

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 26th July, 2022 at the Village Hall, Main Street, Bishopthorpe.

The Chairman opened the meeting at 7.00 pm.

Council Members Present:

Cllr. Harrison (Chairman), Cllr. Jemison, Cllr. George, Cllr. Gajewicz, Cllr. Nicholls, Cllr. Astbury and Cllr. Hunt.

22/118 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.

22/119 2 **Apologies for absence.**

Cllr. Green, Cllr. Thornton and Cllr. Conley

22/120 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.

22/121 4 **Minutes of Meeting, 28th June, 2022**

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

22/122 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **The Orchard, 21 Main Street.** Heavily reduce one Hawthorn down to eight feet in height – protected by Tree Preservation Order CYC167. 22/001023/Tree Preservation Order. **No Objection**

5.1.2 **Field House, Middlethorpe.** Fell one Sycamore tree in a Conservation Area. 22/01447/Tree Conservation Area. **No Objection**

5.1.3 **88 Acaster Lane.** Single storey side and rear extension. 22/01313/FUL. **No Objection**

5.1.4 **Proposed dwelling to the north of 39 Main Street.** Fell one blue spruce tree in Tree Conservation Area. 22/01435/Tree Conservation Area. **No Objection**

5.1.5 **11 Croft Court.** Relocation of front door. 22/01346/FUL. **No Objection**

- 5.1.6 **Fairmead, 21 Coda Avenue.** Variation of condition two of permitted application 17/02483/FUL to alter external materials and finishes of elevations of single storey rear extension. 22/01223/FUL. **No Objection**
- 5.1.7 **46 Acaster Lane.** Creation of new access to front and formation of new driveway within site. 22/01413/FUL. **No Objection**
- 5.1.8 **Ramsey House, Chantry Lane.** Re-pleach a line of Lime trees, trim one Yew, reduce lateral canopy of one Norway Maple by 1.5m – tree works in Tree Conservation Area. 22/01515/Tree Conservation Area. **No Objection**
- 4.5.2 Notice of decisions given (*Parish Council decisions are highlighted in blue*)
- 5.2.1 **The Orchard, 21 Main Street.** Heavily reduce one Hawthorn down to eight feet in height – protected by Tree Preservation Order CYC 167. 22/01023/Tree Preservation Order. **(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 – Cllr. Harrison reported that a local inquiry will be held by the Planning Inspectorate to determine whether the path will be legally registered as a Public Right of Way.*
- 5.4.2 *Planning Application information received May 24th: Proposed 5G Telecommunications Installation for H3G UK – from WHP Telecoms Ltd - update – The Parish Council has objected both to the location and to the appearance of the proposed telecommunication installation.*
- 5.4.3 *Email from R Wright: Planning ref 21/02401/FUL Priory Corner, Bishopthorpe – Cllr. Harrison reported that the City Council has raised similar concerns to those put forward by the Parish Council. A request has been made to Mr Wright (who acts for the applicant) to provide the Parish Council with his reply to the City Council to these points for clarification.*

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6 Services

- 6.1 Village Hall Management Committee
- 6.1.1 *Management Committee Report – The Caretaker has been ill with Covid but Cllr. Thornton is opening and closing the Village Hall in her absence.*
- 6.1.2 *External Repairs – The building’s exterior will be assessed and recommendations for upkeep and repair brought to the next Parish Council meeting.*
- 6.1.3 *Risk Assessment Document – An assessment of the under-stage area is to be made shortly.*
- 6.2 Sports and Leisure Management Committee
- 6.2.1 *Management Committee Report – Cllr. Nicholls reported the following items:*
- Two windows in the Sports Pavilion have been smashed by vandals. Cllr. Nicholls has arranged for their repair and will also ensure that the grills are replaced at the same time.

- The Cricket Club organised a 20/20 fund-raising match against York City FC, which was very well attended.

6.2.2 *Internal alterations to building* – Cllr. Nicholls has arranged a site meeting with the appointed builder on the 27th July.

6.2.3 *Cricket scoreboard rebuild* – Cllr Nicholls has suggested that the Club may prefer to use a mobile scoreboard, which could be stored in their lockup hut and wheeled out when needed. The scoreboard would then be demolished.

6.3 Finance Committee

6.3.1 *Committee Report* – Nothing to report

6.3.2 *Request for a donation towards court resurfacing from Bishopthorpe Tennis Club* – Cllr Harrison contacted the Tennis Club to enquire if they have applied for grants from elsewhere. Their response is awaited before the Parish Council can move this request forward.

6.3.3 *Community Hubs and Grants* – Cllr. Harrison circulated an email to all Councillors prior to the meeting that gave details of available grants but no suggestions were put forward.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Cllr. Jemison reported that the fencing along the riverside is slowly being removed to allow open views of the river. The City Council has set November as the next deadline for action.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr Harrison had the inspection bag for June and reported no issues. The bag was passed to Cllr. Hunt for the upcoming month.

Cllr. Harrison arranged for two new keys to be cut for the park gates. These will be kept in the inspection bag so that access to the park for weekly inspection purposes can be at the Parish Councillors' convenience.

6.5.2 *Painting floor markings for new games at the end of the park on the tarmac area* – Nothing to report

6.5.3 *Repairs to wooden boards and replacement bark* – Mike Dale of Crombledale Contracting completed the repairs to the park but within one day of opening one edging panel had been vandalised – it was subsequently repaired by Cllr. Harrison.

6.6 Allotments

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

- There are twenty people on waiting list: the vast majority of whom are waiting for a plot at the Acaster Lane site.
- A large plot at Appleton Road has been split in half and relet. Another one is in the process of being split but half is an orchard, which may prove problematic to re-let.

- Appleton Road has a weeping tap which may have an impact on water usage. It has been noted that there is greater water usage at Acaster Lane site but this is because it has more allotments.
- Cllr George made repairs to one of the jammed gates at Appleton Road. Another gate is immovable and will be referred to Mike Dale of Crombledale Contracting for repair.

6.6.2 *Acaster Lane Site: approve a quote of £300 to fell three diseased elm trees. (The quote is from Ash Tree Specialists) – Cllr. George reported that the trees are showing signs of disease and Ash Tree Specialists has recommended that they are felled. Cllr George was authorised to go ahead with their removal.*

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Nothing to report.

6.7.2 *Dementia Friendly villages*– Refer to item 13.3

6.8 Web Site Management

6.8.1 *Monthly update* – The website is up to date.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – Cllr. Gajewicz reported the following items:

- The library reported that their fundraising activities are going well – the retro games afternoon was very well attended.
- The next fundraising scheme is an emoji quiz and will cost participants £1.
- The library host weekly sessions for pre-school children in the Sensory Garden (weather permitting). The gate leading into the garden will be closed, using a metal hoop, to make the space as secure as possible during these sessions although all children should be under parental supervision.
- Plans are underway for the return of the Big City Read later in the year. This venture makes a welcome return following its absence during the last two years due to the pandemic.

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Nothing to report.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.10.2 *York Flood Alleviation Scheme June 2022 Newsletter* – Noted.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – By email submitted before the meeting Cllr. Green asked for help from Parish Councillors on **Sunday 9th October for Apple Pressing Day**. The event will be held in the Village Hall and help from Parish Councillors is requested from 10.30am to 1am (to set up) and then 15.00 to 16.00 (to take down equipment). It is hoped that the Orchard Group will run the press on the

day.

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7

Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

Amounts paid

Monthly direct debit to E-On Sports Pavilion Electricity (due 28/7)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 20/7)	217.16
Monthly direct debit to E-On Village Hall Gas (due 28/7)	344.00
Savills – payment for Glebe	225.00
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 1/7)	28.87
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 1/7)	28.87
The Renewable Energy Co. Vernon House Electricity (due 18/7)	27.79

Total Amount paid

£1,303.69

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk's Salary	712.25
Clerk's Expenses	0.00
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	9.00
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	12.31
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	84.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	156.00
Eyelid Productions – Annual website support	100.00
City of York Council waste collection, Village Hall	68.86
City of York Council waste collection, Sports Pavilion	63.40
G2 Integrated security solutions Ltd, Repairs to Village Hall door lock	61.20
Around the Clock Glazing, repairs to Sports Pavilion window	391.20
Crombledale Contracting – Repairs to Play Area (2 tonne of soil, timber weed membranes and consumables)	1603.35
Crombledale Contracting – Hedge cutting, Ferry Lane sports field	350.00
Ainsty Landscapes – Ferry Lane sports field grass cuts	680.00
Rebecca Clark – Play Area gate – March to July 2022	375.00
Andrew's Garden Services, cut lawns and hedges in Play Area	470.00

On-line payment total

5,968.07

Payment Total

£7,271.76

7.2

Income Receipts

Village Hall rental income:

2/6 Carolyn Sanderson	10.00
29/6 S Allen, Black Cats Pilates	25.00
30/6 J Acey	30.00
30/6 W Allison, Wednesday Badminton	24.00
1/7 Sue Coates, Slimming World	50.00
4/7 Nichola MacLeod	25.00
5/7 Lefter R, party booking	55.00
8/7 Sue Coates, Slimming World	50.00
11/7 Rent for June KS	170.00
13/7 S Allen, Black Cats Pilates	50.00
15/7 Sue Coates, Slimming World	50.00

Other Income:

13/7 Bishopthorpe Pre-school Sports Pavilion quarterly rent	1300.00
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£1,839.00

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

- 22/125
8

School Governors

8.1 *Infants School – Nothing to report.*

8.2 *Junior School – By email submitted before the meeting Cllr. Green reported that the school are now on summer holiday for six weeks. There was a service held before the recess where five leaving staff, who have over one hundred combined years of experience, were honoured.*
- 22/126
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Young Person of the Year Award and the Gordon Watkins Community Award

9.1 *Committee Report – Nothing to report.*
- 22/127
10

Pinfold

10.1 *Committee Report – Nothing to report.*
- 22/128
11

Sensory Garden

11.1 *Committee Report – Nothing to report.*

11.2 *Mosaic repairs – Nothing to report.*

11.3 *Email from A Powell regarding a damaged electric meter – Cllr. Astbury reported that the electrical box behind the gate was recently vandalised. This has now been replaced with a metal box which should be more robust.*
- 22/129
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Police Liaison

12.1 *North Yorkshire Police Force – Reporting by email before the meeting Cllr. Green stated that there has been a survey from the PCC office about the reduction of full-time fire stations with direct consequences to the one based at Huntington. Cllr Harrison added that the York Branch of Yorkshire Local Councils Association has written to the Fire Commissioner opposing the idea, on the basis that no consideration of future housing developments has been taken into account for the York area.*

Cllr George reported the crime statistics for May: one anti-social, one burglary, two drug

offences and three violent incidents were reported.

- 22/130 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – Cllr. Harrison reported that he attended the local meeting last Saturday.
- The Clerk was asked to record City Council response times – especially those exceeding five days.
- 13.2 *White Rose updates* – Noted.
- 13.3 *Dementia Friendly Communities – survey* – Reporting by email before the meeting Cllr. Green stated that the original Dementia Champion, Anne Cooper, has moved away from York. Cllr. Green is actively seeking a replacement to help run Dementia Awareness courses.
- 22/131 14 **Highway Matters**
- 14.1 *Drive safe, PFCC, email from Tony Macaulay, www.UP2yew.com* – Noted.
- 14.2 *Bus Service* – Cllr Harrison reported that he has been in conversation with bus service providers to try to get a Sunday service reinstated in the village. Cllr Harrison will follow this up and report back next month.
- 22/132 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 None
- 15.2 Others
- 15.2.1 None
- 22/133 16 **Ward Committee** – *Ward Committee update report from Ward Councillor Cllr. Galvin:* No Ward update report from Ward Councillor Cllr. Galvin has been received for July.
- Email from Cllr. Galvin: Planters by the library and a number of flower tubs around the village, invitation for the Parish Council to fund these going forward* – Cllr. Harrison stated that the upkeep cost of the planters and flower tubs must be known before the Parish Council could commit to taking these over from the Ward Committee. Cllr. Astbury offered to contact Brunswick Organic Nursery to investigate this. **Action Cllr Astbury**
- 22/134 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- It was confirmed that any overgrown hedges or trees in the village should be reported to the City Council for action.
- 22/135 18 **Date and time of next meeting – Tuesday, 23rd August, 2022 at 7pm at the Village Hall.**

Meeting closed at 8.05 pm

