

## Minutes of the meeting held at the Village Hall on Tuesday 24<sup>th</sup> February 2009.

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

### Council Members Present: -

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

09/16 1 **Apologies for absence.**

Cllr. Dale and Cllr. Livesley.

09/17 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 a personal interest in item 4.3.1
- Cllr. Mellors declared a personal and prejudicial interest in item 5.1.3
- Cllr. Mrs Green declared a personal interest in items 5.3.3 and item 6 Link Donation

09/18 3 **Minutes of Meeting 27<sup>th</sup> January 2009**

Cllr. Mrs Green wished to amend Item 5.7 from 'No Report' to 'Nothing to report'  
Cllr. Mellors wished to amend Item 5.1.1 from 'St Andrew's Trust' to 'St Andrew's Reading Room'.

Following these amendments, acceptance of the minutes was proposed by Cllr. Mellors and seconded by Cllr. Jemison. Carried Unanimously by all who attended the meeting.

09/19 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

4.1.1 **34 Appleton Court.** Remove three lower branches on south side and reduce back to previous cut branch on north side, oak protected by Tree Protection Order (TPO) 1/1989. 09/00190/TPO. No Objection

4.1.2 **34 Lang Road.** Single storey rear extension. 09/00145/FUL. No Objection

4.1.3 **The Law College, Bishopthorpe Road**

The Parish Council agreed not to comment on the request made by the Law College to display their name on the rear of their building. (The Parish Council has not been formally advised of this planning application by the City Council.)

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

4.2.1 **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.** Approved

4.2.1 **Newbiggin, 1 Myrtle Avenue.** Erection of one two and a half storey dwelling with integral garage after demolition of bungalow. 08/01270/FUL. **No Objection.** Approved

4.3 Other Planning Matters

- 4.3.1 *Update on Terry's Application* – At a Forum of invited guests, Grantside Developers outlined three different design layouts for the former Terrys site. During the meeting, Cllr. Mellors drew attention to concerns that the development will generate increased levels of traffic through Bishopthorpe. The Parish Council's suggestion to alter the configuration of Church Lane (to ease traffic congestion at peak hours) was put forward for consideration.

The Bishopthorpe Road entrance to the site has been designated as the official commercial traffic entrance. Cllr. Mellors suggested that this decision should be rethought as it would not be conducive to directing commercial traffic away from the village.

The next Forum Meeting, which was planned for Thursday 26<sup>th</sup> February, has been postponed until April.

09/20

5

**Services**5.1 Village Hall Management Committee

- 5.1.1 *Management Committee Report* – No recent meeting.

- 5.1.2 *Update on Proposed Refurbishment* – Cllr. Mrs Thornton announced that the Big Lottery have awarded a grant to the Parish Council for £245,000 to finance the refurbishment. Cllr. Harrison thanked Cllr. Mrs Thornton for her hard work completing the Lottery Application and progressing the matter to a successful conclusion. Thanks are also to be recorded to Keith Thornton, Mike Frank, Tim Bruce, Chris Martin and Liam Godfrey for their help.

Cllr. Harrison proposed that Bishopthorpe Parish Council should formally accept the £245,000 offered by the Big Lottery to refurbish Bishopthorpe Village Hall. Seconded by Cllr. Mrs Thornton. Carried Unanimously

Cllr. Mrs Thornton reported that the closure date for tender submission is Wednesday 4<sup>th</sup> March at 12 noon. Eight bidders, all of whom have local connections, are expected to formally tender for the job.

As Chairman of the Village Hall Committee, Cllr. Watkins wished to personally thank Cllr. Mrs Thornton and Cllr. Harrison for their hard work obtaining the grant.

- 5.1.3 *Bishopthorpe First Responders* – The Village Hall was recently used as a venue by Bishopthorpe First Responders for training purposes. Cllr. Mrs Green proposed that the Parish Council should support this group by agreeing to pay the cost of the room rental. Seconded by Cllr. Harrison. Carried Unanimously

(Cllr. Mellors declared a personal interest in this item and did not take part in the discussion or vote.)

- 5.2 Sports and Leisure Management Committee
- 5.2.1 *Management Committee Report* – Cllr. Mrs Thornton reported that the Sports Pavilion is currently infested with mice and asked if Cllr. Mrs Green would enquire about the electronic system successfully used by the Junior School. **Action Cllr. Mrs Green**
- Cllr. Harrison reported that in order to submit the Discretionary Rate Relief Application for the Sports Pavilion, it is necessary to include copies of the Committee accounts for year ending March 2008. These are to be requested from Venise Drummond. **Action Clerk**
- 5.2.2 *Change of use – planning application* – Cllr. Mrs Thornton agreed to forward copies of historical paperwork to Cllr. Mellors for the Sports Pavilion, which may contain the original planning application. In addition, the Clerk was requested to pass copies of the minutes from the 1980s to Cllr. Mellors for investigation. **Action Clerk**
- 5.2.3 *Strip of land* – Cllr. Harrison reported that the land behind the Sports Pavilion has been cleared.
- 5.2.4 *Grass cutting expenses* – Cllr. Mrs Thornton requested that this item be carried forward to the March meeting. **Action Clerk**
- Cllr. Jemison reported that a local contractor has offered to cut the sports field hedge and the Bowl’s club hedge for a flat rate of £50 per cut. Cllr. Jemison agreed to confirm if this includes tidying up the area following the cut.
- 5.3 Finance Committee
- 5.3.1 *Committee Report* – No recent meeting.
- 5.3.2 *Loans to Parish Councils* – The Feoffees of St Andrew’s Church have offered to lend the Parish Council a sum of money to finance the play area by means of a fixed rate loan that would be formalised by the Parish Council’s Solicitors and would be paid back over 15 years. It was agreed that the Parish Council should accept this offer, instead of borrowing monies from the Public Works Loan Board, in order to keep the transaction in the village. Cllr. Jemison agreed to contact Peter Meek of the Feoffees and arrange a meeting to include Cllr. Harrison to enable this matter to be progressed. **Action Cllr. Jemison**
- 5.3.3 *Letter from the Gardening Club seeking a £200 donation.* – After a brief discussion, it was agreed that the Parish Council should only fund capital projects. The Club wish to finance a revenue item and therefore the Parish Council are unable to assist. Clerk to advise the Club of this decision and suggest contacting the Gala Committee. **Action Clerk**
- Cllr. Watkins left the meeting at 8pm*
- 5.4 Field 84, Riverside and Footpaths Working Party
- 5.4.1 *Working Party Report* – Nothing to report
- 5.4.2 *Public Right of Way* – Item to be removed from Agenda.
- 5.4.2.1 *St Andrew’s Trust* – Nothing to report

5.4.3 *York Marine Services Ltd* – Field 84 update – In order to complete the lease of Field 84 to York Marine Services Ltd. the Parish Council’s solicitors have requested sight of their Public Liability Insurance and payment of fees.

5.4.4 *Burn & Co – Land at Ferry Lane Title Search* – Item to be chased. **Action Clerk**

5.5 Youth Support and Children’s Recreation

5.5.1 *The Park, Keble Park North* – Cllr. Mrs Bruce confirmed that an application has been made to the Play Builder Scheme with a second formal registration completed in response to an article in The Press. Successful applicants will be notified in March.

Cllr. Jemison reported that the 5 foot deep hole, which appeared in the play area, has been filled in. This matter was reported to the Police.

5.5.2 *The Old School* – Nothing to report

5.5.3 *Bishopthorpe Playgroup* – Formal permission has been requested from the Parish Council to allow the Playgroup to apply to Early Years for a grant. In addition, the Playgroup have requested confirmation of security of tenure for three years and it was agreed that this should be subject to the terms and conditions of hire. Clerk to confirm by letter. **Action Clerk**

5.5.4 *Youth Recreation post Urbie* – Cllr. Mrs Bruce and Cllr. Mrs Thornton recently attended a meeting with the Urbie organisers to discuss extending the scheme after March 2009. Youngsters have shown a strong interest in establishing a youth club in the village and it was suggested that the upstairs room in the Village Hall might be a suitable venue.

Cllr. Mrs Bruce stressed that during the refurbishment of the Village Hall it will be vital to retain interest in the project and proposed that the Parish Council should seek to extend the current Urbie Bus Project, setting aside a provision of £1,000 to meet the annual costs. Seconded by Cllr. Harrison. Carried Unanimously

5.6 Allotments

5.6.1 *Monthly Report* – BTCV have been invited to hold a meeting on Thursday March 5<sup>th</sup> at 7pm in the upstairs room of the Village Hall. The Clerk confirmed that a letter of invitation has been sent to all allotment holders who expressed an interest.

5.7 Senior Citizens Support

5.7.1 *Monthly Report* – Cllr. Mrs Green reported that regular visits are made to Vernon House but the groups tend to operate on an independent basis.

5.8 Web-site Management

5.8.1 *Web Page Update* – Cllr. Dunn reported that he has contacted Ian Keeton and is currently updating technical aspects of the web site page.

*Cllr. Dunn left the meeting at 8.29 pm*

09/21	6	<b>Financial Transactions</b>		
		6.1	<u>Payments to approve</u>	
			Clerk's Salary	458.00
			Clerk's Expenses- ( <i>photocopying £1.05, Envelopes £1.90, Stamps £6.48</i> )	9.43
			Link Magazine Donation	150.00
			Npower Electricity – Sensory Garden 31/10/08 to 21/01/09	79.91
			Npower Electricity – Sports Pavilion 31/10/08 to 21/01/09	580.73
			Npower Electricity – Village Hall 5/11/08 to 27/01/09	259.71
			G & S Jackson – Sports Pavilion Grass Cutting Expenses	523.25
			 <b>Payment Total</b>	<b>£2,061.03</b>
		6.2	<u>Income Receipts</u>	
			Allotment rent – Helen Fountain – Appleton Road site	6.00
			Annual Interest – Post Office Account	427.67
			 <b>Income Total</b>	<b>£433.67</b>

Approval of financial transactions proposed by Cllr. Jemison and seconded by Cllr. Mellors. Carried Unanimously. (Cllr. Mrs Green declared a personal interest and abstained from the vote)

09/22	7	<b>School Governors</b>		
		7.1	<i>Infants School</i> – Nothing to report	
			7.1.1 <i>Entrance Improvements</i> - Cllr. Mrs Thornton commented that this was a great improvement.	
		7.2	<i>Junior School</i> – Cllr. Mrs Green reported that the School is urgently seeking volunteers to help run the lunchtime Gardening Club.	
			 <i>Cllr. Dunn returned to the meeting at 8.34pm</i>	

09/23	8	<b>Millennium Trust</b>		
		8.1	<b>Youth Awards</b>	
			8.1.1 <i>2008 Youth Award</i> – Cllr. Mrs Thornton confirmed that the wooden board would shortly be updated with the 2008 winners' names.	
		8.2	<b>Pinfold</b>	
			8.2.1 <i>Sub Committee Report</i> – In compliance with the request from Allianz Insurers, Cllr. Mrs Green designed an Inspection Schedule and agreed to undertake monthly inspections of the Pinfold and Sensory Garden.	
		8.3	<b>Sensory Garden</b>	
			8.3.1 <i>Update</i> – Cllr. Harrison reported that Lyn Glass has made an offer to donate a further £1,000 to the Sensory Garden in memory of her late mother. In order to benefit from Gift Aid, the donation will initially be made to the Millennium Trust, which has Charitable status.	

09/24	9	<b>Police Liaison</b>		
		9.1	<i>North Yorkshire Police Force</i> – <i>No Ward Manager's report received.</i>	
			- The hole in the play area in Keble Park North was reported to PCSO Colin Martin who attended the scene with a colleague to investigate.	

- 09/25 10 **Local Council Association**
- 10.1 *Country Air Magazine* – Information passed to Cllr. Mrs Green
- 10.2 *The Playing Field –Newsletter* - Information passed to Cllr. Mrs Bruce
- 10.3 *North Yorkshire County Council revised Social Inclusion Strategy* – noted
- 10.4 *YLCA – North Yorkshire County Council Funding Newsletter* – Cllr. Mellors attended a recent meeting of YLCA and reported the following items:
- A sum of £1,000,000 has been made available under the Play Builder Scheme to be distributed to local Parish Councils.
  - Awards for Clerks’ pay were discussed.
  - The issue of bus shelters were discussed at length with further details due to Parish Councils shortly.
  - The Charter was discussed but matters remain unresolved.
  - Planning Application administration procedure was discussed and it was concluded that it is not necessary to hold separate public planning meetings before the main Parish Council monthly meeting.
- 09/26 11 **Highway Matters**
- 11.1 *Sustrans – request to clear the path leading from The Orchard to the cycle path* – Sustrans has confirmed that this request has been forwarded to their Leeds Head Office.
- 11.2 *Middlethorpe Road resurfacing request* – Robin Sweetman from the City Council confirmed by email that Green Lane, Middlethorpe is not included in their provisional programme for 2009/10. However, the Council did agree that it will remain on their provisional list to receive attention in future years and that any necessary repairs will receive attention. The residents who attended last month’s meeting will be informed of this response. **Action Clerk**
- Cllr. Jemison reported that the ‘Bishopthorpe’ village sign on Bishopthorpe Road has been stolen. A spare sign is held and will be passed to Cllr. Jemison for reattaching to the stone trough. **Action Cllr. Jemison**
- Cllr. Mellors asked to Clerk to chase proposed street lighting improvements in The Coppice. **Action Clerk**
- 09/27 12 **Correspondence**
- 12.1 City of York not covered elsewhere
- 12.1.1 None
- 12.2 Others
- 12.2.1 *Eskdalenet – Rural broadband in Yorkshire* – noted
- 12.2.2 *Acaster Drainage Board – Notice of laying the rate* – noted
- 12.2.3 *Sue Ryder Care – North & East Yorkshire* – noted

09/28 13 **Ward Committee**

Cllr. Mellors and Cllr. Dunn recently attended the Ward Committee meeting and reported the following matters:

- York Libraries are investigating whether to move the City Archives to the University.
- The police reported that damage in Ward is considerably lower than the same period last year.
- Mike Foster attended to promote the Foundation Trust.
- The Ward Committee confirmed that Bishopthorpe Parish Council has not been successful gaining a £3,500 Ward Committee Grant for the play area. This directly contradicts information, which appeared in The Press on Tuesday 10<sup>th</sup> February that stated:

*‘... nearly £15,000 has been distributed to a variety of youth projects in the area..... grants include £3,500 to Bishopthorpe Parish Council to revitalize the play area in Keble Park’*

Cllr. Harrison agreed to clarify this point with Cllr. John Galvin. **Action Cllr. Harrison**

09/29 14 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- It was agreed that the skip should be ordered for Saturday 25<sup>th</sup> April on the same terms as previous years. **Action Clerk**
- Cllr. Mrs Green offered tickets for sale to the Theatre Royal performance entitled *Carbon Detox* to be held on Tuesday 3<sup>rd</sup> March.

09/30 15 **Date and time of next meeting **Tuesday 24<sup>th</sup> March 2009** at 7.00pm in the Village Hall**

Meeting closed at 9.11 pm.