

**Minutes of the meeting held at the Village Hall on Tuesday 25<sup>th</sup> May 2010.**

The public meeting was opened by the Chairman at 7.14 pm

*One parishioner was present to discuss the play area in Keble Park North.*

Mr Brian Clark of Keble Park North asked when the Parish Council intend to plant a row of trees at the point where his back garden joins the play area (to provide an increased level of privacy in his garden from one of the high pieces of equipment).

Cllr. Harrison advised Mr Clark that although the City Council has offered to source a number of large container trees on behalf of the Parish Council, they have suggested that these should not be planted until February / March 2011.

Mr Clark was dismayed that the trees could not be planted immediately and asked if the Parish Council would seek further advice on the matter: specifically if they could be planted during October. Alternatively, Mr Clark suggested that the trees could be delivered in their containers and put in place at the bottom of his garden until planting time. Cllr. Mrs Green cautioned that the trees would require large amounts of water daily during the summer months and asked if Mr Clark could commit to supplying this.

Cllr. Mrs Bruce agreed to contact the Dave Meigh of the City Council to follow up Mr Clark's request. **Action Cllr. Mrs Bruce**

*Cllr. Harrison thanked Mr Clark for his enquiry and closed the public meeting at 7.21pm*

**Council Members Present:**

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

10/60 1 **Apologies for absence.**  
Cllr. Watkins and Cllr. Mellors

10/61 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.

10/62 3 **Minutes of Meeting 27<sup>th</sup> April 2010**

Acceptance of the 27<sup>th</sup> April 2010 minutes was proposed by Cllr. Jemison and seconded by Cllr. Higgins. Carried Unanimously by all who attended the meeting.

10/63 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

4.1.1 **The Stable Yard, Chantry Lane.** Two storey pitched roof rear extension. 10/00556/FUL. No comments made

4.1.2 **1 Maple Avenue.** Erection of boundary fence (retrospective) 10/00537/FUL. No Objection

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

4.2.1 **10 Lamplugh Crescent.** Two-storey side extension. 10/00325/FUL. (**No Objection**). Approved

4.2.2 **9 Keble Park North.** Replacement first floor window to side (revised). 10/00432/FUL. (**No Objection**). Approved

4.3 Other Planning Matters

- 4.3.1 Cllr. Mellors, reporting by email before the meeting, confirmed that £3,006 would be made available to Bishopthorpe Parish Council, for the open space provision allowing a new house to be built on Maclagan Road.

10/64

5 **Services**5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – The Youth Club organiser has been contacted by Cllr. Mrs Thornton to discuss unacceptable behaviour of some of the young people attending the sessions.

Cllr. Mrs Thornton further commented that she is concerned about the appearance of ‘blisters’ of air under the asphalt in the car park and agreed to contact the contractors.

**Action Cllr. Mrs Thornton**

- 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)* – The Bank have not yet sent out new cheque and paying in books or copy statements as promised. Cllr. Mrs Thornton agreed to chase these items. **Action Cllr. Mrs Thornton**

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – The City Council has conducted safety tests on the trees in the triangle of land outside the Pavilion at the request of the Play Group. Cllr. Jemison reported that the trees have passed the test and a certificate will be issued to the Play Group for compliance with Ofsted requirements. It is proposed that the Play Group should pay for this test.

Cllr. Dale reported that on the 7<sup>th</sup> May a fire appears to have been deliberately started at the bottom of the playing field. The incident was not reported to the Police.

- 5.2.2 *Conditions of Hire Form* – A draft form will be passed to the incoming Chair for approval.

5.3 Finance Committee

- 5.3.1 *Committee Report* – The Internal Auditor has completed work on this year’s accounts. Cllr. Harrison suggested that the Committee should meet in the coming weeks to finalise the administration. **Action Cllr. Harrison**

- 5.3.2 **Bowls Club** – Cllr. Harrison agreed to contact the club to discuss their request for a donation from the Parish Council. **Action Cllr. Harrison**

5.4 Field 84, Riverside and Footpaths Working Party

- 5.4.1 *Working Party Report* – York Marine Services Ltd. have agreed to remove the broken concrete platform and make the area safe.

Field 84 has recently been cut and looks tidy.

5.5 Youth Support and Children's Recreation

5.5.1 *The Park, Keble Park North* – Cllr. Mrs Bruce reported the following items to the meeting:

- Youths are climbing over the fence and Jim Shanks (City of York Council) has been consulted to give advice on the various methods that can be employed to prevent this. It was agreed that the fence should not be double-boarded.
- Cllr. Mrs Bruce has put temporary, laminated, signs around the park. However, the production of the permanent metal signs has been halted by the disappearance of the Central Government Department responsible for this following the recent change in Government. Beth Cooper of the City Council is chasing this.
- Allianz Insurers, who provide insurance cover for the park, has requested that equipment inspections are carried out on a weekly basis. Cllr. Mrs Bruce confirmed that she has completed the inspection and passed the Inspection Book to Cllr. Dunn for the next month. If a piece of equipment is found to be faulty, it must be immediately put out of action and reported to Play Dale.
- The rota for opening and closing the park has been launched.
- The recent turfing of the mound unfortunately corresponded with the hottest part of the year to date and it is feared that the grass may have died.
- The quote supplied by Play Dale for changing the floor surface under the nest swing is inadequate for purpose and Cllr. Harrison agreed to contact them to re-negotiate. **Action Cllr. Harrison**
- Cllr. Mrs Bruce agreed to contact Dave Meigh of the City Council to ask if it would be possible to plant the mature container trees during October 2010 instead of February / March 2011 as originally advised. **Action Cllr. Mrs Bruce**
- Cllr. John Galvin offered to help supply the play area with litterbins from Ward Committee funds but appears to have misunderstood the Parish Council request that the Ward Committee should pay for these. Cllr. Harrison agreed to contact Cllr. Galvin to discuss the matter.

5.5.2 *Letter from June Whittaker regarding the proposed Play Day Event on 4<sup>th</sup> August 2010* – The Councillors agreed that financial assistance from the Parish Council should not be offered for this project. Cllr. Mrs Green suggested that the Ward Committee should be approached or alternatively the Millennium Trust. Cllr. Mrs Bruce agreed to email Mrs Whittaker to give contact details for these organisations. **Action Cllr. Mrs Bruce**

5.5.3 *By-law investigation regarding the prevention of dogs in the new play area* – Reporting by email before the meeting, Cllr. Mellors stated that the notices currently in place are as effective as a by-law. Positive action has been taken by the Parish Council to prevent dogs entering the park with the installation of the dog-gird. *Item to be removed from Agenda.*

5.5.4 *Email from Carol and John Smyth* – the email was circulated to all Councillors and the comments noted.

5.6 Allotments

5.6.1 *Monthly report* – Nothing to report

5.7 Senior Citizens Support

5.7.1 *Monthly Report* – Cllr. Mrs Green reported that the Vernon House Committee is disappointed by low attendance on their bus excursions.

- 5.8 Web-site Management
  - 5.8.1 *Web page* – Nothing to report
  
- 5.9 Environmental and Sustainability Issues
  - 5.9.1 *Monthly report* – Cllr. Mrs Green reported that the Environment Forum might change in the near future.

10/65      6

**Financial Transactions**

6.1 Payments to approve

Clerk’s Salary	567.00
Clerk’s Expenses- ( <i>photocopying £11.60, Stamps £18.34, stationery £8.00</i> )	37.94
Yorkshire Local Councils Association Annual Subscription	644.00
Cllr. Mrs Thornton – for payment of Sports Pavilion Cleaner	90.00
Ainsty Lawncare & Landscapes - Cricket Field cuts 11 March to 27 April (8 cuts)	680.00
Yorkshire Water	
- Sports Pavilion First Quarter	97.94
- Allotments, Acaster Lane First Quarter	8.29
- Village Hall, First Quarter	47.22
- Allotments, Appleton Road, First Quarter	8.29
Npower	
- Sports Pavilion 19 Jan to 19 April	723.06
- Village Hall 25 Jan to 19 April	394.58
- Sensory Garden 25 Jan to 19 April	40.18
Dennis King – electrical work to the Village Hall	1,739.00
Lewis Tree Surgery – Arboricultural works to trees adjacent to the Sports Pavilion	1,504.00
S. O’Neill – Sports Pavilion cleaner	126.00
Cllr. Harrison – play area duplicate keys	7.95
<b>Payment Total</b>	<b>£6,715.00</b>

**Play Area Payments**

Galvanized double steel gates for Keble Park play area	2,385.25
York Vale Fencing Ltd – installation of perimeter fencing	11,745.34
Pete Holmes Garden Services	445.00
<b>Play Area Payment Total</b>	<b>£14,575.59</b>

**Grand Total to be debited this month** **£21,291.04**

6.2 Income Receipts

First instalment of City of York Council precept	14,000.00
<b>Income Total</b>	<b>£14,000.00</b>

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

Cllr. Jemison confirmed that he recently forwarded gas and electricity bills for the Village Hall and Sports Pavilion to Energy Wise of Ilkley. The report received back from them shows that by transferring energy suppliers, the Parish Council could make substantial savings. The Company would manage the transfer of these on the Parish Council's behalf for a small service charge and Cllr. Jemison proposed that the Parish Council should employ Energy Wise to do this. Seconded by Cllr. Dale. Carried Unanimously. **Action Cllr. Jemison**

- 10/66 7 **School Governors**  
7.1 *Infants School* – Cllr. Mrs Bruce reported that the recent Summer Fête at the school raised over £1,600.  
7.2 *Junior School* – Cllr. Mrs Green confirmed that the School are aiming to achieve the award of Enhanced Healthy Schools. Archbishop Dr John Sentamu is to attend the school to promote the charity Water Aid.
- 10/67 8 **Youth Awards**  
8.1 *Committee Report* – Nothing to report
- 10/68 9 **Pinfold**  
9.1 *Committee Report* – Cllr. Mrs Green reported that nothing is out of order.
- 10/69 10 **Sensory Garden**  
10.1 *Committee Report* – Cllr. Mrs Green confirmed that the fountain is working.
- 10/70 11 **Police Liaison**  
11.1 *North Yorkshire Police Force* – Report from PCSO Colin Martin received following the meeting:

### **Bishopthorpe Figures - 16<sup>th</sup> April 2010 – 23<sup>rd</sup> May 2010**

#### **Theft**

28/04 – Lead taken from the workshop roof in the walled garden  
10/05 – Empty oil drum taken from the allotments on Acaster Lane  
20/05 – Theft of charity bag from Montague Road, this is a citywide occurrence, which we are currently investigating.

#### **ASB – (None crime)**

17/04 – Youths in Park @ 14.15 hrs  
17/04 – Youths in Park @ 23.25 hrs  
19/04 – Youths in Park @ 21.15 hrs  
21/04 – Youths in Park @ 19.40 hrs  
22/04 – Youths on mopeds heading to the park  
26/04 – Youths in Park @ 21.25 hrs  
27/04 – Youths on mopeds in the park @ 18.40 hrs  
27/04 – Youths in Park @ 21.15 hrs  
30/04 – Youths in drink @ 23.00 hrs  
02/05 – Youths in Park @ 13.50 hrs  
02/05 – Youths in Park @ 22.25 hrs

‘Operation Spoke’ proved to be very successful on May 22<sup>nd</sup> and was well attended.

Cllr. Dale reported that he was disappointed by the Police response to a fight between approximately twenty youths on Acaster Lane on Friday 30<sup>th</sup> April. Despite a 999 call being made, the Police did not attend the incident nor did they contact Cllr. Dale subsequently. Cllr. Harrison suggested that if all the details and paperwork could be passed to the Clerk, the Parish Council could take up the matter with the Police on his behalf.

10/71 12 **Local Council Association**

12.1 *YLCA Update* – Cllr. Mellors reported the following items:

- The Liaison Group met with the Chief Executive of the City of York Council. The meeting was positive and may lead to the finalisation of the Charter.
- The Liaison Group are seeking to meet with the City of York Council Managers at the Corporation Management Team.
- The annual meeting of the York Branch is scheduled for 3<sup>rd</sup> June. Nominations are invited from Parish Councils for various positions. Cllr. Harrison agreed the Cllr. Mellors should be recommended for Vice Chairman and Cllr. Mrs Green seconded this proposal. Carried Unanimously. Clerk to email YLCA. **Action Clerk**

12.2 *Countryside Voice Spring magazine* – Information passed to Cllr. Mrs Green

12.3 *York Voluntary Voice* – May 2010 newsletter – Information passed to Cllr. Dunn

12.4 *Adoption of Standing Orders* – Cllr. Harrison proposed that Bishopthorpe Parish Council should adopt the National Association for Local Councils ‘Model Standing Orders for Local Councils’ published in 2010. Cllr. Mrs Green seconded this proposal. Carried Unanimously

10/72 13 **Highway Matters**

13.1 Cllr. Jemison reminded the meeting that Cllr. John Galvin had not yet taken action to install the light on Ferry Lane. It was agreed that Cllr. Mellors should chase this item. **Action Cllr. Mellors**

10/73 14 **Correspondence**

14.1 City of York not covered elsewhere

14.1.1 *None*

14.2 Others

14.2.1 *North Yorkshire County Council – Local Transport Plan 3 Consultation* – noted

10/74 15 **Ward Committee**

Nothing to report

10/75 16 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Six Councillors showed an interest in taking part in the Bowls Match on Thursday June 17<sup>th</sup>. Clerk to advise Bowl's Club. **Action Clerk**
- Cllr. Harrison asked the Clerk to contact the City Council on behalf of Mrs Margaret King of Beech Avenue who is experiencing a problem with trees at the bottom of her garden. **Action Clerk**
- The Clerk was asked to pass on a letter from the Girl Guides to the Millennium Trust requesting assistance for funding. **Action Clerk**
- Cllr. Dale reported that no action has been taken to repair the pathway on Appleton Road over the bridge by the City Council. It was suggested that Cllr. Mellors should chase this matter. **Action Cllr. Mellors**
- Cllr. Mrs Thornton requested help with Bishopthorpe Gala to be held on Saturday 19<sup>th</sup> June. Help is required to set up (8am to 10am) and close down (4.30pm to 5.30pm) the Gala. Cllr. Harrison suggested an article should appear in Link magazine.
- Cllr. Dunn reminded the meeting that the cricket challenge between the Parish Council and the Ebor Players is scheduled for Tuesday July 20<sup>th</sup>.
- Cllr. Mrs Green confirmed that the Fun Dog Show would take place behind the Church on Sunday 11<sup>th</sup> July.

10/76 17 **Date and time of next meeting – June 22<sup>nd</sup> 2010 at 7pm in the Village Hall**

Meeting closed at 8.59 pm