

# BISHOPTHORPE PARISH COUNCIL

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## AGENDA

**NOTICE IS HEREBY GIVEN that an ORDINARY MEETING of Bishopthorpe Parish Council will be held on Tuesday, 28<sup>th</sup> May, 2024 commencing at 7.00pm at the Village Hall .** Date of posting: Wednesday 22<sup>nd</sup> May, 2024.

- 1 **Recording of 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.

- 2 **Apologies for absence** (including notice if potentially leaving part way through the meeting). Cllr. Mason
- 3 **Declarations of Interest.** At this point Councillors are asked to declare any prejudicial interest they may have in the business on this agenda
- 4 **Minutes of Meeting** 23<sup>rd</sup> April 2024
- 5 **Consideration of Planning Matters** and recommendations of the Planning Group.
  - 5.1 Notice of Applications Received
    - 5.1.1 **Ebor Hotel.** External works to include erection of wall to front boundary and extended dropped kerb crossing. 24/00612/LBC
    - 5.1.2 **Ebor Hotel, Main Street.** Erection of wall to front boundary and extended dropped kerb crossing. 24/00611/LBC
    - 5.1.3 **59 Main Street.** Installation of flat window to front elevation following removal of existing bay window. 24/00720/FUL
    - 5.1.4 **Redmire Cottage, Acaster Lane.** Installation of air source heat pump to side. 24/00651/FUL
    - 5.1.5 **26 The Coppice.** Extension to existing front dormer roof extension to replace balcony. 24/00661/FUL
    - 5.1.6 **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

# BISHOPTHORPE PARISH COUNCIL

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## 5.2 Notice of Decisions Given (Parish Council decisions are in red)

- 5.2.1 **Old School Medical Centre, Church Lane.** Change of use from doctor's surgery to one dwelling. Two storey side extension, first floor rear extension and installation of solar panels to rear roof slope. 24/00351/FUL. **No Objection** Refused
- 5.2.2 **63 Keble Park South.** Two storey side and single storey rear extension following demolition of existing conservatory. 24/00573/FUL. **No Objection** Approved
- 5.2.3 **Brew House Cottage, Bishopthorpe Road.** Internal and external alterations associated with change of use from storage to offices with footpath access and floor slab, internal pod structure, internal doorway and partition. 23/01346/FUL. Decision held over from July – **No Objection** Approved
- 5.2.4 **Brew House Cottage, Bishopthorpe Road.** Change of use from storage to offices with footpath access. 23/01345/FUL. Decision held over from July – **No Objection** Approved
- 5.2.5 **46 Bridge Road.** Two storey side/rear extension, porch to front and fence to southern site boundary following removal of hedge and existing detached garage. 24/00477/FUL. **No objection but the Parish Council would ask that the hedge be kept as it is better for wildlife and the environment.** Application approved by the City Council including the removal of the hedge.
- 5.2.6 **5 Neville Drive.** Single storey rear extension and addition of pitched roof form to front following demolition of existing garage. 24/00484/FUL. **No Objection.** Approved
- 5.2.7 **18 Maple Avenue.** Two storey side, first floor and single storey rear extensions and rear dormer and rooflight to front elevation. 24/00333/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 – update Cllr. Harrison .

## 6 Services

### 6.1 Village Hall Management Committee

- 6.1.1 Management Committee Report – update Cllr Thornton
- 6.1.2 External Repairs – update Cllr. George
- 6.1.3 Fire Safety Legislation changes guidance for non-residential premises – update Cllr. Thornton
- 6.1.4 Floor polishing / repainting – update Cllr. Stephen

### 6.2 Sports and Leisure Management Report

- 6.2.1 Management Committee Report – update Cllr Nicholls
- 6.2.2 Cricket scoreboard rebuild – update Cllr. Nicholls

# BISHOPTHORPE PARISH COUNCIL

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## 6.3 Finance Committee

- 6.3.1 Committee Report – Meeting with the Internal Auditor
- 6.3.2 Approval of Annual Governance Statement 2023/24
- 6.3.3 Approval of the Annual Statement 2023/24

## 6.4 Field 84, Riverside and Footpaths Working Party

- 6.4.1 Update – update Cllr. Jemison
- 6.4.2 Email from J Lever: Works to track from Acaster Lane to river

## 6.5 Youth Support and Children’s Recreation

- 6.5.1 Monthly Park inspection

## 6.6 Allotments

- 6.6.1 Monthly Report – Cllr. George

## 6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 Monthly Report – Cllr. Green

## 6.8 Web Site Management

- 6.8.1 Monthly Report

## 6.9 Bishopthorpe Library

- 6.9.1 Monthly Report – update Cllr. Gajewicz

## 6.10 Environmental and Sustainability

- 6.10.1 Monthly Report – update Cllr. Green

## 6.11 Community Emergency Planning

- 6.11.1 Committee Report – update Cllr Nicholls

## 6.12 Bishopthorpe Orchard

- 6.12.1 Update – update Cllr. Green

## 7 Financial Transactions

### 7.1 Payments to Approve

#### 7.1.1 **Cheque / Direct Debit Payments**

#### **Amounts paid**

H3G – Internet provision	22.98
GoCardless, York Wi-Fi Solutions – monthly charge for Village Hall maintenance	24.00
Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	100.00
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
Ecotricity – Vernon House electricity supply	0.00
BOnline – Village Hall internet connection	31.73

#### **Total Amount paid**

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**£809.76**

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# BISHOPTHORPE PARISH COUNCIL

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## 7.1.2 On- Line banking payments

### Amounts paid

Clerk's Salary	833.00
Clerk's Expenses (10 x A3 envelopes £10.09, Replacement cartridges £88.97)	99.06
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	7.50
C Henk – Sports Pavilion cleaning	150.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	0.00
Ainsty Landscapes – Grass cutting sports field, Ferry Land	720.00
HMRC Employers NIC monthly payment	0.00
Acaster Forge Ltd – repairs to Village Hall handrail	600.00
Ashfield Woodchip – Play Area wood chip top up	4,153.60
Business Stream – Acaster Lane allotments	47.59
Business Stream – Appleton Road allotments	69.13
Business Stream – Sports Pavilion	104.99
Business Stream – Vernon House	36.60
Business Stream – Village Hall	256.30
City of York Council - Lining works outside Village Hall	125.40
Clear Councils – Local Councils Insurance (£2744.31 2023/24)	3,295.70
Cllr. George refund for Village Hall mesh wall hangings	12.99
Cllr. Mason – refund for website expenses	43.90
Dennis King Ltd – Installation of small heater to new Ward Councillor	695.09
Grade 3 Ltd – removal of asbestos on allotment sites	5,334.00
Sensory Garden plant purchase (Cllr. Harrison)	20.00
Sports Turf Services (York) Ltd – grass cuts sports field	144.00
Cllr. Thornton – Village Hall cleaning materials	54.93
D Miles Joinery – installation of new toilet at Village Hall	295.00
Cllr. Thornton – XL Display – boards for Bishopthorpe Cricket Club	420.00
Playdale – 50% deposit for inspection repairs	801.53
Garden & Estate Machinery Services – mower repairs Bishopthorpe Cricket Club	137.00
Richard X – Repair Sensory Garden planters	305.00
Hopkinson & sons Ltd – Bishopthorpe Cricket Club mower deposit	219.90
Mike Thorpe Windows – UOC door Bishopthorpe Library	3213.60
WT Mennell Agricultural – Bishopthorpe Cricket Club roller repairs	1862.27
Martins of York – Skip hire for Sports Pavilion (refund Cllr. Thornton)	180.00
Dennis King Ltd – Repairs / updates following EICR inspection	5,752.93
On-line payment total	<b>30,678.51</b>
<b>Payment Total</b>	<b><u>£31,488.27</u></b>

# BISHOPTHORPE PARISH COUNCIL

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## 7.2 Income Receipts

### **Amounts Received**

Precept – City of York Council	17,500.00
The Boatyard York Ltd – annual rent	2,850.00
Vernon House rental income	347.00
Village Hall rental income	4,182.02

<b>Total Income</b>	<b><u>£24,879.02</u></b>
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## **8 School Governors**

- 8.1 Infant School – update Cllr Nicholls
- 8.2 Junior School – update Cllr. Green

## **9 Gordon Watkins Community Award**

- 9.1 Committee Report – update Cllr Thornton

## **10 Pinfold**

- 10.1 Committee Report – update Cllr. Astbury

## **11 Sensory Garden**

- 11.1 Committee Report – update Cllr. Astbury
- 11.2 Mosaic repairs – update Cllr. Thornton

## **12 Police Liaison**

- 12.1 Ward Manager’s Report – update Cllr. Green / Cllr. George

## **13 Local Council Association**

- 13.1 Yorkshire Local Councils Association – Update Cllr. Harrison
- 13.2 New Neighbourhood Planning Design Coding Guidance
- 13.3 Parish Mapping Webinar - Thursday, 7 May
- 13.4 White Rose updates
- 13.5 Consultation being administered by the Committee on Standards in Public Life
- 13.6 York Branch Annual Meeting – 6<sup>th</sup> June at Dunnington Reading Room
- 13.7 Green Belt & Conservation Areas Planning Webinar - Wednesday, 24 July
- 13.8 Planning Enforcement and Appeals Webinar - Wednesday, 22 May
- 13.9 Regional Training Day - 18 July 2024

## **14 Highway Matters**

- 14.1 Flower Barrels: Email from Mrs Stott asking if barrels could be placed on Beech Avenue – update Cllr. Astbury
- 14.2 Notification from the City Council of Highway Maintenance - Bishopthorpe Road
- 14.3 Email from G Holmes, City Council Traffic Project Manager - Economy and Transport EMDS 28th May at 11am

# **BISHOPTHORPE PARISH COUNCIL**

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## **15 Correspondence**

15.1 City of York Council not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 Email from R Bailey - Safety of Lithium ion Batteries and e-bikes and scooters

## **16 Ward Committee**

16.1 Update

## **17 Any other business, which the Chairman consider urgent under the Local Government Act 1972**

## **18 Date and time of next meeting Tuesday 25<sup>th</sup> June, 2024 at the Village Hall, Main Street at 7.00pm.**

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## 19 Payments to Authorise May 2024

### 19.1 Payments to Approve

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**Bank Account checked by**