

Minutes of the meeting held at the Village Hall on Tuesday 27th January 2009.

The Chairman opened the meeting at 7:04 pm. No parishioners were present.

Council Members Present: -

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

09/01 1 **Apologies for absence.**

Cllr. Watkins due to illness.

09/02 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. –

- Cllr. Mrs Thornton declared an interest in item 4.3.1
- Cllr. Dale declared an interest in item 5.3.5

09/03 3 **Minutes of Meeting 16th December 2008**

Cllr. Dunn requested that the following amendment be made to the minutes: page 1391, the word *playgroup* to be changed to *play area*.

Following this amendment, acceptance of the minutes was proposed by Cllr. Jemison and seconded by Cllr. Livesley. Carried Unanimously by all who attended the meeting.

09/04 4 **Consideration of Planning Matters and recommendations of the Planning Group**4.1 **Notice of Applications received**

- 4.1.1 **1 Myrtle Avenue.** Erection of 2.5 storey dwelling following demolition of existing bungalow (resubmission). 08/02771/FUL. No Objection
- 4.1.2 **North Moor Lane.** Moor Lane. Erection of one agricultural storage building to rear, one stable / livestock building with concrete hard standing to south of Moor Lane (re-submission). 09/000034/FUL. Objection
- 4.1.3 **Braken Lodge, 10 Main Street.** Part change of use from residential (Class C3) to guest house (Class C1) including two storey and single storey pitched roof side extension, detached single garage building. 08/02636/FUL. No Objection

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

- 4.2.1 **14 School Lane.** First floor extension over existing garage and loft conversion (resubmission). 08/02263/FUL. (**No Objection**) Approved.
- 4.2.2 **25 Lamplugh Crescent.** Two storey pitched roof side extension and single storey pitched roof rear extension. *Notification of withdrawal of application*

4.3 **Other Planning Matters**

- 4.3.1 *Update on Terry's Application* – A Community Forum has been arranged to discuss the development of Terrys and Cllr. Mellors agreed to represent Bishopthorpe Parish Council at this meeting. Cllr. Harrison's suggestion to reduce peak-hour traffic congestion along Church Lane by widening the road, met with Councillors' approval and it was agreed that this idea should be raised at the Forum. **Action Cllr. Mellors**

7.24pm – The Chairman adjourned the meeting at this point when two members of the public entered the room:

Mr David Bennett, of Lady Wortley Place, Middlethorpe, attended the meeting with his neighbour to ask for Parish Council help concerning the poor state of the road surface in Middlethorpe. The blocked drains and the dangerous potholes have been reported to the City Council but no remedial action has followed these reports. Cllr. Harrison offered to contact the City Council on their behalf. **Action Clerk.** Cllr. Mellors encouraged all the residents to contact the City Council to report any new incidents and suggested that they should also raise these issues with Cllr. John Galvin who may be in a position to help.

7.29pm – The Chairman closed the public meeting and the Parish Council meeting recommenced:

09/05

5

Services

5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – Recent completion of the annual Charity Commission Return for St. Andrew’s Reading Room highlighted a concern regarding the frequency of Committee meetings to be held in 2009. If the refurbishment goes ahead as planned, Cllr. Mrs Thornton requested that the constitutional requirement to hold 4 meetings per year be waived if necessary. Cllr. Harrison granted permission to this request.

Cllr. Harrison reminded the Committee that they are currently three months in arrears, with a sum of £618 owed to the Parish Council. Cllr. Mrs Thornton agreed to remind the treasurer Martin Flook.

5.1.2 *Update on Proposed Refurbishment* – Cllr. Mrs Thornton commented that the tender process has not yet commenced due non-receipt of the Asbestos Report. The Clerk was requested to contact ASP Ltd to chase the report. **Action Clerk**

Cllr. Mrs Thornton requested a consensus of Councillors’ opinions regarding the removal of gas appliances from the kitchen. Recent safety reports recommend conversion to electrical appliances to reduce costs and improve safety. There were no objections to Cllr. Mrs Thornton’s suggestion of removing gas appliances.

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Mrs Thornton reported the following items from the Committee Meeting held on the 26th January:

- Following notification that Tony Sharman intends to retire this year, Cllr. Mrs Thornton suggested that the jobs, which Tony undertakes for the Parish Council, should be added to the general maintenance contract. The upkeep of the Bowl’s Club hedge will also be added to this. The Clerk was requested to write a letter of thanks to Tony in appreciation of his work. **Action Clerk**
- A request was received from Bishopthorpe United regarding the conversion of land to the side of the Pavilion to a multi-sports area.
- Co-incidentally recent investigations by Cllrs. Harrison and Jemison show that part of this land, which has been leased by the Parish Council for many years, has been subject to a possessive title registration by the owner of Ferry Cottage. This appears to be in direct conflict with the Diocese who own the land and rent it to the Parish Council and we have contacted our legal advisors to investigate this matter further.

- A further strip of land could however be used for a variety of sports activities, Cllr. Livesley proposed that the Parish Council should clear the strip of land to Ferry Cottage from the football field (at an approximate cost of £850 + VAT). Seconded by Cllr. Mrs Green. Carried Unanimously
- No objections were raised to Bishopthorpe United re-instating their fixtures board at the top of the sports field bordering Acaster Lane.

Cllr. Harrison reported that Burn & Co have recommended that three residents of the village be requested to draft a letter to confirm that the Parish Council have used the triangle of land outside the Sports Pavilion for many years. Cllrs. Green and Jemison agreed to write letters and Cllr. Harrison agreed to arrange for a further resident to be approached. These letters are to be kept on file.
Action Cllr. Harrison, Cllr. Mrs Green and Cllr. Jemison.

5.2.2 *Change of use – planning application to the City Council* – Following the decision of the Playgroup to remain in the Sports Pavilion for the foreseeable future, this issue must now be progressed. Cllr. Harrison agreed to take the matter forward.
Action Cllr. Harrison

5.2.2 *Grass cutting expenses* – To be carried forward to the February meeting.

5.3 Finance Committee

5.3.1 *Committee Report* – After careful analysis of the Parish Council's income and expenditure, Cllr. Harrison suggested that the Precept should be increased to £28,000 (from £26,000). It was agreed that this increase would be a prudent decision in the current economic climate and would allow the Parish Council to fund a number of large projects in the coming year and also promote the use of local contractors.

Cllr. Harrison proposed that the Parish Precept should be set at £28,000 for the forthcoming financial year. Seconded by Cllr. Jemison. Carried Unanimously

5.3.2 *Loans to Parish Councils* – Cllr. Harrison reported that following the decision to set the Precept at £28,000 a loan of £50,000 will be applied for. **Action Cllr. Harrison**

5.3.3 *Confirmation of Council Tax Base 2009 / 10* – noted

5.3.4 *Parish Precept* – The Precept request for £28,000 was signed by the Chairman and the Clerk and will be forwarded to the City Council before the 31st January deadline. **Action Clerk**

5.3.5 *Letter from the Gardening club seeking financial assistance* – Cllr. Harrison read out a letter from the Gardening Club seeking a donation of £200. The decision will be deferred until February and the Clerk was requested to include the item on that Agenda. **Action Clerk**

At this point, Cllr. Mellors announced that Bishopthorpe First Responders have training courses planned in February and asked if the Parish Council would pay for the Village Hall room rental. Item to be included on next month's Agenda. **Action Clerk**

- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working Party Report* – Item discussed under 5.2.1.
- 5.4.2 *Public Right of Way* – Nothing to report
- 5.4.2.1 *St Andrew’s Trust* – Nothing to report
- 5.4.3 *York Marine Services Ltd – Field 84* – Following a meeting with Burn & Co on the 8th January, the Lease was signed by the Chairman and the Clerk and will now be forwarded to York Marine Services Ltd. solicitors for completion.
- 5.4.4 *Burn & Co – Land at Ferry Lane Title Search* – Item discussed under point 5.2.1
- 5.5 Youth Support and Children’s Recreation
- 5.5.1 *The Park, Keble Park North* – Cllr. Mrs Bruce reported that the City Council have £1m to allocate to Parish Councils in York to finance play areas. A decision to allocate funds will be made on the 3rd February when it is hoped that Bishopthorpe may received £40,000
- 5.5.2 *The Old School* – It was reported that the number of Trustees on the Diocesan Board has fallen below the legal requirement. Bish Street Kids propose to change their legal status from a Limited Liability Partnership to a Charity, which will allow them to apply for grant funding in the future. The Parish Council were pleased to hear this decision and agreed to support any application to revitalise the Old School.
- 5.5.3 *Bishopthorpe Playgroup* – The Playgroup have confirmed that they have long-term plans to use the Pavilion. This decision has led to other user groups expressing concern regarding over-utilisation of the facilities and suggesting that the building should be extended to accommodate all groups.
- Apparently the original foundations were designed to allow a second floor and a suggestion to extend the building vertically was greeted favourably by the Parish Council. Cllr. Mrs Thornton reported that she has requested that all user groups produce a 5-year plan incorporating their individual requirements of the building to assess needs. It was agreed that any extension to the building must be partly funded by the user groups.
- 5.5.4 *Youth Recreation post Urbie* – The current URBIE contract expires in March. This initiative has been well used by youngsters in the village and Cllr. Harrison urged negotiating an extension to the contract before expiry. **Action Cllr. Mrs Bruce**
- Cllr. Mrs Bruce reported that youngsters using the bus have shown a strong interest in establishing a Youth Club in the village and Elle Tovey of City of York Council is currently investigating suitable venues.
- 8.35 pm *The two members of the Public left the meeting.*
- 5.6 Allotments
- 5.6.1 *Monthly Report* – Cllr. Dale reported that he has contacted BTCV and provisionally arranged a meeting date for Thursday 5th March. Once this date is confirmed, the Clerk was requested to contact allotment holders who expressed an interest in the project to inform them of the meeting. **Action Clerk**

5.7 Senior Citizens Support
 5.7.1 *Monthly Report* – Nothing to report.

5.8 Web-site Management
 5.8.1 *Web Page Update* – Nothing to report

09/06

6 Financial Transactions

Payments to approve

Clerk's Salary	458.00
Clerk's Expenses- (<i>photocopying £5.62, Phone Calls £1.95, black ink cartridges £25.47, stamps £10.80</i>)	43.84
Clerk's email (AOL) October, November & December @ £9.99 p/m	29.97
Asbestos Services Partnership Ltd. – Village Hall survey	862.50
British Gas – Village Hall 23 rd Aug to 24 th Nov 2008	361.29
City Of York Council Waste Collection Sports Pavilion Jan to Mar 09	47.84
Ebor Inn – Buffet, Flowers and Presents –4/12/08 Presentation	127.60
Ebor Inn – Village Hall Christmas Tree	25.00
Hydra sports Ltd – Donation for a new canoe for Tom Quinn	1,290.00
Russ Turner – Erect and dismantle Village Hall Christmas Tree	30.00
Smiths Gore 1m ransom strip Appleton Road, rental	1.00
URBIE – forth quarterly payment to City Of York Council	250.00
Mr JG Davies – Father to Ben Davies Youth Award Winner	150.00
Samantha Powell – Youth Award Winner	150.00

Payment Total	£3,827.04
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6.2 Income Receipts

Sports & Leisure Committee re Deans Landscapes Ltd	660.00
Sports & Leisure Committee – Yorkshire Water	11.28
Sports & Leisure Committee – Npower Electricity	318.37
Sports & Leisure Committee – Waste Collection	20.80
National Westminster – Bank Interest for quarter ending 31 Dec 2008	92.32

Income Total	£1,102.77
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Approval of financial transactions proposed by Cllr. Livesley and seconded by Cllr. Mellors. Carried Unanimously.

09/07

7 School Governors

7.1 *Infants School* – Nothing to report

7.2 *Junior School* – Cllr. Mrs Green reported the following items:

- Rachel Matthews has been appointed to the post of Community Governor.
- The school anticipate that OFSTED will shortly commence an inspection.
- Work is ongoing towards achieving the Healthy Schools status award.
- Volunteers are being sought to help run the Gardening Club.

Cllr Harrison had read in the school newsletter that they required someone to assist them with obtaining grants from outside bodies and suggested Nigel Pendleton. **Action Cllr Green**

09/08

8

Millennium Trust

8.1 Youth Awards

8.1.1 *2008 Youth Award* – A Ceremony to celebrate the Annual Youth Awards for 2008 was held on the 13th January at the Church Hall when a certificate and prize of £150 was presented to Ben Davies and Samantha Powell by Cllr. Harrison. Cllr. Thornton reported that the evening was a great success and suggested that this format should be followed in subsequent years. Arrangements will be made to update the board in the Village Hall with the winners' names. **Action Committee**

8.2 Pinfold

8.2.1 *Sub Committee Report* – Nothing to report

8.2.2 *Letter from Allianz regarding Pinfold and Sensory Garden inspection register* – Cllr. Harrison read out a letter from Allianz, which requests the Parish Council to conduct and record regular inspections of the Pinfold and the Sensory Garden. Cllr. Mrs Green offered to set up a formal record and to undertake the inspections. **Action Cllr. Mrs Green**

Cllr. Dunn left the meeting at 8.50pm

8.3 Sensory Garden

8.3.1 *Update* – Refer to item 8.2.2

09/09

9

Police Liaison

9.1 *North Yorkshire Police Force – Ward Managers report.* The following information from PC Anna Tyldesley was emailed to Cllr. Mrs Green.

Bishopthorpe figures from 19th December to 19th January-

Criminal Damage:

- Wing mirror smashed on Copmanthorpe Lane, 1 arrested
- Wing mirror smashed and fence damaged in Keble Park
- A fence smashed in Keble Park
- A van roof vent damaged on Montague Road
- A car radiator grill was damaged on Copmanthorpe Lane
- Wing mirror smashed in Keble Gardens
- Windscreen wipers were removed from a car on Beech Avenue

Theft / Auto Crime / Burglary and Non- Crime:

- Plastic garden chairs were stolen from Wolsey Drive
- Theft from a car on Acaster Lane, 2 arrested
- Theft from a car in Vernon Close, this car was left open by its owner
- A garage was entered in Wolsey Drive
- There were also 15 reported incidents of Anti Social Behaviour involving youths and one of cars causing an obstruction in Copmanthorpe Lane.

Criminal damage is down from 16 reported incidents in the 30 days to the 19th December.

PCSO Colin Martin has issued a number of 'Display and Pay' notices to Cllr. Mrs Green, which will be placed at strategic points around the village. Cllr. Livesley suggested that the Sustrans car park in The Orchard should display one of the notices to deter the increasing amounts of car vandalism. Additionally, the Clerk was requested to contact Sustrans to ask that the path from The Orchard to Sustrans path be cleared. **Action Clerk**

Cllr. Dunn returned to the meeting at 8.55pm

- 09/10 10 **Local Council Association**
- 10.1 *York CVS Training Programme – Spring 2009* – noted
- 10.2 *York Voluntary Voice – Newsletter December 2008* – Information passed to Cllr. Mrs Green
- 10.3 *York Open Planning Forum Newsletter* – noted
- 10.4 *YLCA – York Branch Meeting – Thursday 5th February 2009, at Dunnington Reading Rooms* – Cllr. Mrs Thornton regretted that due to work commitments she will not be able to attend this meeting and asked another Parish Councillor to volunteer to accompany Cllr. Mellors on the 5th February. No volunteer came forward.

Cllr. Mellors reported that the Revised Charter is nearing completion and will be endorsed by EMAP at their meeting in April.

- 09/11 11 **Highway Matters**
- 11.1 *Email notification that City Of York Council will be carrying out carriageway resurfacing works at Harcourt Close and De Grey Place starting 26th January 2009* – noted

- 09/12 12 **Correspondence**
- 12.1 City of York not covered elsewhere
- 12.1.1 *Notification of planned Development Control Seminars* – noted
- 12.2 Others
- 12.2.1 *None*

- 09/13 13 **Ward Committee**

The next meeting of the Ward Committee is in February 2009

In order to foster a good working relationship between the Parish Council and Bishopthorpe's Local Councillor, Cllr. John Galvin, Cllr. Harrison arranged an informal meeting to discuss local issues. Cllr. Harrison was pleased to report that the meeting was very useful and has hopefully opened up a line of communication.

Cllr. Harrison commented that the Ward Committee propose to donate a sum of £2,338 to York Credit Union and questioned whether directly spending the money in the village would be more beneficial. The Parish Councillors attending the meeting on January 29th agreed to raise the following questions concerning this matter:

1. How has this item appeared as one of the schemes: it was not on the original voting list,
2. How will it be spent,
3. How has it been calculated and
4. How is it connected to the £100,000 donation from the City Council.

09/14 14 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- A reminder of the Darts match (Tuesday February 10th, 7.30pm) was given.

09/15 15 **Date and time of next meeting Tuesday 24th February 2009** at 7.00pm in the Village Hall

Meeting closed at 9.26 pm.