

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 23rd July 2024 at the Village Hall, Main Street, Bishopthorpe.

The Chair opened the meeting at 7.06pm.

Council Members Present:

Cllr. Harrison, Cllr. Jemison, Cllr. George, Cllr. Astbury and Cllr. Stephen (7.28pm onwards).

24/100 1 **Recording the Meeting**

The right to record, film and to broadcast meetings of Bishopthorpe Parish Council, its committees, sub committees and any joint committees is established under the Openness of Local Government Regulations 2014. Bishopthorpe Parish Council is committed to being open and transparent in the way it conducts its decision making and therefore such recording is permitted under the lawful direction of Bishopthorpe Parish Council. Full rules for recording are available from the Clerk and those people recording any meeting will be deemed to have accepted them whether they have read them or not.

All recording must be undertaken in an obvious way and the wishes of any members of the public who do not want to be recorded must be respected. All persons recording the meeting are reminded that the 'Public Participation' period at the beginning of the meeting is not part of the formal meeting.

24/101 2 **Apologies for absence.**

Cllr. Green, Cllr Gajewicz, Cllr Thornton and Cllr Nicholls.

24/102 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. *No items were declared.*

24/103 4 **Minutes of Meeting, 25th June 2024**

Acceptance of the minutes was proposed by Cllr. Astbury and seconded by Cllr Jemison. Carried unanimously by all who attended the meeting. The minutes were signed by the Chairman.

24/104 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **18 Maple Avenue.** Two storey side and rear extensions and single storey rear and front extensions following demolition of existing conservatory. 24/01116/FUL. **No Objection**

5.1.2 **12 Keble Drive.** Single storey front extension, single storey side extension and two storey side extension 24/01188/FUL. **No Objection**

- 5.1.3 **Bishopthorpe Library, Main Street.** Replacement windows to South and West elevations. 24/01145/FUL . **No Objection**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in blue)
- 5.2.1 **Redmire Cottage, Acaster Lane.** Installation of air source heat pump to side. 24/00651/FUL. **No Objection.** Approved
- 5.2.2 **26 The Coppice.** Extension to existing front dormer roof extension to replace balcony. 24/00661/FUL. **No Objection** Approved
- 5.2.3 **Iona Lodge, Acaster Lane.** Variation of condition 2 of permitted application 23/01780/FUL to alter the approved plans and elevations. 24/00602/FUL. **No Objection** Approved
- 5.2.4 **Ousethorpe Cottage, 13 Main Street.** Fell one Ash, crown reduce one group and one individual Silver Birch (rear garden) and re-pollard one Willow (front garden) - trees in a conservation area. 24/00884/Tree Conservation Area. **No Objection** Approved
- 5.2.5 **The Palace, Bishopthorpe Road.** Fell five trees to monoliths / stumps and crown reduce one lime tree. Tress in Conservation Area. 24/00977/Tree Conservation Area. **No Objection** Approved
- 5.2.6 **5 Acaster Lane.** Two dormers to rear and three rooflights to front. 24/00923/FUL. **No Objection** Approved
- 5.3 Large Householder Extension Notifications
- 5.3.1 None
- 5.4 Other Planning Matters
- 5.4.1 *PROW – Section 53 Wildlife and Countryside Act 1989 – Application to record a public footpath from Chantry Lane, Bishopthorpe to Ferry Lane, Bishopthorpe – The Parish Council has been advised that an objections have been received from Trustees of St Andrew’s Trust wishing to prevent this path being made a public right of way. The Parish Council will seek legal advice to move this application forward.*

Under this heading Cllr. George reported the Parish Council is not being made aware of amendments to existing planning applications. Cllr. George has contacted the City Council to ask them to include the Parish Council in all amendment notifications going forward.

Services6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – Nothing to report

- 6.1.2 *External Repairs* – Cllr. George has instructed Richard X to replace the rotting wooden door surround at a cost of £455. A quote to supply the Parish Council with a ‘Corian Nameplate’ – one which has the name engraved on the board – has been requested. The benefit of this type of notice is its longevity.

The roof work is now complete with the invoice presented for payment under 7.1.2.

- 6.1.3 *Floor polishing / repainting* – Cllr. Stephen has sent photos of the worst affected areas of the Village Hall floor to the companies who have supplied quotes for repair. This is to ensure there will be no hidden extra charges added to their invoices. A local company has been identified by Cllr. Thornton and will be approached for a quotation.

Action Cllr Thornton

6.2 Sports and Leisure Management Committee

- 6.2.1 *Management Committee Report* – Before the meeting Cllr Nicholls submitted the following report:

- The ramp leading into the pavilion will be checked for disability compliance.
- The footballers have agreed to keep off the cricket outfield. When the new football season commences, the footballers have agreed not to use the facilities at all on cricket midweek friendly match nights.
- A plumber / builder may be needed to finish off the snags: the door needs upgrading, the slope re-pointing and the wall needs rebuilding or taking down.
- Storage solutions have been agreed by the three users.
- The Parish Council has been asked to purchase up to four large cork boards for the changing rooms.
- The Parish Council has been asked to pay for the seating in the home dressing room where there is currently an old bench.
- A sanitary bin is to be purchased – Cllr. Thornton is sorting this.
- In the long term the floor will need to be re-covered and Playgroup has expressed a desire to attach a canopy to the building to allow outdoor play in bad weather.
- Four moles were caught and re-housed.
- The Acaster Lane / Ferry Lane hedge has been cut by Bear Tree Care who took away the clippings.

6.3 Finance Committee

- 6.3.1 *Committee Report* – Nothing to report

6.5 Youth Support and Children’s Recreation *(Cllr Stephen entered the meeting at 7.28pm)*

- 6.5.1 *Monthly Park inspection* – Cllr Stephen had the inspection bag for June and reported one of the container railings near the zip wire has come away and is spilling chips. Some swing seats are developing little cracks: these will be closely monitored for deterioration.

The bag was passed to Cllr George for the upcoming month.

6.6 Allotments

- 6.6.1 *Monthly report* – Cllr. George reported the following items:

- Five people remain on the waiting list for a plot in Bishopthorpe.
- Three plots at Appleton Road are now let and one plot has been cleared.
- One plot at Acaster Lane has recently been re-let .

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 *Monthly Report* – By email before the meeting Cllr Green reported the following items:

- The Knit and Natter Group has decided to no longer use Vernon House for their meetings despite the helpful pricing policy, which allowed their membership to grow from three to nine.
- The Poetry Group is making good use of the internet facilities in the Vernon House, which were installed and paid for by the Parish Council. When a new poet is introduced to the group, a member goes on-line to find out more information about them, which enhances their group meetings.

6.8 Web Site Management

- 6.8.1 *Monthly Report* – The current website contract ends on the 27th June 2024. Cllr. George suggested the Parish Council should move this to Parish Online and this move has been initiated and will take up to four weeks to complete. A website is currently in the process of construction and it was suggested the Parish Council should take advantage of upgrading GB usage (at a small cost) at this stage. **Action Cllr George**

6.9 Bishopthorpe Library

- 6.9.1 *Monthly update* – The library plan to hold a murder mystery evening in October.

Cllr Jemison commented on the untidiness of land to the west of the library. The paving stones are full of weeds and the raised beds look disorderly. Cllr. Astbury offered to see if she could find someone to tidy this area. **Action Cllr Astbury.**

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Before the meeting Cllr Green submitted the following report:

- A trip was made by Cllr. Green to Copmanthorpe to inspect their wildflower verges. In order for the area in front of Vernon House to resemble the ones in Copmanthorpe it will be necessary to take up all the grass and plant wildflower seeds in replacement. This would be a substantial job, therefore Cllr. Green will arrange for a single track to be cut through the middle of the area and planted with wildflowers to show what could be achieved.
- Cllr. Harrison commented the area currently looks very untidy and the grass cutting machines operated by the City Council would be unable to remove the long grass. Complaints have been received from residents expressing the same sentiment.

6.10.2 *York Environment Week returns: 14th September to 12th October* – Noted

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – Mrs Christian provided the Parish Council with the following update for the community orchard:

“Paths are regularly mown to give access around the orchard meadow. Children from playgroup have enjoyed using the paths. St Nicks has provided training in the use of an Austrian scythe, and loaned a scythe, which we have used to cut part of the meadow. Over the weekend we made hay, which we advertised for free on Facebook and proved popular. It has all been given away to residents for rabbit/guinea pig hay. We hope to make more hay if the weather permits. There is a good apple crop and we hope that some early varieties will be ready for the stall at Bishopthorpe Festival.”

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Financial Transactions7.1 Payments to approve7.1.1 **Cheque / Direct Debit payments****Amounts paid**

H3G – Internet provision, Village Hall	22.98
GoCardless, York Wi-Fi Solutions – Village Hall internet charge	24.00
BOnline – Internet for Vernon House	36.53
Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	229.66
Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	200.00
Monthly direct debit to E-On Village Hall Gas (A-724142FO)	431.05
HMRC – Quarterly payment of Clerk’s NICs	31.05
Savills – Glebe biannual rent	225.00

Total Amount paid**£1,200.27**

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk’s Salary	833.00
Clerk’s Expenses	0.00
BT – connection charges for Clerk’s internet (3 months)	92.44
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	0.00
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	0.00
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
Sports Turf Services Ltd – Grass cutting cricket field, Ferry Lane	144.00
Ainsty Landscapes – Grass cutting sports field, Ferry Land	720.00
B.Newellroofing – Village Hall roof repairs	8,160.00
Cllr. Green – D’Oyls refund for Mr Wilson (Vernon House)	33.00
Richard X – treat planters with wood preserve – Sensory Garden	134.00
City of York Council - waste collection, Sports Pavilion	75.00
City of York Council - waste collection, Village Hall	81.50
S C Services, allotment clearance, concrete & shed removal	750.00
B Clark – Play Area gate locking / unlocking, Feb to July	552.00
Big N Bouncy Castle Hire, Bishopthorpe Cricket Club fundraising day	32.00
Bear Tree Care – Acaster Lane hedge trimming	500.00
Yor-Pest Control – moles removed from playing fields	180.00
Andrew’s Garden Services – Play Area grass/hedge cuts	500.00
Playdale – 50% deposit invoice for repairs to Ariel Whirl	230.24
Brunswick Organic Nursery - removal / replacement of village planters	1,240.08
On-line payment total	15,064.76
Payment Total	£16,265.03

7.2 **Income Receipts**

Village Hall rental income	1,143.95
Playgroup Quarterly income	1,300.00
Vernon House rental income	334.50
Total Income	£2,778.45

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

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School Governors

8.1 *Infants School* – Nothing to report.

8.2 *Junior School* – Nothing to report.

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Gordon Watkins Community Award

9.1 *Committee Report* – Nothing to report

- 24/109 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 24/110 11 **Sensory Garden**
11.1 *Committee Report* – Several new shrubs have been planted and general weeding, watering and maintenance has been undertaken.
11.2 *Mosaic repairs* – The person who originally created the mosaic does not wish to be involved in its repair. Therefore Cllr. Astbury offered to look on the internet for a suitable company to undertake the job.
- 24/111 12 **Police Liaison**
12.1 *Ward Manager’s Report* – Cllr. George reported the total number of crimes reported for May 2024 are as follows: Anti- Social Behaviour 4 , Burglary 1, ‘Other Theft’ 2 and bicycle theft 1. (Anti-Social Behaviour is split into the following categories – individual, group or environmental.)

The police have asked the Parish Council to publish the following information:

*“What is Op Snap?
We want to make sure our roads are as safe as possible for all users, that's why we have Op Snap - and we need your help.
If you see anyone committing driving offences on our roads (for example Dangerous driving, Contravene red traffic light, Contravene traffic sign, using a trailer in lane three of a motorway, mobile phone offences, contravening solid white lines), and it's captured on your dashcam, CCTV or a mobile phone by a passenger, we want you to send it into us :*

<https://www.northyorkshire.police.uk/police-forces/north-yorkshire-police/areas/campaigns/campaigns/op-snap/>
- 12.2 *Your Police Service, Your Say” – Jo Coles, Deputy Mayor for Policing Fire and Crime, to host online public meeting driven by interest from the public – Noted*
- 24/112 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – At a recent meeting with the City Council, Cllr. Harrison asked two questions:

 - Firstly, when will the yellow lines will be painted on Acaster Lane and
 - Secondly, how will the 20mph speed limit (recently introduced in Bishopthorpe) be measured.

Both questions were unanswered.

Cllr. Harrison discovered Yorkshire Water were responsible for providing a pump to the village last year when Chantry Lane / Main Street flooded. This was not installed in a timely manner and the area was underwater before action was

taken. To ensure the village is fully prepared for the next flooding incident, Cllr. Harrison suggested the Parish Council should look into purchasing a sump pump and engage a body of local volunteers to set it up when needed. Cllr. Jemison offered to investigate costs. **Action Cllr Jemison**

13.2 *White Rose Updates* – Noted

24/113 14 **Highway Matters**

14.1 *Floral Displays* – Nothing to report.

Andy Farndale, of Harcourt Close, contacted the Parish Council to inform he has inspected Maple Avenue, Keble Park North and Sim Balk Lane for potholes. These have been recorded and photographed with details sent to the City Council.

24/114 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 *New consultation as part of York's bus Service improvement plan* – Noted.

15.2 Others

15.2.1 *Email from Copmanthorpe Parish Council – HGV lorries* – Copmanthorpe Parish Council has called for a collective view to be put before the City Council regarding the HGV lorries using the villages of Bishopthorpe, Copmanthorpe, Appleton Roebuck, Acaster Malbis and Acaster Selby, to access businesses on Acaster Airfield. The matter appears to have reached a crisis point following the closure of the bridge on Copmanthorpe Road to vehicles over 18 tonnes. Lorries originally coming through Bishopthorpe are now using the other villages and if the bridge is repaired, it is assumed the lorries will return to use Bishopthorpe as their preferred route.

Copmanthorpe Parish Council is suggesting a joint effort of all affected Parish Councils to develop a plan to prevent the renewal of the Celcom licence, which is due to expire in a couple of years' time.

The meeting felt that to object to the extension of Celkirk's licence could lead to the loss of jobs and as they are not the only HGV company operating from the airfield there could be further repercussions for other jobs. Cllr. Harrison offered to inform Ward Councillor Nichols of the Parish Council's view. **Action Cllr Harrison.**

The Ward Councillor, Cllr. Nicholls asked a question regarding this issue to Councillor Kate Ravilious at a full City Council meeting recently. Cllr. Ravilious would be interested to hear the collective view of all affected Parish Councils. Both Cllr Chris Steward (CYC) and the

Ward Councillor will be pressing for the licence not to be renewed as the volume of traffic is only heading in one direction and none of the villages affected are suitable for HGVs

24/115 16 **Ward Committee – Ward Committee update report from Ward Councillor Cllr. Nicholls:** Cllr. Nicholls, Ward Councillor, submitted the following report by email before the meeting:

- *“My frustration with the lack of yellow line continues - when I get a definitive answer when the work commences, I will post details on the village Facebook page.*
- *I have asked Cllr Coles, the new Fire, Police and Crime Commissioner, to allow more roads to be included in what they can patrol – especially Acaster Lane.*
- *Potholes - I and four volunteers met with two highway officers. I need to divide streets of the ward amongst the volunteers and then report on these on an ongoing basis. To help this I am asking the two Parishes (Bishopthorpe and Acaster Malbis) to buy a measuring device if I cannot use ward funds - one would cost £276.95 ex VAT. I will let you know in August if funds are needed”. (In principle Bishopthorpe Parish Council would be willing to purchase one device.)*
- The new Ward Budget for 2024/25 has been agreed at £6,187. Applications for funding can be made by contacting Ward Councillor, Michael Nicholls, on cllr.mnicholls@york.gov.uk
- Cllr George commented the fall from 40 mph to 20 mph in various parts of the village is too steep. He suggested to the Ward Councillor the fall should be from 40 to 30 mph, which should then fall to 20 mph.

24/116 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- *Bishopthorpe Festival* – Cllr. Harrison asked for ideas for the Bishopthorpe Parish Council festival stall to be brought to the August meeting. **Action All Councillors**

24/117 18 **Date and time of next meeting – Tuesday, 27th August 2024 at 7pm at the Village Hall.**

Meeting closed at 8.17 pm