

**Minutes of the meeting held at the Village Hall on Tuesday 27<sup>th</sup> October 2009.**

*Six Acaster Lane allotment holders who wished to discuss the recent incident when cattle escaped from an adjoining field into the allotment plots, attended the meeting:*

Mrs Yvonne Styan of Ramsey Avenue explained how the cattle broke out of their field on Friday 16<sup>th</sup> October and rampaged through a number of plots, eating the produce and destroying fencing. Her own plot was not badly damaged but many others were and she asked if the Parish Council could help those people.

Mr Bob Hirst of De Grey Place explained that how the cattle were periodically breaking into the site over the weekend. He suggested that in order to protect the site better in future, a new railed fence and a 5 bar gate (bordering Acaster Lane) should be installed.

Mr David and Mr Simon Wright of Temple Road described how their plot was badly damaged and enquired if the Parish Council had contacted the owner of the cattle and if he had accepted liability.

Mrs Penny Jubb, not a Bishopthorpe resident, reported how she had been working on her son's allotment plot when the cattle broke free. She stated that no one from Animal Welfare (or the Police) attended the site as promised by the City Council. She also commented that the area at the bottom of the site is becoming a hazard as some allotment holders are abusing their allotment agreement by dumping non-compostable waste. She asked if the site could be cleared and turned into another plot.

Cllr. Harrison thanked the allotment deputation for attending and explained that the Parish Council reacted quickly to the situation when the cattle escaped during the evening of Friday 16<sup>th</sup> October. The Clerk immediately contacted the City Council who promised that an Animal Welfare Officer and the Police would attend the scene. It is now evident that these organisations did not visit the site at all during the weekend and it was agreed that a letter would be sent to the City Council to ask why. **Action Cllr. Dale.**

Parish Cllr. Dale did respond to the incident, visited the site and drove the cattle back into their field. He also returned on Saturday to assess the extent of the damage in daylight. After extensive enquiries the Parish Council Clerk contacted the Land Agent and obtained the identity of the owner of the field and it is understood that the farmer has accepted liability.

In conclusion, Cllr. Harrison requested that the holders with damaged plots submit a quantified compensation claim via the Clerk who would forward this to the Land Agent, Stephenson's. The Parish Council will also be submitting a claim for damage to the fence and Stephenson's have agreed to act as liaison between all claimants and the farmer. The Clerk was requested to issue a letter to all plot holders at this site to explain the situation and request submission of compensation claims by the 20<sup>th</sup> November. **Action Clerk.**

Additionally, it was agreed that Brunswick would be approached to see if they would be willing to clear the site at the bottom of the area to create a new plot. **Action Clerk**

The public meeting closed at 7.16 pm

Council Members Present: -

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

09/140 1 **Apologies for absence.**  
None

09/141 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.

- *None*

09/142 3 **Minutes of Meeting 22<sup>nd</sup> September 2009**

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

09/143 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

- 4.1.1 **Site to rear of 14 Copmanthorpe Lane.** Single storey dwelling with rooms in roof to rear of 14 Copmanthorpe Lane. 09/00819/FUL. Objection.
- 4.1.2 **The Woodman Public House.** Decking area to front (retrospective). 09/01594/FUL. No Objection, conditions attached.
- 4.1.3 **12 Coda Avenue.** Single storey pitched roof rear extension. 09/01741/FUL. No Objection

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

- 4.2.1 **29 Maclagan Road.** Erection of detached two storey dwelling to side. 09/01352/FUL. (**No Objection**). Approved
- 4.2.2 **The Firs, 38 Main Street.** Single storey pitched roof log cabin to rear following demolition of existing shed. 09/01289/FUL. (**No Objection, comments made**). Approved
- 4.2.3 **25 Lamplugh Crescent.** Two storey pitched roof side extension and single storey pitched roof rear extension (resubmission). 09/01332/FUL. (**No Objection**). Approved
- 4.2.4 **1 Coggan Way.** Conservatory to rear. 09/01451/FUL. (**No Objection**) Approved
- 4.2.5 **York Marine Services Ltd. Ferry Lane.** Demolition of buildings within the conservation area. 09/01449/CAC. (**No Objection**). Approved
- 4.2.6 **York Marine Services Ltd. Ferry Lane.** Replacement of restaurant, workshop / office and toilet block after demolition of existing buildings (resubmission). (**No Objection**). Approved
- 4.2.7 **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.**) Approved

4.3 Other Planning Matters

- 4.3.1 *Update on Terry's Planning Application* – Cllr. Mellors reported that he would submit a reply to the Planning Application on behalf of the Parish Council. This will incorporate transport issues and request the implementation of additional safety measures on Church Lane.

- 4.3.2 *York Open Planning Forum Newsletter* – The next meeting of the Forum is on the 28<sup>th</sup> October.

At this point Cllr. Mellors questioned whether the Co Operative Store might have breached its planning brief by installing two bright lights at each side of the cash machine. The Clerk was requested to contact the Planning Enforcement Officer to raise an objection. **Action Clerk**

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**Services**5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – Reporting on the meeting held on the 5<sup>th</sup> October, Cllr. Watkins informed the meeting that Jo Bewley has joined the Committee to represent the Badminton Club.

It was agreed that the Committee would install a ‘Sheffield style’ Bike Rack outside the Hall main doors, to replace the chain on the wall.

- 5.1.2 *Update on Refurbishment* – Cllr. Mrs Thornton reported that contractors are currently in the Village Hall rectifying issues raised on the snagging list.

- 5.1.3 *Valuation Office Agency notification* – Cllr. Harrison reported that a revised revaluation, for rateable purposes, is necessary following the refurbishment.

- 5.1.4 *Information from Npower regarding VAT regulations* – The Parish Council has been notified that a 5% VAT rate will be applied. No action is necessary to continue to receive this benefit.

- 5.1.5 *Quote for French polishing the hall floor* – information passed to Cllr. Mrs Thornton

- 5.1.6 *Fire & Rescue Service* – Cllr. Mrs Thornton confirmed that areas of non-compliance are to be addressed and the recommendations of the Fire Service would be implemented.

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – Reporting from the meeting held on the 26<sup>th</sup> October, Cllr. Mrs Thornton confirmed that Dennis King is updating the heating and lighting in the Pavilion. (The Committee put the job out to tender but only one of the three contractors contacted submitted a proposal.)

The Playgroup has recently won a funding award for £16,000: part of which will be used to install permanent play equipment. Cllr. Mrs Thornton reported that the Pavilion continues to be vandalised and hopes that by improving lighting in the immediate area, this action may be discouraged.

- 5.2.2 *Change of use – planning application* – Cllr. Harrison requested a copy of the deeds from the Clerk to check clauses contained in the Pavilion lease. **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 stated that there was nothing to report under this heading.

- 5.2.4 *Letter from Allianz Insurers* – Cllr. Mrs Thornton agreed to draft a ‘*Conditions of Hire*’ form before the next meeting. **Action Cllr. Mrs Thornton**
- 5.2.5 *BUFC* – The Committee was recently notified by Bishopthorpe United, of an alleged theft of articles from an away team. Bishopthorpe United immediately reported the incident to the Police and subsequently have decided to display more prominent signs requesting visiting teams to take more care with their valuables
- 5.2.6 *Letter from Smiths Gore regarding rent review* – Smiths Gore has suggested a 100% increase in rent from £250 to £500 for the cricket pitch as they had not reviewed the rent since 1998. Councillors agreed that this is unreasonable given that if the corresponding increase in inflation over the same period was utilised the rent would increase to £300. The Clerk was requested to write to Smiths Gore suggesting an increase of £50 would be acceptable. **Action Clerk**
- 5.3 Finance Committee
- 5.3.1 *Committee Report* – No recent meeting.
- 5.3.2 *Loans to Parish Councils* – A loan of £50,000 was advanced to the Parish Council by the Public Works Loans Board on the 21<sup>st</sup> October. Repayments will be made bi-annually in April and October, commencing April 2010.
- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working Party Report* – Cllr. Jemison reported that Field 84 has been cleared of rubbish and assurances given by the leaseholder that it will be kept tidy next year.
- 5.5 Youth Support and Children’s Recreation
- 5.5.1 *The Park, Keble Park North* – Playdale has confirmed that construction of the new play area will begin during either the week commencing 9<sup>th</sup> or 16<sup>th</sup> of November. Due to the current postal dispute, the Clerk agreed to pay their first instalment directly into Barclays Bank and will notify them once done. **Action Clerk.**
- Cllr. Mrs Bruce further reported the following items:
- The budget has been shaved by £188 due to reduction of planting costs.
  - A report has been made to the Ward Committee giving details of progress to date.
  - The grant application to Northern Gas Electrics for £3,000 was unsuccessful.
- Cllr. Harrison commented that the field should be contained by an improved perimeter fence, which should be completed before the official opening of the play area. It was decided that the cost of this would be taken from the play area budget but initially an approach to Playdale will be made to enquire if they will include this in the project at no or minimal additional cost to the Parish Council. **Action Cllr. Harrison**
- 5.5.2 *Youth Recreation* – Cllr. Mrs Bruce reported that numbers attending the Youth Club remain high and an extra Youth Worker had been recruited.
- 5.6 Allotments
- 5.6.1 *Monthly Report* – Cllr. Dale confirmed that he has re-numbered all the allotments and will shortly pass details to the Clerk.

5.7 Senior Citizens Support

5.7.1 *Monthly Report* – Cllr. Mrs Green was unable to attend the recent AGM of Vernon House due to other commitments. Cllr. Mellors agreed to attend in her place and reported that the group is very active and that they run their accounts at break-even.

Cllr. Mrs Green reported that at the Bowls Club AGM it was confirmed that the group were under-insured by £4,000. This is seriously hampering the re-build of the clubhouse following the arson attack by vandals and fund raising schemes are being organised. The Parish Council offered help with grant funding applications.

5.8 Web-site Management

5.8.1 *Web page update* – The webpage has been brought upto date by Cllr. Dunn. A lengthy debate ensued about the merits of establishing an independent Parish Council web site. It was concluded that before progressing this idea further, Cllr. Dunn would investigate the costs of buying a domain name and also collate a list of pro’s and con’s of owning an independent site, for the next meeting. **Action Cllr. Dunn.**

5.9 Environmental and Sustainability Issues

5.9.1 *Monthly report* – Cllr. Mrs Green agreed to attend a regional waste conference at Harrogate on behalf of Bishopthorpe Parish Council. Cllr. Harrison confirmed that travel expenses would be paid by the Parish Council for this event.

Cllr. Mrs Green also agreed to attend a Pesticides Conference on the 9<sup>th</sup> November in York.

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6 **Financial Transactions**

6.1 Payments to approve

Clerk’s Salary	476.00
Additional refurbishment work (5 Hours)	45.80
Clerk’s Expenses- ( <i>photocopying £5.52, Phone calls quarterly charge £3.14, Postal charges £1.26, stamps £16.56</i> ) Keys for Pavilion £20.85, Keys for Play Area £9.00	26.48
	34.33
AOL Email connection charge quarterly	29.97
Public Meeting Photocopy Expenses – Cllr. Mrs Green	8.00
Smiths Gore – Cricket Field rent	150.00
Smiths Gore – Acaster Lane Allotment rent	67.50
Planning Application Fee for Pavilion change of use	167.50
Commercial Waste Collection – Sports Pavilion	52.33
York Warehousing & Distribution – storage of Parish Council boxes	71.07
British Gas – Village Hall Third Quarter	90.96
Brunswick Organic Nursery – Annual maintenance contract	253.00
Brunswick Organic Nursery – Clearance of allotment plot	57.50

**Payment Total**

**£1,530.44**

**Refurbishment Payments**

Dennis King PAT Testing	56.35
James Brindley – Black out curtains	329.70
Tesco Direct – Nintendo Wii	366.78
Toys R Us – fittings	146.50
Argos – telecom lead	14.69
Alphabet Educational Supplies Ltd. – fittings	114.94
Majestic Wine Warehouse Ltd – opening party	159.80
Pextons – additional sets of keys	30.20
M&L Joinery – fittings	181.70
Inside Out Catering – opening party	1080.03
Philip Turpin – Fire extinguishers	526.00
Marquee Bar – opening party	37.50
Wallis – office furniture	305.47
York Catering Supplies – opening party	600.97

<b>Refurbishment Payment Total</b>	<b>£3,950.63</b>
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**Play Area Payments**

Deposit to Playdale	32,857.11
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<b>Play Area Payment Total</b>	<b>£32,857.11</b>
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<b>Grand Total to be debited this month</b>	<b>£38,338.18</b>
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6.2 Income Receipts

Big Lottery – Claim 06	7,519.45
Second Instalment of Precept from City Of York Council	14,000.00
Sports and Leisure Committee – Npower	275.88
Sports and Leisure Committee – Yorkshire Water	8.80
Sports and Leisure Committee – Yorkshire Water	31.39
City Of York Council – Playbuilder grant	47,000.00
Public Works Loans Authority	49,975.00

<b>Income Total</b>	<b>£118,810.52</b>
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Approval of financial transactions proposed by Cllr. Mellors and seconded by Cllr. Dale. Carried Unanimously.

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**School Governors**

7.1 *Infants School* – Nothing to report

7.2 *Junior School* – Cllr. Mrs Green confirmed that a Community Afternoon would be hosted by the School on Wednesday 9<sup>th</sup> December. A group from the school will also sing Christmas Carols at the Quench Café on Thursday 10<sup>th</sup> December.

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**Youth Awards**

8.1 *Committee Report* – Posters requesting nominations for this year’s awards have been placed around the village. John Bettridge has agreed to judge the competition.

Cllr. Harrison requested that the wooden board must be updated as a matter of urgency with the names of last year’s winners. This is to be put in place before this year’s ceremony to be held on the 12<sup>th</sup> January 2010. **Action Committee.**

- 09/148 9 **Pinfold**  
9.1 *Committee Report* – Nothing to report
- 09/149 10 **Sensory Garden**  
10.1 *Committee Report* – Cllr. Mrs Green confirmed that Linda Mercer has accepted the job of opening and closing the Sensory Garden gate. In addition, Cllr. Mrs Green proposed that the Parish Council should support the purchase of a padlock for the gate at the back of the Sensory Garden behind the library. Seconded by Cllr. Dale. Carried Unanimously
- 09/150 11 **Police Liaison**  
11.1 *North Yorkshire Police Force* – Report from PCSO Colin Martin received following the meeting:

**Bishopthorpe Figures**  
**19<sup>th</sup> September 2009 – 19th October 2009**

**Criminal Damage**

20/09 – Wing mirror damaged on Main Street  
04/10 – Fence damaged on Main Street  
04/10 – Damage to solar lights at school  
05/10 – Shop door damaged on Main Street  
08/10 – House sign damaged  
15/10 – Damaged to road signs

**Theft**

03/10 – Multiple thefts from the sports pavilion  
10/10 – Theft of scooters – **2 ARRESTED**

**Attempt Commercial Burglary**

05/10 – Methodist church entered

**Sexual offence**

10/10 – A sexual offence took place with in a private dwelling,  
This is being investigated – **1 ARRESTED**

**ASB – (None crime)**

20/09 – Youths outside the school  
22/09 – Youth in a car down Ferry Lane  
25/09 – Youths on Copmanthorpe Lane x 2  
26/09 – Youths in a field on Bishopthorpe Road  
03/10 – Youths in a field on Bishopthorpe Road  
03/10 – Youths on Copmanthorpe Lane x 3  
04/10 – Youths at the Chantry  
05/10 – Youths in the school grounds x 2  
07/10 – Youths at the Co-Op

Cllr. Harrison reported that a meeting was arranged with the Police and Youth Workers on the 20<sup>th</sup> October to discuss unprecedented levels of crime in Bishopthorpe in recent weeks. Six members of the Parish Council attended the meeting to discuss measures that could be put in place to help reduce crime. These include:

- **Installation of a gate across the entrance to the cycle path at Keble Park North.** Cllr. Higgins circulated information relating to this issue by email before the meeting and asked Councillors for their opinions. It was agreed that this idea could be very effective and Cllr. Higgins offered to gather costings to progress this initiative. **Action Cllr. Higgins**
- **Installation of a Mosquito Deterrent.** Cllr. Higgins explained that if the Parish Council wished to strategically place a mosquito device in the village it would not be illegal but it would not receive the support of the Police. Cllr. Mrs Thornton strongly resisted this idea stating that the devices are indiscriminate and prevent young people gathering in public places. It was agreed that this idea would not be progressed at this moment in time.
- **Changes to the strength of street lighting in ‘troubled’ areas of the village.** Cllr. Harrison approached the City Council to enquire if the strength of street lighting could be changed in trouble spots. A very encouraging reply was received, which indicates that the City Council will be amenable to changing the lighting around the areas of the Pinfold and the Pavilion. The new lighting would be directional and much brighter than the standard sodium lights currently in place but produces no light pollution for any neighbouring property. Cllr. Harrison and Cllr. Jemison agreed to seek a meeting with Ricky Watson of the City Council to progress this. **Action Cllr. Harrison and Cllr. Jemison.**
- **Installation of CCTV.** Cllr. Jemison investigated this option. However, following discussion with the Police on the 20<sup>th</sup> October it was discounted, as it would have to be overt CCTV (not covert), which would be price prohibitive.

In conclusion, Cllr. Harrison confirmed that the Parish Council would seek to install a gate across the cycle track at Keble Park North and will liaise with the City Council to install brighter lights in troubled areas.

Cllr. Mrs Green reported that she had received a form from PCSO Colin Martin entitled ‘95 Alive’ which could be used for reporting speeding vehicles. The form is to be emailed to the Clerk for circulation. **Action Clerk**

09/151 12 **Local Council Association**

12.1 *Rural Action Yorkshire – AGM Saturday 21<sup>st</sup> November at Hoylandswaine Village Hall at 10.30am.* – Noted

12.2 *York CVS – AGM Wednesday 4<sup>th</sup> November at Priory Street Centre at 4.30pm.* – Noted

Cllr. Mellors reported that he attended a branch meeting of the YLCA on the 1<sup>st</sup> October where the following items were discussed:

- A Police Liaison Officer gave advice on security matters and reducing crime.
- There is no movement from City Of York Council regarding the Charter.
- A change of Executive will be announced shortly.
- The implementation of electronic planning is proving difficult when an application is changed.
- The office will be moving site at the end of November.

- 09/151 13 **Highway Matters**  
13.1 Cllr. Mellors reported that work to the embankment along Appleton Road opposite the allotments would commence shortly. The council will remove dangerous trees and repair the fence.
- 09/152 14 **Correspondence**  
14.1 City of York not covered elsewhere  
14.1.1 *Rural Housing needs in Bishopthorpe – noted*  
14.1.2 *Bus service along Temple Lane, Copmanthorpe – Service 21 – noted*  
14.2 Others  
14.2.1 *Letter of thanks from Bishopthorpe History Group – noted*
- 09/153 15 **Ward Committee**  
Cllr Harrison reported that at a recent Ward Committee meeting Cllr Galvin confirmed that he had agreed with City of York Council officials that a new street light would be installed next to the Sports Pavilion on Ferry Lane. Cllr Harrison And Cllr Jemison will progress this with Ricky Watson of City of York.
- 09/154 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Link magazine has confirmed that cost savings have been made this year by employing cheaper printers and have therefore declined the offer of the annual Parish Council donation of £150. Cllr. Harrison thanked Cllr. Mrs Green for the information.
  - Cllr. Mrs Green reported that the village recycling day will be held in the Village Hall on Saturday 9<sup>th</sup> January. A rota is to be circulated around all Councillors requesting their help on the day. **Action Clerk**
  - Cllr. Dale reported that both the Junior and Senior Football Teams are to be congratulated on their recent successes.
  - Cllr. Harrison gave his apologies for the November meeting and confirmed that Cllr. Mrs Thornton will chair in his absence.
- 09/155 16 **Date and time of next meeting next Parish Council meeting Tuesday 24<sup>th</sup> November 2009** at 7.00pm in the Village Hall

Meeting closed at 9.21 pm