

Minutes of the meeting held at the Sports Pavilion on Tuesday 23rd June 2009.

The Chairman opened the meeting at 7:02 pm.

No other parishioners were present.

Council Members Present: -

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

09/83 1 **Apologies for absence.** Cllr. Mrs Green

09/84 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*

09/85 3 **Minutes of Meeting 26th May 2009**

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

09/86 4 **Consideration of Planning Matters and recommendations of the Planning Group**

4.1 Notice of Applications received

- 4.1.1 **64 Beech Avenue.** Porch to front following demolition of existing. 09/00818/FUL. No Objection
- 4.1.2 **9 Keble Gardens.** Single storey side extension. 09/00930/FUL. No Objection
- 4.1.3 **15 Keble Park South.** Two first floor flat roof dormers. 09/01075/FUL. Objection
- 4.1.4 **8 Newlands Road.** Single storey pitched roof side extension. 09/00857/FUL. No Objection, comments made
- 4.1.5 **24 Keble Park Crescent.** Conservatory to rear. 09/01100/FUL. No Objection
- 4.1.6 **Moor Farm, Moor Lane.** Change of use of agricultural building to class use B8. 09/01146/FUL. No Objection

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

- 4.2.1 **Sunnyside, 28 Copmanthorpe Lane.** Part two storey, part single storey rear extension. 09/00530/FUL. (**No Objection**). Approved
- 4.2.2 **Nursery, Moor Lane.** Construction of soakaway, creation of hard standing and raising of land level. 09/00279/FUL. (**No Objection**). Application withdrawn.

4.3 Other Planning Matters

- 4.3.1 *Update on Terry's Application* – Attending a meeting on the 6th June called by the Developers and the City Council; Cllr. Harrison reported that emphasis is being placed on keeping traffic moving along the preferred route of Tadcaster Road thus directing it away from Bishopthorpe.

The aim is to actively promote the Park and Ride scheme but how this will be achieved in practice could not be explained. Cllr. Mellors emphasised that Bishopthorpe Parish Council do not object to traffic coming through Bishopthorpe but are concerned about the volume of traffic that may be generated.

Cllr. Harrison stressed that to prevent Bishopthorpe becoming grid locked at rush hour, the City Council should look at the Parish Council's suggestion to reconfigure Church Lane. Grantside stated that they would not finance this project therefore Cllr. Harrison agreed that he would raise the matter with the Director of City Strategy at City Of York Council, Bill Woolley, to promote the idea and seek funding.

09/87 5 **Services**

5.1 Village Hall Management Committee

5.1.1 *Management Committee Report* – Due to the refurbishment of the Village Hall no Committee meeting held.

5.1.2 *Update on Refurbishment* – Cllr. Mrs Thornton reported that all major works are on schedule and the refurbishment is progressing well.

The second Lottery claim is due to be paid on Wednesday 24th June and the Clerk was requested to pay the contractors on Friday 26th June once the funds have been cleared to the Parish Council's Bank Account. **Action Clerk**

Focusing attention on the Village Hall floor, Cllr. Mrs Thornton produced four tenders for the job and requested the Councillor's opinions. A lengthy discussion arose during which the merits of each contractor were fully evaluated. In conclusion, Cllr. Mrs Thornton proposed that *Sandit* be awarded the contract for the Village Hall floor. Seconded by Cllr. Harrison. The proposal was supported by a majority vote of 8:1

5.1.2.1 *Confirmation from AON that insurance is in place* – AON have confirmed that insurance is in place to cover the period of the refurbishment.

5.2 Sports and Leisure Management Committee

5.2.1 *Management Committee Report* – Cllr. Mrs Thornton gave a précis of the Committee meeting held on the 15th June as follows:

- Cllr. Mrs Thornton apologised for not sending out invitations to all Committee Members following a change in the meeting date but thanked Cllr. Jemison and Cllr. Higgins for attending.
- City of York planning have visited the site and discussed options with regard to planning permission for a new cricket pavilion subject to the usual planning regulations and resident consultation
- It was agreed that the Parish Council would remit funds to the Sports and Leisure Committee for grass cutting expenses. This amount will be net of the Dean Landscapes invoice (payment item 6.1). **Action Clerk**
- Cllr. Jemison confirmed that the Bowl's Club hedge would shortly be cut and suggested that the Parish Council should ask the contractor to include the allotment hedge on Acaster Lane as well. This suggestion met with a positive response.

Cllr. Harrison remarked that the grass is only being cut on the football pitch and the rest of the field is overgrowing again. Cllr. Jemison to contact the contractor. **Action Cllr. Jemison**

5.2.2 *Change of use – planning application* – Cllr. Mellors reported that he is progressing this issue and will shortly pass a letter to the Clerk to send to the Landlord. **Action Cllr. Mellors**

- 5.2.3 *Committee year-end accounts for March 2008 & 2009 – copies requested from Sports and Leisure Committee Treasurer – The outgoing Treasurer for the Sports and Leisure Committee, Venise Drummond, is in the process of finalising the accounts with the Syd Kershaw.*
- 5.2.4 *Ferry Cottage – letter from Stephen Buckley – The matter rests with Burn & Co. the Parish Council’s solicitors.*
- 5.2.5 *Insurance claim regarding gate – confirmation that each user group has been contacted – Letters have been prepared and will shortly be posted to the head of each user group.*

5.3 Finance Committee

- 5.3.1 *Committee Report – The Accounts were finalised at a Finance Committee meeting held on the 11th June.*

Cllr. Harrison explained that it has been necessary to transfer the sum of £10,000 from the Parish Council’s Post Office Reserve Account to the Current Account held at the National Westminster to alleviate pressure on cash flow during the early stages of the refurbishment. It is anticipated that this sum will be returned to the Reserve Account on completion of the project in September.

- 5.3.2 *Loans to Parish Councils – Cllr. Harrison confirmed that he is currently investigating this source of finance following the withdrawal of the offer from the Feoffees*
- 5.3.3 *Approval of March 2009 Accounts & Annual Governance Statement – The Clerk presented the Parish Council’s year end Audited Accounts for signature.*

Cllr. Harrison confirmed that Bishopthorpe Parish Council fully comply with the Annual Governance Statement and proposed acceptance of the Accounts for the year ending March 2009. Seconded by Cllr. Dale. Carried Unanimously

The Chairman and the Clerk signed the Statement of the Accounts and the Annual Governance Statements. This document will be forwarded to Mazars before the deadline of 30th June. **Action Clerk**

In compliance with legal requirements, the Clerk will display the ‘*Notice of Appointment of Date For the Exercise of Electors’ Right*’ on the Village Hall notice board for twenty working days commencing 6th July. **Action Clerk**

- 5.3.4 *Email from Bishopthorpe History Group – A request has been received from the History Group seeking Parish Council financial assistance towards the cost of producing village history leaflets. The Clerk was requested to ask for a copy of the group’s Accounts to assist in the decision process. **Action Clerk***

5.4 Field 84, Riverside and Footpaths Working Party

- 5.4.1 *Working Party Report – Mr Mandy, of York Marine Services Ltd., has created three new fishing platforms but unfortunately, these are not in the agreed area. Cllr. Jemison offered to raise this matter with Mr Mandy and to remind him that there should be four platforms. **Action Cllr. Jemison***
- 5.4.2 *St Andrew’s Trust – Item to be removed from the Agenda. **Action Clerk***

5.5 Youth Support and Children’s Recreation

5.5.1 *The Park, Keble Park North* – The documentation to claim the Grant from the Ward Committee was presented for the signature of the Chairman.

Cllr. Mrs Bruce reported that following a meeting with Timberplay it was decided that new ideas could be incorporated into the drawings. The City Council have confirmed that it will not be necessary to submit an application for Planning Consent for the zip wire as it does not exceed height restrictions.

5.5.2 *Youth Recreation – Urbie* – Following consultation with the shop tenants on Acaster Lane, the Landlord, Mr Kelly, has granted permission for the Urbie bus to use the lay-by until September. Once the Village Hall refurbishment is complete, it is expected that Urbie will return to the Village Hall park each Wednesday evening.

Urbie attended Bishopthorpe Gala on the 20th June and Cllr. Mrs Bruce reported that organisers were very pleased to gather over 30 questionnaires completed by local youngsters.

5.6 Allotments

5.6.1 *Monthly Report* – The person at the top of the Appleton Road waiting list has broken two appointments with Cllr. Dale to view a free plot. It was agreed that this should be offered to the second person waiting.

5.7 Senior Citizens Support

5.7.1 *Monthly Report* – Nothing to report

5.8 Web-site Management

5.8.1 *Web page update* – Cllr. Harrison requested that a webpage link should be inserted between bish.net and the Parish Council’s website. Cllr. Dunn agreed to raise this point with Ian Keeton at their next meeting. **Action Cllr. Dunn.**

09/88

6 **Financial Transactions**

6.1 Payments to approve

Clerk’s Salary	476.00
Village Hall Administration Salary 26 th May 2009 to 22 nd June 2009	146.56
Clerk’s Expenses- (<i>photocopying</i> £7.52)	7.52
Bish Street Kids – donation to repair one of the Old School clocks	15.00
Deans Landscapes Limited – grass cutting on sports field	1,207.50
Simon Sykes Ltd – Replaces broken tiles to Sports Pavilion – vandalism	86.25

Payment Total	£1,938.83
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Refurbishment Payments

City Of York Council – Building Regulation Inspection Fee 24/4/09	810.75
First Interim Certificate – H Watson & Son (York) Ltd	55,914.70
AON Limited – Amendment to insurance policy re refurbishment	369.33

Refurbishment Payment Total	£57,094.78
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Grand Total to be debited this month	£59,033.61
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6.2	<u>Income Receipts</u>	
	Big Lottery Fund – First Interim Payment	48,621.48
	Sports and Leisure Committee – Npower	669.37
	Village Hall Committee – Yorkshire Water	24.27
	Income Total	£49,315.12

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

- 09/89 7 **School Governors**
- 7.1 *Infants School* – Nothing to report
- 7.2 *Junior School* – Nothing to report
- 09/90 8 **Millennium Trust**
- 8.1 Youth Awards
- 8.1.1 *Sub Committee Report* – The Village Hall has been booked for Tuesday 12th January 2010 at 6pm to host the 2009 Youth Awards presentation evening.
- 8.2 Pinfold
- 8.2.1 *Sub Committee Report* – During the weekend of the 20th June, the Pinfold was vandalised. The top stones containing the flowerbed were prised away, some smashed, and some stolen. Simon Sykes has been contacted to repair the damage and submitted an estimate for £85 + VAT to complete the job.
- Cllr. Harrison proposed that Simon Sykes' quote of £85 + VAT be accepted. Seconded by Cllr. Mrs Bruce. Carried Unanimously. **Action Clerk**
- 8.3 Sensory Garden
- 8.3.1 *Update* – Nothing to report
- 09/76 9 **Police Liaison**
- 9.1 *North Yorkshire Police Force* – Report from PCSO Colin Martin received following the meeting:
- Bishopthorpe figures 24th May 2009 – 20 June 2009**
- Criminal Damage**
- 29/05 – Damage to the cricket pavilion
- 15/06 – Car wing mirrors smashed off in Keble Park North
- Assault
- 14/06 – Youths fighting on Acaster Lane – **1 Arrested**
- ASB None crime
- 25/05 – Youths on mopeds in Beech avenue
- 27/05 – Youths on the cricket pitch
- 28/05 – Littering on Acaster Lane
- 01/06 – Youths on mopeds
- 02/06 – Youths on mopeds
- 14/06 - Youths on mopeds in Keble Park Gardens
- 15/06 – Youths at the Pinfold
- 19/06 – Youths at the Pinfold

Cllr. Dale commented that he reported an incident of a youth on a moped riding across the Cricket pitch. Although details of the registration were given to the Police, Cllr. Dale was disappointed with their response. Cllr. Higgins suggested that this matter should be raised with PCSO Colin Martin at the next Police Surgery to be held on Thursday 25th June.

- 09/91 10 **Local Council Association**
- 10.1 *Fieldwork magazine* – noted
 - 10.2 *CPRE – Consultation – City Of York Local Development Plan* – Information passed to Cllr. Mellors.
 - 10.3 *York Voluntary Voice – newsletter* – noted
 - 10.4 *YLCA – details of Northern Gas Networks grants* – details to be passed to Cllr. Mrs Bruce in connection with the play area finance application. **Action Clerk**
 - 10.5 *YLCA – Annual Report & Accounts* – noted
 - 10.6 *YLCA – notice of Joint Annual Meeting* – noted. Cllr. Harrison passed his congratulations to Cllr. Mellors upon his re-election to the position of Vice Chair
 - 10.7 *YLCA – notice of Joint Regional Training Conferences* – noted

- 09/92 11 **Highway Matters**
- 11.1 Cllr. Jemison reported that he has discussed cutting the hedge on Bishopthorpe Road with Harvey Lawson of the City Council.

At this point, Cllr. Harrison questioned the disappearance of one of the benches on the corner of Main Street / Acaster Lane. The Clerk was requested to contact the City Council seeking a replacement. **Action Clerk.**

Additionally, Cllr. Harrison suggested that the Parish Council's bench needs urgent attention to prevent further deterioration in the woodwork. Cllr. Jemison offered to assess the problem and report to the next meeting. **Action Cllr. Jemison**

- 09/93 12 **Correspondence**
- 12.1 City of York not covered elsewhere
 - 12.1.1 *None*
 - 12.2 Others
 - 12.2.1 *John Hodgson Charitable Trust – notice of dissolution* – information to be passed to Cllr. Mrs Green
 - 12.2.2 *Email from Phil Curtis regarding public trading* – Mr Curtis reported on the website, bish.net, that a burger van had parked opposite the Marcia Pub on race day and questioned whether this was legal trading. As a comment to his remark, Cllr John Galvin had raised the concern with the City Council department responsible for street trading.

- 09/94 13 **Ward Committee**

Ward Committee Grant information for 2010/11 – noted

Cllr. Mrs Thornton offered to bring this information to the attention of the Cricket Club. It was also suggested that a grant should be sought to replace the missing bench noted in point 11.

- 09/95 14 **Any other business, which the Chairman considers urgent under the Local Government Act 1972.**
- Reminder for Annual Cricket Match v Ebor Players - 7th July at 7pm
 - Cllr. Mellors gave his apologies for the July meeting and asked that all Planning Applications should be forwarded to Cllr. Mrs Bruce with effect from Monday 6th July.
 - It was agreed that the July meeting would commence at the Village Hall at 6.30pm to view the building works to date. Cllr. Mrs Thornton reminded everyone to wear appropriate footwear.
- 09/96 15 **Date and time of next meeting next Parish Council meeting Tuesday July 28th 2009** at 7.00pm in the Sports Pavilion.

Meeting closed at 9.00 pm.