the Police had been invited to attend this evening's meeting.

PCSO Colin Martin addressed the meeting by describing the current Police initiatives in the village. These include increased high visibility patrols; plain clothes Police officers on the beat and under cover surveillance vehicles patrolling the streets. The increase in Police activity is in direct response to calls made by members of the public reporting crime in the village. *The floor was opened to questions:*

- Replying to a question asking if it would be beneficial to invite a Magistrate to the meeting, PCSO Colin Martin emphasised that Magistrates are bound by Law and their decisions regarding the length of a sentence cannot be swayed.
- PCSO Tom Rollinson confirmed that the Police were aware of a recent incident in School Lane where a youth was seen jumping on the bonnet of a parked car. Any witnesses to this or any other crime in the village were urged to report the matter immediately and to give a statement to the Police.
- In response to the expression of a fear of reprisal from the youths if statements are given, PCSO Colin Martin was asked to consider an alternative method of approach in the form of an Anti Social Behaviour Order (ASBO) or the involvement of Social Services with the offenders' families.
- The question of whether this is one group of youths acting across the village or two separate groups acting in specific areas was raised. PCSO Colin Martin confirmed that it is two groups of youths, one operating in Keble Park and one operating in the north of Bishopthorpe. All group members are residents of Bishopthorpe and all are known to the Police. The families of the youths have been visited by Support Services. Answering the frustration expressed by many residents that the Police have not taken action against the youths for recent crimes, PCSO Colin Martin explained that they are unable to do so without signed witness statements.
- To counteract the increasing negative feelings in the village one resident suggested a range of proactive solutions for consideration. These include gating part of the entrance / exits to the cycle path; closing off a snicket behind the garages in Keble Park, installation of CCTV and better lighting in troubled areas. A further suggestion to install a sonic noise emitter received a negative endorsement from PCSO Colin Martin.
- PCSO Tom Rollinson suggested caution before carrying out a Citizen's Arrest, which is legal in theory but may prove hazardous in practice.

Concluding the meeting, Cllr. Harrison promised that the Parish Council would take forward a number of suggestions made this evening and thanked PCSO Colin Martin and PCSO Tom Rollinson for attending.

The public meeting ended at 7.27pm.

The Parish Council moved into the upstairs room of the Village Hall to begin the September Parish Council meeting at 7.39pm

Mr Gordon Smith of Bishopthorpe Palace attended the meeting to follow up on the points he raised in the August Meeting:

Cllr. Mellors confirmed that Mr Smith's request for a new dog bin at the top of the road to the Moorings has been put forward to the Ward Committee for funding consideration.

Mr Smith stated that during the past month he has spoken with both the City Council Chief Engineer and an Environment Agency Engineer both of whom suggested that one of the causes of the floods in 2000 was a poorly maintained flat valve coupled with drainage issues. In order to prevent a similar occurrence in the future, Mr Smith explained that it would be necessary to change to a manual valve (that is activated when a warning of flooding is given) to prevent it from snagging.

Cllr. Harrison replied that he believes that the Parish Council has fully explored all possible solutions with lengthy consultations undertaken with both the City Council and the Environment Agency during the past nine years. The culvert was cleared, the flap on the valve was proved to be no longer snagging and is maintained on an annual basis. In addition, guarantees from the City Council were made to supply the village with sand, sandbags, a pump and manual labour in the event of warnings that there was a risk of the river flooding again. Assurances were given to Mr Smith that if he can make progress with either the City Council or the Environment Agency to provide alternative flood precautions he would receive the full backing of the Parish Council.

The public meeting closed at 7.57 pm

Council Members Present: -

Cllr. Harrison (Chairman), Cllr. Jemison, Cllr. Dunn, Cllr. Mrs Green, Cllr. Mrs Bruce, Cllr. Higgins, Cllr. Mellors, and Cllr. Watkins.

09/124 1 **Apologies for absence.**

Cllr. Mrs Thornton (Vice Chairman), Cllr. Dale

09/125 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.

- *No interests were declared*

09/126 3 **Minutes of Meeting 24th August 2009**

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

Cllr. Harrison reminded Councillors that page 1457 of the minutes would remain confidential until the matter regarding the dispute at Ferry Cottage is resolved fully.

- 09/127 4 **Consideration of Planning Matters and recommendations of the Planning Group**
- 4.1 Notice of Applications received
- 4.1.1 **Chestnut Cottage, Chantry Lane.** Remove larger branches and thin willow and general thin of all trees on Acaster Lane frontage, trees in Tree Conservation Area. 09/01564/TCA. No Objection
- 4.1.2 **32a Copmanthorpe Lane.** Erection of first floor pitched roof extension to create two-storey dwelling house, single storey side extension forming garage and front porch (renewal). 09/01412/FUL. Objection – overshadowing: a sunlight survey has been requested.
- 4.1.3 **Factory at Bishopthorpe Road.**
1. Demolition of the central services building 09/01612/CAC. No Objection
 2. Demolition of the Nut and Fruit Store 09/01611/LBC. No Objection
 3. Demolition of the modern additions to the Liquor Store 09/01610/LBC. No Objection
 4. Demolition of modern additions to the clock tower, bunker and boiler house building 09/01609/LBC. No Objection
 5. Selective demolition alteration and construction of new extensions at the Multi-storey Factory (MSF). 09/01608/LBC. No Objection
 6. Removal of external first floor walkway from Head Office Building. 09/01607/LBC. No Objection
- 4.1.4 **Co Operative Society, Main Street.** Two condenser units to rear of property. 09/01661/FUL. No Objection
- 4.1.5 **17 Maclagan Road.** Single storey pitched roof rear extension. 09/01602/FUL. No Objection
- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.1 **12 New Lane.** Single storey pitched roof rear extension. 09/01357/FUL. (**No Objection.**) Approved
- 4.2.2 **Co-operative Society Limited, Main Street.** Display of externally illuminated fascia sign. 09/01400/ADV. (**No Objection, comments made.**) Approved
- 4.3 Other Planning Matters
- 4.3.1 *Update on Terry's Planning Application* – Cllr. Mellors reported that the suggestion to limit traffic on Bishopthorpe Road to southbound traffic has been rejected on the basis that it would be unfair to expect Bishopthorpe residents working at the new site to make a further detour. This statement suggests that it is expected that Bishopthorpe employees will travel to work at Terrys in their vehicles and calls into question the belief declared by the City Council in the traffic assessment that Bishopthorpe employees will cycle or walk to Terrys.
- Cllr. Mellors suggested that the Parish Council should turn its attention to Church Lane and press for an increase in speed control devices to counteract the expected increase in traffic. This could be done by extending the 20-mile per hour limit over the complete length of the road together with the installation of ‘Scarborough type’ speed cushions.
- Finally, Cllr. Mellors reminded the Councillors that there would be an opportunity to challenge the Traffic Department of the City Council at the next Ward Committee meeting in October, which is to be held at Acaster Malbis.

- 4.3.2 *York Open Planning newsletter* – Cllr. Mellors reported that the Ward Planning Panels are unable to cope with the introduction of electronic planning applications, as they do not deal directly with the Planning Department.

09/128 5 **Services**

5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report – Cllr. Mrs Thornton was unable to attend tonight's meeting but had submitted an email report which Cllr. Harrison read to the meeting:*

“Cllr. Mrs Thornton wished to thank everyone who helped at the official opening of the Village Hall on Saturday 5th September – especially Tim Bruce and his new band ‘All Souled Out’ for providing the free entertainment and Shirley Burden for all her hard work during the day and evening.

A snagging list has been completed and passed to the builders and repairs should take place over the next few weeks. The major issues have been the main entrance door and the Main Hall floor (which is due to be refurbished during half term week).

Bookings are going well. The Youth Club met for the first time on the 16th September and over 35 youngsters attended.

No further claims have been made to the Big Lottery but a financial report will be prepared for the next PC meeting.

A full set of keys has now been passed to the Clerk along with a list of key-holders.”

- 5.1.2 *Update on Refurbishment* – From Cllr. Mrs Thornton's report Cllr. Harrison explained that quotes have been arranged for the following items:

“**New stage blacks (wings)** – these were badly damaged during the refurbishment and are beyond use. The damage occurred because the pump under the stage was switched off and caused a large quantity of water to flood under the stage. This was accidental damage and a claim will be made against the Insurance Policy. **Action Clerk.**

Heat Exchange System for the Main Hall –There is no natural ventilation in the main hall and Dave King and MDA have been approached to put together a price/design for a heat exchange system which will draw hot air out of the room when air quality reduces. Broad estimates are likely to be around £2,000.

Altering the way the main hall door open – the original design changed these to open inwards. The builders have been asked to quote for putting them back to how they were before, which is the preferred option for users. These currently comply with fire regulations because there are at least two other exits from the main hall.”

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report – Cllr. Mrs Thornton was unable to attend tonight's meeting but had submitted an email report which Cllr. Harrison read to the meeting:*

“No recent Committee meeting, however the following points need attention:

Vandalism –There has been no attempt to vandalise the Pavilion, although damage has occurred to the football pitches and playgroup equipment.

Cllr. Mrs Thornton has requested a quote from Dave King for lights that operate automatically to light up the car park area where playgroup has their shed. This may deter the worst of the vandalism, as individuals will be more visible.

Internal upgrade of heating/lighting/electrics - Playgroup need to install hot water in the kitchen and there are plans to use one of the spare water heaters from the Village Hall. However, there are no spare fuses to install this.

It is recommended that the Parish Council consider the following major upgrades to the building:

- Installation of a new consumer unit with RCDs to replace the existing fuses. Until this is done the heating or lighting cannot be upgraded.
- Installation of a new heating system replacing all existing heaters with a more efficient and safe system. This would include ceiling mounted heaters to free up wall space and reduce hazards in the main room and replacing radiant heaters in the showers and referees room with safer equipment.
- A new lighting system – the chandeliers are not safe, hygienic or easy to change light bulbs. Dave King has suggested using the stock of lights from the village hall to put in ceiling mounted recessed fittings. However, there will be some residual damage to the ceilings with the new fittings, as they cannot be situated in the same place as the existing ones.
- A new water heater in the kitchen – the new consumer unit will allow installation of a new water heater.”

Cllr. Harrison presented the quotation from Dave King for this work and it was decided that two further quotes should be obtained. **Action Cllr. Harrison**

In order to complete the work it was suggested that the Parish Council might lend the Sports and Leisure Committee funds in the form of an informal loan. This matter will be discussed fully in future Parish Council meetings.

“New Cricket Pavilion

Cllr. Mrs Thornton has been in touch with two design/build companies who are due to visit in the next month to look at designs for a new pavilion. The cricket team are fund raising but they cannot move forward with the project until planning permission is granted. (City Of York Council has indicated that the Parish Council would get permission for a new pavilion to replace the existing score box.)

New secretary needed

Fiona Swann is moving out of the village and will not be able to be secretary to the committee anymore. If anyone knows somebody who would like to undertake this role please can they contact Cllr. Mrs Thornton.”

5.2.2 *Change of use – planning application* –Details of an outline letter were passed to the Clerk to send with the Planning Application. **Action Clerk**

In addition, it was confirmed that Smiths Gore (as Agents to the Church Commissioners) would be advised of the Parish Council’s actions. **Action Clerk**

- 5.2.3 *Ferry Cottage* – Under Section (2) of the 1960 Public Bodies (Admission to Meetings) Act, discussions under Agenda Item 5.2.4, Ferry Cottage, will exclude members of the public due to the confidential nature of the business to be transacted. The minutes will also remain confidential until the matter under discussion is resolved.

Cllr. Harrison reported no recent developments.

5.3 Finance Committee

- 5.3.1 *Committee Report* – Cllr. Harrison reported that the external auditors have confirmed that the Parish Council's annual return for 2009 is in accordance with the Audit Commission's requirements. No matters have come to their attention giving cause for concern. All relevant legislation and requirements have been met.

- 5.3.2 *Loans to Parish Councils* – The Clerk and the Chairman signed the loan application during the meeting. This will be forwarded to the Public Work Loans Board to request a loan for the play area. **Action Cllr. Harrison**

5.4 Field 84, Riverside and Footpaths Working Party

- 5.4.1 *Working Party Report* – Cllr. Jemison reported that York Marine Services Ltd. have installed the fishing platform as originally agreed. In addition, Cllr. Jemison confirmed that discussions have been held with Mr Mandy regarding the state of Field 84.

5.5 Youth Support and Children's Recreation

- 5.5.1 *The Park, Keble Park North* – The tender process is now closed and Cllr. Mrs Bruce confirmed that letters have been sent to the unsuccessful applicants. Following careful consideration of all the tenders, Cllr. Harrison proposed that Playdale should be awarded the contract to construct the new play area in Keble Park. Seconded by Cllr. Mrs Bruce. Carried Unanimously

Cllr. Harrison thanked Cllr. Mrs Bruce for her hard work getting the project to this stage.

- 5.5.2 *Youth Recreation* – Cllr. Mrs Bruce reported that in excess of 35 youngsters attended the first meeting of the new Youth Club in the Village Hall. The organisers (originally from the Urbie project) were thrilled with the response but cautioned that it is usual for numbers to decline in the first few weeks.

5.6 Allotments

- 5.6.1 *Monthly Report* – Cllr. Harrison reported that Cllr. Dale is currently in the middle of re-numbering the allotments. The Clerk confirmed that the rental invoices have been issued with payment requested by the 1st October.

5.7 Senior Citizens Support

- 5.7.1 *Monthly Report* – Cllr. Mrs Green advised that she is unable to attend the AGM of Vernon House, which is scheduled for a Wednesday in October. In order that another Councillor may attend this meeting, Cllr. Mrs Green agreed to email the date and time to everyone. **Action Cllr. Mrs Green**

5.8 Web-site Management

- 5.8.1 *Web page update* – Cllr. Harrison reported that the Parish Council's minutes are on the web page. Discussions are planned with Tim Bruce to move the matter forward.

5.9 Environmental and Sustainability Issues

5.9.1 *Monthly report* – Cllr. Mrs Green reported that she would attend a waste strategy management seminar in November. The next Environment Forum is due to take place in October.

A ‘Green Day’ is planned to take place in the Village Hall during January 2010 when it will be possible to re-cycle unwanted Christmas gifts. In addition Cllr. Mrs Green intends to invite the villagers who recycle other items such foil, stamps, ink cartridges etc.

09/129

6

Financial Transactions

6.1 Payments to approve

Clerk’s Salary	476.00
Clerk’s Expenses- (<i>photocopying £2.00, stamps £14.40</i>)	16.40
Postal Expenses – Cllr. Mrs Thornton	16.20
Donation to Bishopthorpe History Group for village leaflets	151.00
Donation to Bishopthorpe United for pitch improvements	600.00
George Ellis – Hedge cutting	50.00
Mazars – External audit work on behalf of the Audit Commission	327.75
Books – Local Council Administration 8 th Edition	63.75
The Parish Councillors Guide 14 th Edition	13.78
Village Hall – National Non Domestic Rate Adjustment	291.40
Smiths Gore – rental for Glebe	250.00
Yorkshire Water – Sports Pavilion revised bill	24.79
Ian Jemison Engineering – supply of locks & fixing village signs	81.00
Burn & Co – Professional Fees, Ferry Lane	460.00

Payment Total	£2,822.07
----------------------	------------------

H Watson & Son Fifth interim valuation	35,661.86
Furniture & Fittings – Lascal Kiddy Guard	69.99
Furniture & Fittings – Herbert Todd & Son	351.00
Art and About – Community Mural	3,400.00
More Computers – Lumens Projector	583.19
Abbey Signs & Engravers – 2 signs	12.00
Whiteleys French Polishers – Village Hall floor	3,450.00
BespokeMirrors.com – Black 2 inch mirror	246.21
IKEA – Furniture & fittings various	82.82
MDA Design Associates fee	690.00
James Brindley – curtains and blinds and accessories	6,438.05
I Cube Solutions Ltd – construction fees	251.50
Textile Town – Polycotton table runners	112.30
Tesco – Furniture, fittings and other (publicity)	147.59

Refurbishment Payment Total	£51,496.51
------------------------------------	-------------------

Grand Total to be debited this month	£54,318.58
---	-------------------

6.2	<u>Income Receipts</u>	
	Big Lottery – Claim 05	45,238.49
	Village Hall – Yorkshire Water	19.80
	Village Hall – Npower	81.56
	Income Total	£45,339.85

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

- 09/130 7 **School Governors**
- 7.1 *Infants School* – Nothing to report
- 7.2 *Junior School* – Cllr. Mrs Green reported that the School is due to be re-assessed for the Healthy Schools Award in November. However, in order to retain the status the School has to achieve even higher standards which some consider unfair.
- 09/131 8 **Millennium Trust**
- 8.1 Youth Awards
- 8.1.1 *Sub Committee Report* – Cllr. Mrs Bruce produced a number of posters for distribution, which have been designed and printed for the Parish Council by Tim Bruce. Cllr. Harrison thanked Mr Bruce for doing this. It was agreed that the Clerk should approach John Bettridge to ask if he would be prepared to judge the competition. **Action Clerk**
- 8.2 Pinfold
- 8.2.1 *Sub Committee Report* – Cllr. Mrs Green stated that there is nothing to report on the Pinfold.
- 8.3 Sensory Garden
- 8.3.1 *Update* – It was previously decided to keep the Garden locked to deter the youths congregating there after dark. However following a brief discussion it was agreed that the Garden will be unlocked during daylight hours and locked again at twilight. In order to achieve this, Cllr. Watkins suggested that he approach Linda Mercer to ask if she is willing to undertake the task. It was agreed that the original honorium of £5 per week would be offered to Mrs Mercer with the first half yearly payment of £130 being made at the end of March 2010.
- 09/132 9 **Police Liaison**
- 9.1 *North Yorkshire Police Force* – Report from PCSO Colin Martin received following the meeting:
- Bishopthorpe figures**
- 23rd August 2009 – 19th September 2009
- Criminal Damage**
- 26/08 – Damage to solar lights at the caretakers cottage
04/09 – Damage to van in the Orchard
05/09 – Damage to Wendy house at pre school on Ferry lane
13/09 – Further damage to Wendy house at pre school on Ferry lane
17/09 – Damage to garage doors

Arson

24/08 – Hay bales set alight on Sim Balk Lane - **1 Arrested**

19/09 - Car burning in Keble Park North – cause unsure at this time, investigations still under way.

Theft

27/08 – Theft of cheques by son from Temple Road

Burglary Other

09/09 – Shed entered on Garbett Way, lead taken

Burglary Dwelling

17/09 – Car and other items taken by son from Temple Road

Attempt Commercial Burglary

19/09 – The rear door was tried at The Chip Inn

ASB – (None crime)

24/08 – Youths on wall in Appleton Court

29/08 – Youths on a quad bike in Keble Park North

29/08 – Youths on a quad bike in Lamplugh Crescent.

02/09 – Youths being rowdy in Copmanthorpe Lane x2

03/09 – Youths being rowdy at the Co-op

02/09 – Youths on mopeds on Copmanthorpe Lane

11/09 – Youths being rowdy at the Co-op

Following on from the Public Meeting earlier this evening, it was agreed that the following actions should be investigated by the Parish Council:

1. Gates should be placed at the entrance to the cycle path from Keble Park. Cllr. Mrs Green agreed to explore this idea with local metal workers. **Action Cllr. Mrs Green**
2. Cllr. Higgins suggested that brighter street lighting may prove a deterrent in the areas where there is trouble and agreed to investigate the installation process. **Action Cllr. Harrison**
3. Cllr. Harrison agreed to look into the cost of mobile CCTV and Cllr. Jemison suggested that the Parish Council might be wise to purchase, rather than rent, this type of equipment. Cllr. Mellors and Cllr. Jemison agreed to follow this up. **Action Cllr. Mellors and Cllr. Jemison**
4. Cllr. Higgins further agreed to enquire about sonic deterrents. **Action Cllr. Higgins**

- 09/133 10 **Local Council Association**
- 10.1 *York Voluntary Voice* – Cllr. Harrison reported that there may be a funding source to finance anti social behaviour deterrents and agreed to follow this up. **Action Cllr. Harrison**
- 10.2 *CPRE - Fieldwork magazine* – Information passed to Cllr. Mrs Green
- 10.3 *YLCA – Branch meeting notification: Thursday 1st October at The Folk Hall, New Earswick 7.30pm* – Cllr. Mellors agreed to attend this meeting on behalf of Bishopthorpe Parish Council and also reported that the Liaison Group have met and were disappointed that their letter stating that the proposed charter was not acceptable has not received an answer.
- 09/134 11 **Highway Matters**
- 11.1 Cllr. Jemison reported that the trees on Bishopthorpe Road have been pruned as requested but the ones near Middlethorpe Hall are still causing a problem.
- 09/135 12 **Correspondence**
- 12.1 City of York not covered elsewhere
- 12.1.1 None
- 12.2 Others
- 12.2.1 None
- 09/136 13 **Ward Committee**
- Cllr. Mellors confirmed that the request for a new dog bin for private path to the Moorings has been submitted to the Ward Committee.
- The next meeting is in October at Acaster Malbis where a representative from the City Council Traffic Department will be present to answer questions on the Terrys Development.
- 09/137 14 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Cllr. Harrison reported that on Sunday 4th October Brunswick Organic Nursery is holding a sponsored bike ride and walk in support of the Lord Mayor's Charities. The event starts at 11am from Brunswick Nursery with the route along the cycle path for 6 or 12 miles. Full details are available from the Nursery
 - Cllr. Mrs Green reported that in her opinion ‘Car Free’ Day in York was a success.
 - Cllr. Mellors wished to pass on numerous compliments from villagers about the refurbished village hall.
 - Cllr. Mrs Bruce commented that the Appleton Road metal sign is missing from the road and asked the Clerk to contact the City Council to request a new one. **Action Clerk**
- 09/138 15 **Date and time of next meeting next Parish Council meeting Tuesday 27th October 2009** at 7.00pm in the Village Hall

Meeting closed at 9.16 pm.