

Minutes of the meeting held at the Village Hall on Tuesday 24th March 2009.

The Chairman opened the meeting at 7:06 pm.

Mr David Powell, of Neville Drive attended the meeting to express his concerns about a number of unsafe trees around the property at 40 Beech Avenue. Mr Powell explained that he contacted the City Council when the property was being developed; as he feared that the excavations and drainage were damaging the tree roots. In reply, Hilary Shepherd assured Mr Powell that the trees would be inspected and appropriate action would be taken. However, 2 years after the completion of the development, the trees now appear to have died and neighbours fear they pose a danger to public safety.

Cllr. Harrison agreed that the Parish Council would contact the City Council to ask that the trees be re-inspected. **Action Clerk.** Furthermore, Cllr. Mellors requested that the Clerk obtain the Planning Application from storage so that he could investigate any breach of planning regulation. **Action Clerk**

The public meeting closed at 7.11pm

Council Members Present: -

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

09/31 1 **Apologies for absence.**

Cllr. Dale

09/32 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

09/33 3 **Minutes of Meeting 24th February 2009**

Cllr. Harrison requested that the amount of the Lottery Grant should be amended to £245,000 under Item 5.1.2

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

09/34 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

4.1.1 **The College of Law, Bishopthorpe Road.** Solar shielding to windows on the south and east elevations. 09/00252/FUL. No Objection

4.1.2 **The College of Law, Bishopthorpe Road.** Display of one non-illuminated fascia sign in north elevation. 09/00251/ADV. No Objection

4.1.3 **56 Beech Avenue.** Two storey pitched roof side extension and porch to front. 09/00305/FUL. No Objection

4.1.4 **13 Myrtle Avenue.** Two storey pitched roof side and single rear extension. 09/00368/FUL. No Objection

- 4.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 4.2.1 **North Moor, Moor Lane.** Erection of one agricultural storage building to rear, two stable / livestock buildings and concrete hard standing to south of the Moor Lane. 08/00035/FUL (**Objection**). Approved.
- 4.2.1 **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**) Approved
- 4.3 Other Planning Matters
- 4.3.1 *Update on Terry's Application –*
- Cllr. Mellors informed the meeting that the revised development brief would go before the Planning Committee during April. Additionally, a meeting has been arranged for Friday 27th March to discuss the outcome of the public meeting held on the 14th February.
- Cllr. Mellors also reported that the proposed relief road (from London Bridge Service Station to Bishopthorpe Road) was rejected on cost grounds. However, interest has been shown in Parish Council's idea to alter the road configuration of Church Lane to relieve rush hour congestion.
- 4.3.2 *The Planning Inspectorate – Inspector's decision regarding Stud Farm, Middlethorpe.* – A copy of the Appeal was requested from the Planning Inspectorate. This showed that the City Council originally refused planning permission but, following new agricultural assessments, the Inspectorate overturned their decision.
- 4.3.3 *Electronic Consultation* – The City Council are proposing to replace paper-planning applications by electronic ones. The information was passed to Cllr. Mellors.

At this point, Cllr. Harrison invited Cllr. Mrs Green to address the meeting.

Cllr. Mrs Green explained that she attends a monthly Environmental Forum on behalf of the Parish Council where climate issues are discussed. The Forum aims to promote environmentally friendly actions and has had the support of the City Council. However, because of the economic downturn, the City Council now appear to be supporting the most cost effective course of action instead of the most environmentally friendly one. This is in direct conflict with the aims of the Forum and Cllr. Mrs Green explained that its Chairman is proposing to write to the City Council expressing disapproval of their actions.

Cllr. Mrs Green proposed that Bishopthorpe Parish Council support this letter. Cllr. Livesley seconded this proposal. Carried Unanimously

09/35

5

Services**5.1 Village Hall Management Committee**

- 5.1.1 *Management Committee Report* – A meeting of the Committee was held on the 9th March where the main topic of discussion was the refurbishment.

Cllr. Watkins pointed out that the Committee minutes state that he had donated £100 for the extra electricity used during the performance of last year's pantomime. This is incorrect: the Ebor Players made the donation.

- 5.1.2 *Update on Proposed Refurbishment* – Cllr. Mrs Thornton confirmed that the Committee have paid all outstanding bills to the Parish Council. The sharp increase in the winter British Gas bill (from £523.89 in 2008 to £922.38 in 2009) is to be investigated.

Cllr. Mrs Thornton continued to give a summary of the refurbishment schedule as follows:

- The contract has been awarded to H Watson & Son (York) Ltd based in Osbaldwick.
- There will be two main subcontractors: the work has been awarded to Dennis King and B.M. Plumbing – both local contractors.
- The hall will close on Saturday 4th April and the contractors are due to arrive on Monday 20th April. Users have been advised of these dates and requested to remove any stored items before closure.
- Cllr. Mrs Thornton requested volunteers from the Parish Council to help the Clerk move Parish Council documents before the deadline. Storage space has been investigated at Tucon in Elvington.
- There will be no access to the building after the 14th April.
- The Palace was asked to store tables, which are used in the Gala, but they refused to help.
- The Big Lottery has requested completion of paperwork in connection with the award. All Councillors are requested to sign the Lottery Instruction in accordance with the Bank Mandate.
- It was suggested that the current Finance Committee oversee the project to completion and Cllr. Mrs Thornton suggested that she be co-opted onto the Committee for the duration of the project – this was agreed.
- A notice board, displaying weekly updated information, is to be installed at the front of the building during refurbishment.
- Cllr. Mrs Thornton reminded the Councillors that the Big Lottery has placed a publicity embargo on the announcement until 30th March.

- 5.1.2.1 *Notification from City Of York Council that Building Regulation application was submitted on the 13th March* – noted

- 5.1.3 *Letter from Burn & Co regarding Deed of Dedication* – Burn & Co have agreed to provide legal representation for the Parish Council in dealings with the Big Lottery, for the duration of the Village Hall refurbishment.

Cllr. Watkins left the meeting at 8.07pm

5.2 Sports and Leisure Management Committee

- 5.2.1 *Management Committee Report* – The growing tension between the three main user groups (Football, Cricket & Playgroup) was discussed during the Committee meeting held on the 23rd March. To ease the situation, it was suggested that a ‘log cabin’ style cricket pavilion could be erected (on the site of the current score board) for the sole use of the Cricket Club. The Pavilion could then be reorganised to provide separate areas for both the Playgroup and the Football teams. All three users greeted this suggestion favourably and agreed to investigate the proposal fully.

If this idea were to materialise, the Camera Club may wish to move their meetings elsewhere. It was suggested that the refurbished Village Hall might be an attractive alternative.

Bishopthorpe United Football Club have requested permission to undertake ground maintenance on the football pitch during the Summer months and have gone out to tender for the work. The area will be cordoned off for four months to allow the work to be done. Cllr. Mrs Green commented that the Dog Show, which was planned for August might have to be cancelled if the work goes ahead as planned.

Cllr. Mrs Thornton thanked Cllr. Dale for attending the meeting and commented that neither members of the sub committee (Cllr. Livesley or Cllr. Dunn) attended. Both Councillors claimed not to have been advised of the meeting and Cllr. Livesley stated that he did not know that he was on the Committee. Cllr. Harrison stated that non-attendance of Committee meetings is unacceptable and every Councillor should be fully aware of what Committee they are on and make every effort to attend Committee meetings.

5.2.2 *Change of use* – Cllr. Mellors reported that in 1979 the Football Club proposed to extend the existing Pavilion to incorporate changing rooms and ‘other accommodation’. The Parish Council agreed to support this proposal and the Sports and Leisure Committee was formed; with the Cricket Club invited to participate. In 1981, a planning application was submitted and permission granted in July of that year. Cllr. Mellors confirmed that at the time of building, the Sports Pavilion fell under a D2 classification. However, now that the Playgroup use the building it is necessary to hold both D1 and D2 classifications and Cllr. Mellors agreed to apply for this on behalf of the Parish Council. **Action Cllr. Mellors**

5.2.3 *Grass cutting expenses* – Cllr. Mrs Thornton confirmed that a schedule outlining the contract requirements for maintenance of the sports field has been drawn up – copies were passed to the Chairman.

5.2.4 *Ferry Lane Cottage* – Cllr. Harrison reported that letters have been sent to Stephen Buckley requesting that he prove legal ownership of the land in dispute.

5.2.5 *Letter from AXA insurance regarding Mrs Julie Beckitt* – Cllr. Harrison reported that it has been alleged that the metal gate across the entrance of the Sports Pavilion recently swung over the car bonnet of Mrs Julie Beckitt. The Parish Council has not accepted responsibility for this incident and the matter will be passed to the insurers to resolve. **Action Clerk**

5.3 Finance Committee

5.3.1 *Committee Report* – Cllr. Harrison reported that reductions in the budget of £1,000 each, to Section 137 and the Contingency, have allowed a new budget of £2,000 to be created for Youth and Children. The total budget for 2009 / 10 remains unchanged at £35,500

5.3.2 *Loans to Parish Councils* – Nothing to report

5.3.3 *Parish Precept notification* – noted

5.4 Field 84, Riverside and Footpaths Working Party

5.4.1 *Working Party Report* – Cllr. Jemison suggested Jim Breen of the City Council should contact York Marine Services Ltd. to agree where new riverside signs should be placed.

5.4.2 *St Andrew's Trust* - The vicar of St Andrews has requested that the Parish Council contact the Trust to ensure that the gates to the Old Church are opened at 6.30 am on Easter Sunday to allow the Easter Sunrise Service to go ahead. **Action Clerk**

5.4.3 *York Marine Services Ltd – Field 84 update* – Nothing to report

5.5 Youth Support and Children’s Recreation

5.5.1 *The Park, Keble Park North* – The decision to allocate funds for new play areas in York has been delayed. Cllr. Mrs Thornton expressed consternation regarding the City Council’s decision making system and questioned the viability of their consultation process.

5.5.1.1 *Letter from Mike Chalk* – Mr Chalk suggested that the play area in Keble Park should be converted into allotment space. The Councillors agreed that this is not the time to consider this suggestion whilst award decisions are pending. Clerk to advise Mr Chalk. **Action Clerk**

5.5.2 *The Old School* – Item to be removed from Agenda.

5.5.3 *Bishopthorpe Playgroup* – Item to be removed from Agenda

5.5.4 *Youth Recreation post Urbie* – A meeting has been arranged with the Urbie group leaders in April. The organisers have confirmed that the project will not be taken out of the village but have indicated that a financial contribution will be necessary to retain it.

5.6 Allotments

5.6.1 *Monthly Report* – Reading for an email from Cllr. Dale, Cllr. Harrison reported the following items:

- The waiting list for both sites is long and efforts are being made to split any vacant plots into two new allotments to satisfy demand.
- The meeting with BTCV attended by over 30 allotment holders and Cllrs Dale and Harrison was only partially successful. Plot holders are not in agreement with an ‘all embracing’ allotment association but did like the idea of a seed buying committee.

5.7 Senior Citizens Support

5.7.1 *Monthly Report* – Cllr. Mrs Green reported that there is nothing new to report from Vernon House.

Cllr. Mrs Thornton suggested that the residents might wish to become involved in the mural to be painted on the wall of the large upstairs meeting room in the refurbished Village Hall and requested that Cllr. Mrs Green broach this suggestion on her next visit. **Action Cllr. Mrs Green**

5.8 Web-site Management

5.8.1 *Web Page Update* – Cllr. Harrison requested that all Councillors provide digital photographs of themselves to Tim Bruce. These will be included in the contact page of the newly updated Parish Council website. **Action all Parish Councillors.**

09/36	6	Financial Transactions	
	6.1	<u>Payments to approve</u>	
		Clerk's Salary	458.00
		Clerk's Expenses- (<i>photocopying £0.91, Stamps £11.80</i>)	12.71
		City Of York Council - Application for building regulations for Village Hall	270.25
		J Lister Electrical Ltd. Portable appliance testing Village Hall	54.05
		Bishopthorpe Village Hall Committee Quarterly Rents Due:	217.00
		• Parish Council £36.00	
		• Bishopthorpe First Responders £19.00	
		• Brownies £52.00	
		• Junior Badminton £60.00	
		• Playgroup £50.00	
		British Gas – Village Hall 25 th November to 6 th March	922.38
		G & S Jackson and Son – removing trees and levelling on Ferry Lane	977.50
		Payment Total	£2,911.89
	6.2	<u>Income Receipts</u>	
		Sports Committee – Grass Cutting refund to Parish Council	455.00
		Sports Committee – Npower Electricity	553.08
		Sports Committee – Yorkshire Water	24.28
		Payment from Village Hall Committee for:	899.73
		• Npower £241.68	
		• Water £32.66	
		• Gas £344.09	
		• Npower £247.34	
		• Water £33.96	
		Income Total	£1,932.09

Approval of financial transactions proposed by Cllr. Harrison and seconded by Cllr. Mrs Thornton. Carried Unanimously.

09/37	7	School Governors	
	7.1	<i>Infants School</i> – Cllr. Livesley reported that a complaint has been made to the City Council concerning the increase in paperwork undertaken by the school for the simplest of administration procedures.	
	7.2	<i>Junior School</i> –Cllr. Mrs Green reported that the newly appointed Deputy Head, Sally Sutton, has taken on the role of Special Educational Needs Co-ordinator. Cllr Harrison thanked Cllr Green for conducting a tour of the village for year 3 pupils.	
09/38	8	Millennium Trust	
	8.1	Youth Awards	
	8.1.1	<i>Sub Committee Report</i> – Nothing to report	
	8.2	Pinfold	
	8.2.1	<i>Sub Committee Report</i> – Nothing to report	
	8.3	Sensory Garden	
	8.3.1	<i>Update</i> – Cllr. Mrs Green reported that there are no problems with either the Sensory Garden or the Pinfold.	
	8.3.2	<i>Letter from Lyn Glass</i> – A further donation of £1,000 from Mrs Glass for the Sensory Garden has been passed to the Millennium Trust.	

- 09/39 9 **Police Liaison**
- 9.1 *North Yorkshire Police Force* – The following report was emailed to Cllr. Mrs Green by PCSO Colin Martin:
- “*Bishopthorpe figures 20th February 2009 to 20th March 2009:*
- Criminal Damage**
22/02 - A window was broken on Wolsey Drive
15/03 - A window was broken on Kirkwell
- Theft**
22/02 - A unlocked bike was taken from a drive on Wolsey Drive
23/02 - Money taken from a house in Maple Ave
- Auto Crime**
26/02 – A car window was smashed and a handbag taken on Church Lane
- Assault**
26/02 - A female was assaulted on the cycle track, this happened on the 12th but was not reported till the 26/02
27/02 - A female was assaulted on Chantry Lane, 1 arrested
- Non crime**
There were also 3 reported incidents of Anti Social Behaviour involving youths.”
- 09/40 10 **Local Council Association**
- 10.1 *York Voluntary Voice – Newsletter* – information passed to Cllr. Mrs Thornton.
- 10.2 *CPR Fieldwork newsletter* – noted
- 10.3 *White Rose Update* – Cllr. Harrison reported the following items from the March issue:
- The YLCA Joint Annual Meeting will be held on Saturday 18th July at Poppleton Community Centre at 2pm.
 - An update of Model Standing Orders and Chairmanship will soon be available. Clerk to request a copy. **Action Clerk**
 - The approval of the External Annual Audit return has been brought forward to 30th June.
- 10.4 *YLCA – Training and Development Programme 2009* – Cllr. Harrison suggested that the new Parish Council Internal Auditor, Emma Field, may wish to go on an Internal Audit Course being run by YLCA.
- Cllr. Harrison proposed that the Parish Council should pay the cost of this course, £58, if Emma decides this would be beneficial to her. Seconded by Cllr. Livesley. Carried Unanimously. Details of course to be passed to Emma - **Action Clerk**
- 09/41 11 **Highway Matters**
- 11.1 *None*
- 09/42 12 **Correspondence**
- 12.1 City of York not covered elsewhere
- 12.1.1 *None*
- 12.2 Others
- 12.2.1 *Town and Parish Standard – February newsletter* – noted
- 09/43 13 **Ward Committee**
- No update

09/44 14 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**

- Annual Cricket Match against the Ebor Players. Dates to be discussed (Tuesday June 30th or Tuesday July 7th). The Chairman requested that Councillors interested in playing, email the Clerk to express a preference between the dates.
- Cllr. Jemison confirmed that a new metal 'Bishopthorpe' village sign has been attached to the stone trough on Bishopthorpe Road following the theft of the original one.
- Cllr. Mellors gave his apologies for the next meeting together with a request to forward all planning applications to Cllr. Mrs Bruce for April.
- Cllr. Harrison confirmed that the Annual Parish Meeting will be on Wednesday 13th May and the Annual General Meeting will be on the 26th May. Venues to be confirmed.
- Until the Village Hall refurbishment is complete, all Parish Council meetings will be held in the Sports Pavilion on Ferry Lane.

09/45 15 **Date and time of next meeting **Tuesday 28th April 2009** at 7.00pm in the Sports Pavilion**

Meeting closed at 9.20 pm.