

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 24th October 2023 at the Village Hall, Bishopthorpe.

The Chair opened the meeting at 7.01 pm.

The meeting was attended by P C Toby Gorwood who advised that a new PCSO, Toni Murphy, has been appointed to cover Bishopthorpe. P C Gorwood then gave the crime statistics for the previous month (these cover the villages of Bishopthorpe and Copmanthorpe jointly):

- 39 incidents in total, which include 12 abandoned calls to the Police.
- 12 thefts. The Sports Pavilion burglary is included in this statistic – the perpetrator of this crime was arrested and charged.

Cllr. Harrison commented that these statistics show that Bishopthorpe is a relatively safe place to live. Cllr. Mason asked if close attention could be paid to the fisherman's bridge over the river Ouse, where children jump in the river. Following a discussion it was noted that this was an issue that happens most summers and, although warnings about the dangers have been given, is difficult to control.

Cllr. Harrison thanked P C Gorwood for attending the meeting and for confirming the good news about the appointment of a new PCSO Toni Murphy for the village.

P C Gorwood left the meeting at 7.13pm

The October Parish Council meeting commenced at 7.14pm

Council Members Present:

Cllr. Harrison, Cllr. Jemison, Cllr. George, Cllr. Astbury, Cllr. Green, Cllr. Stephen (joined the meeting at 7.15pm), Cllr. Mason and Cllr. Thornton (left the meeting at 7.57pm).

23/170 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.

23/171 2 **Apologies for absence.**

Cllr. Nicholls and Cllr. Gajewicz

23/172 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. Cllr Jemison declared an interest in item 5.2.2

23/173 4 **Minutes of Meeting, 26th September 2023**

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

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5 Consideration of Planning Matters and recommendations of the Planning Group**5.1 Notice of Applications received**

5.1.1 **Iona Lodge, Acaster Lane.** Erection of one detached dwelling following demolition of dwelling. 23/01780/FUL. **No Objection**

5.1.2 **The Granary, Middlethorpe.** Fell one Mulberry and reduce one Cedar – trees in a conservation area. 23/01859/Tree Conservation Area. **No Objection**

5.1.3 **The Palace, Bishopthorpe Road.** Internal works comprising of the installation of seventeen flood barriers (on the inside of the doors and windows withing the undercroft and at ground floor level). 23/01802/LBC. **No Objection**

5.1.4 **16 Keble Park South.** Single storey front extension. 23/01767/FUL. **No Objection**

5.1.5 **Little Green Rascals, Old School House, School Lane.** Replacement of wood framed window with UPVC window. 23/01364/FUL. **Objection**

4.5.2 Notice of decisions given (Parish Council decisions are highlighted in blue)

5.2.1 **Moor Lane Construction Unit 1, Moor Lane.** Erection of four dwellings with associated access, parking and landscaping following demolition of existing commercial buildings. 23/00391/FUL. **No Objection.** Approved

5.2.2 **Home Farm Buildings, 81 Main Street.** Fell three cherry trees – trees in Conservation Area. 23/01580/Tree Conservation Area – **No Objection.** Approved

5.3 Large Householder Extension Notifications

5.3.1 Cllr. George reported that the planning development at 18 Harcourt Close (23/01330/EXTH) has gone ahead under the rules for permitted development

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 petitioning for this pathway to be recognised as a Public Right of Way (PROW) since 1994. Almost thirty-years later the matter finally is drawing to a conclusion with the decision from the Inspector that there should be Public Right of Way between Chantry Lane and Ferry Lane but modifications to the PROW map must be made to confirm the footpath along the riverside. The Inspectorate will now give notice of the proposal to modify the map to give an opportunity for objections and representations to be made to the proposed modifications. The Parish Council are very hopeful of a successful outcome.

5.4.2 *32 Beech Avenue, perimeter fence –* Cllr. George reported that the fence has been reduced to permitted height levels.

54 Beech Avenue – Remains under investigation by the City Council

5.4.3 *Gateway York, proposal to build approximately 114 new houses at the top of Sim Balk Lane –* Nothing to report

- 5.4.4 23/01424/EXT – *Unauthorised erection of stable in field – Land adjacent to Bowling Green, Acaster Lane.* Cllr. George asked the City Council to confirm if permission has been given for the erection of the donkey stables. Their response is awaited.

23/175 6 **Services**

6.1 Village Hall Management Committee

6.1.1 *Management Committee Report* – Cllr. George reported the following items:

- GNR quoted the sum of £12,000 for the repairs needed to the Village Hall roof (*Ask Renewables* and *Green Building* both declined to give the Parish Council a quote for the work). A further quote from *Billy Newell Roofing* of £6,200 for the roof repairs (with an additional £800 to repair the chimney – or £1,200 for its removal) has been received. Cllr Thornton suggested that the Parish Council should ask for the rear wall to be re-pointed and Cllr. George offered to contact Mr Newell for a further quote for this work. **Action Cllr George**
- Cllr Thornton reported that the hall is busy at the moment. A timetable would be beneficial to users and the Caretaker is looking at introducing this.
- Cllr. Thornton reported a problem with the stage curtain. At a recent children’s party in the hall the curtains were pulled off their rails. They have been fixed but may soon need to be replaced. It maybe that future parties held in the hall should be excluded from using the stage to avoid repeated damage to the curtains.
- The Ebor Players will run their pantomime in the hall, for the first time since 2019, during the week commencing November 27th. Users of the hall have been advised that the panto group will have exclusive access to the hall from the 23rd November to 2nd December inclusive.
- Cllr. Harrison has obtained a quote of £600 + VAT from Acaster Forge to repair the smashed front step and mend the railing that was damaged by an unknown vehicle. Cllr. Harrison proposed that this quote should be accepted. This was seconded by Cllr. Thornton and agreed unanimously.
- Cllr. George reported that the Gents’ toilet is continuously flushing and offered to see if he could undertake the repair.
- The Brownies have enquired, through the Caretaker, if they would be able to spend a night in the Village Hall. The Parish Council put the request to their insurers, Allied Westminster, who responded with a list of questions. No further response has yet been received from the Brownies.

6.1.2 *External Repairs* – Three builders were contacted but none were prepared to quote for the work. Item to be removed from the Agenda until Spring.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – By email before the meeting Cllr Nicholls gave the following update:

- The internal refurbishment of the Sports Pavilion has not been completed by TimCo Plumbing and the Parish Council are seeking financial compensation from the company. An offer has been made by Mr Foster but it falls short of the amount sought by the Parish Council. Legal proceedings may be taken by the Parish Council should a resolution not be found.
- The gate post has been repaired.
- A quote for £880 (plus pro-rata costs + VAT) has been received from Lucion Services to create an asbestos register for the Parish Council. The register will cover the Sports Pavilion, the Village Hall and Vernon House. In addition both allotment sites will be surveyed and added.

6.2.2 *Cricket scoreboard rebuild* – Nothing to report.

6.3 Finance Committee

6.3.1 *Committee Report* – Nothing to report.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Nothing to report

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr. Mason had the inspection bag for September and reported no major issues during the month. The bag was kept by Cllr Mason for the upcoming month.

6.6 Allotments

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

- There are currently sixteen people on the waiting list. In the past month eight plots have been re-let: a further three will be offered for rent in the near future.
- An asbestos Inspector from Lucion Services attended both sites on the 23rd October and pointed out a number of plots containing asbestos in structures (mainly sheds). These were put on the plots many years ago and it is impossible to say who put these on site as the plots are re-let on a regular basis. It was agreed that the current plot holders will be advised of the situation and that the Parish Council will offer to remove the asbestos at no cost to them. Should this offer be refused, Cllr. George agreed to obtain written confirmation from the plot holder that they acknowledge the presence of asbestos on their plot and that upon vacating it in the future, this will be removed at their expense. **Action Cllr George**
- Following sub-division of plots to be re-let, Appleton Road site now has forty-eight plots.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Cllr. Green reported that the grass area behind the building will be treated for moss to allow croquet to be played next summer on an even surface. A sign will be placed inside the building advising users, as the treatment turns the moss black.

Cllr Harrison had an email from City of York Council to confirm that the lease for Vernon House, between the Parish Council and the City Council, will be extended for a further seven years. The email also confirmed that the Doctors may use the small room for a satellite surgery if they accept the offer from the Parish Council to do so.

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* – The Library wish to replace the window and door by the Sensory Garden but have limited funds to undertake the necessary work. Cllr. Harrison reported that this maybe a joint project that could be considered between Explore Library, the Parish Council and the Ward Committee.

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – At a recent meeting at Elvington, attended by Cllr. Green, all Parish Councils were encouraged to set up an extra page on their website dedicated to nature recovery schemes in their locality. This would serve the purpose of highlighting nature projects in the village and hopefully encourage greater participation. Cllr. Astbury asked if the plight of hedgehogs could be included in this information.

Cllr. Mason reported that the area along the riverbank in Bishopthorpe has been officially designated as a site of importance for incredibly rare habitat and is known as a ‘SINC’ area (a Site of Interest for Nature Conservation). A similar site exists in Holgate and is the subject of a community buy-out scheme (as it has no commercial value).

Cllr. Mason reported that she will visit Molescroft Parish in East Yorkshire to study their wildlife network to see if any ideas can be imported to Bishopthorpe.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Cllr. Harrison suggested that the defibrillator maintenance network should be extended to include more Parish Councillors than just Cllr. George alone. Cllr. Astbury offered to join with Cllr. George to maintain the three units in the village.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – With regret Cllr. Green informed the meeting the 2023 Apple Pressing Day had to be cancelled due to illness.

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Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

Amounts paid

Monthly direct debit to E-On Village Hall Electricity	0.00
Monthly direct debit to E-On Village Hall Gas	100.00
The Renewable Energy Co. Vernon House Electricity	45.24
Monthly direct debit to E-On Sports Pavilion Electricity	100.00
B.Online – Village Hall Wi-Fi connection monthly charge	27.73
B.Online – Vernon House Wi-Fi connection, monthly charge	36.92
GoCardless, York Wi-Fi Solutions – monthly charge for support and maintenance	24.00

Savills – Cricket field bi-annual rent	150.00
Savills – Allotment bi-annual rent	72.50
Total Amount paid	£556.39

7.1.2 On-Line Banking payments**Amounts paid**

Clerk's Salary	772.00
Clerk's Expenses (Multipack cartridges, colour £42.59, Black £17.49)	60.08
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	9.00
C Julie Bradley - Vernon House Caretaker	0.00
C Julie Bradley - Vernon House Caretaker expenses	0.00
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking, 3 months, July to October	276.00
York Wi-Fi Solutions – monthly charge for support and maintenance	0.00
Sports Turf Services Ltd – Grass cutting cricket field, Ferry Lane	180.00
HMRC Employers NIC monthly payment	5.79
City of York Council - Waste collection, Village Hall	77.09
Richard X – Repairs at Appleton Road allotment site	154.50
Cllr. George – tape for allotment boundary delineation	6.74
Yorkshire Local Councils Association booking fees for five courses – Cllr. Mason	150.00
S&K Landscaping – repairs to broken Sports Pavilion gate	280.00
Electrotest – repairs to Gents WC cistern timer controller	158.00
B Clark – Locking / unlocking Play Area gate – March to October	630.00
City of York Council - waste collection, Sports Pavilion	71.11
GNR Roofing Services – Drone inspection fee for Village Hall roof	720.00
Andrew's Garden Services – Play Area – cut grass / sprayed areas	425.00
Henderson Heating – Callout to Village Hall – repairs to timer	70.00
Cllr. Harrison – plants for Sensory Garden	51.87
On-line payment total	4,654.68
Payment Total	£5,211.07

7.2 Income Receipts

Village Hall rental income	928.31
Vernon House rental income	325.10
Precept from City of York Council - 2 nd instalment	17,500.00
C Godfrey – refund to Parish Council for Microsoft 365 payment overcharge	79.99
Allotment rents for 2023	880.00
Total Income	£19,713.40

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

- 23/177 8 **School Governors**
- 8.1 *Infants School* – Nothing to report.
- 8.2 *Junior School* – Cllr. Green reported that a single committee has been formed between the Infant and Junior Schools to replace the ‘*Friends of Bishopthorpe Junior School*’ committee.
- There will be no Christmas Fare held at the Junior School in 2023.
- 23/178 9 **Gordon Watkins Community Award**
- 9.1 *Committee Report* – Nothing to report.
- 23/179 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
- 23/180 11 **Sensory Garden**
- 11.1 *Committee Report* – Cllr. Harrison proposed acceptance of a quote of £350 from Bear Tree Care who will attend site on the 9th November to prune hedges and remove dead trees and the associated clippings.
- This was seconded by Cllr Jemison and agreed unanimously.
- 11.2 *Mosaic repairs* – This item has been on the Agenda since July 2018, with no update this month.
- 23/181 12 **Police Liaison**
- 12.1 *Ward Manager’s Report* – Cllr. George gave the crime statistics for July 2023 as follows:
- Anti- Social Behaviour – 2
 - Burglary – 1
 - Criminal damage /arson – 1
 - Other theft – 2
 - Violence – 2
- 23/182 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – Cllr. Harrison reported that there are a number of grants available – specifically, grants are to be created from dormant funds held in banks, which have received Government approval for release back to the community.
- Hybrid meetings (over zoom / Microsoft teams) are still not legally allowed to be held by Parish Councils. A motion was passed by the House of Lords in favour but was subsequently refused by the House of Commons.
- 13.2 *Letter from the Pageant Master, Bruno Peek about D Day 80* -Noted.
- 13.3 *Yorkshire Local Councils Association York Branch Meeting - Thursday, 12 October* – Noted.
- 13.4 *YLCA Information Bulletin 29 September and Training Programme* - Noted.
- 13.5 *White Rose updates – new Find A Grant service which may match a Parish Council’s needs. From 10/10 Parish Council can bid for low carbon installations for public buildings.* – Noted.
- 13.6 *Breakthrough Communications Webinar Training Sessions* – Noted.

13.7 *Slower Speeds Reduce Traffic Harm- Zoom webinar Tuesday 17 October at 7:00pm* – Noted.

13.8 *York Branch Members – CYC Passenger Liaison group minutes* – Noted.

23/183 14 **Highway Matters**

14.1 *Email from 20's plenty: online 20mph speeds event. Speakers from Bishopthorpe & York Civic Trust 17th Oct 7pm.* – Cllr. Harrison was invited to speak at a meeting of '20's Plenty' to highlight the reasons for the introduction of the scheme into Bishopthorpe. Enforcement of the scheme has been raised as an issue but the Crime Commissioner has implied that this may be provided in the village if necessary.

23/184 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 *None*

15.2 Others

15.2.1 *Copmanthorpe Level Crossing Public Inquiry* – Noted.

23/185 16 **Ward Committee** – *Ward Committee update report from Ward Councillor Cllr. Nicholls:* By email before the meeting Cllr. Nicholls send the following report:

- A ward meeting was held in the village on Monday 23rd October.
- Bishopthorpe residents are not opposed to the introduction of the 20mph speed limit which is to be trialled for twelve months in village.
- The extension of the lease on Vernon House for seven years is excellent news.
- Applications are currently invited for Ward Committee funding by contacting Cllr. Nicholls directly or email: www.york.gov.uk/WardGrantApplications
- The roadworks on Tadcaster Road around Tesco is due to end on the 10th November. However, they will continue further down the road into the city centre until February 2024.
- Double yellow lines will be painted on Acaster Lane around the bend with Main Street to prevent dangerous parking in this area.

23/186 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- The City of York Council has erected bridge signs for Appleton Road bridge, limiting use to vehicles of 18 tonnes or below. The structure of the bridge is being investigated to see if it needs reinforcement.
- Cllr. Stephen stressed that she wishes to increase the visibility of Vernon House by means of new signage, as new users find it difficult to locate. A meeting with Cllr. Green is to be arranged to discuss how this can be achieved.

23/187 18 **Date and time of next meeting – Tuesday, 28th November 2023 at 7pm at **Vernon House.****

Meeting closed at 8.33 pm