

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 25th July 2023 at the Village Hall, Main Street, Bishopthorpe.

The Chair opened the meeting at 7.00 pm.

Mr Marvin, of Deans Court, attended the meeting to ask why the Parish Council are not supporting the introduction of a 20mph speed limit in the village (as published in Link Magazine). Cllr. Harrison replied that the comment in Link Magazine should have stated that the Parish Council do not support a 20mph speed limit across individual streets but support the introduction of the limit across the whole village. Mr Marvin was happy with this response and left the meeting at 7.02pm.

Council Members Present:

Cllr. Harrison, Cllr. Thornton, Cllr. Jemison, Cllr. George, Cllr. Gajewicz, Cllr. Nicholls, Cllr. Astbury, Cllr. Green, Cllr. Stephen and Cllr. Mason

23/116 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.

23/117 2 **Apologies for absence.**

None

23/118 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.*

23/119 4 **Minutes of Meeting, 27th June 2023**

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.

23/120 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **30 Copmanthorpe Lane.** Variation of conditions 2 and 3 of permitted application 22/02425/FUL to alter pitched roof of rear extension to a flat roof and proposed materials for outbuilding and flat roof. 23/01255/FUL. **No Objection**

5.1.2 **58 Acaster Lane.** Remove one limb and deadwood of one oak protected by Tree Preservation Order 4/1987 and fell one silver birch protected by Tree Preservation Order 2/1989. 23/01244/Tree Preservation Order. **No Objection**

- 5.1.3 **23 Keble Park South.** Erection of wooden fence to boundary. 23/01116/FUL. **No Objection.**
- 5.1.4 **32 Beech Avenue.** Raised fencing to garden boundary (retrospective). 23/01224/FUL. **Objection**
- 5.1.5 **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 pending.*
- 5.1.6 **Brew House Cottage, Bishopthorpe Road.** Change of use from storage to offices with footpath access. 23/01345/FUL. *Decision pending.*
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in blue)
- 5.2.1 **10a Keble Park Crescent.** Single storey rear extension following demolition of garage. 22/002111/FUL. **No Objection.** Approved
- 5.2.2 **Iona Lodge, Acaster Lane.** 1.5 storey side and front extension and single storey rear extension, finished in cream render with aluminium windows, replacement dormers to front and rear after demolition of side extension. 23/00743/FUL. **No Objection.** Application withdrawn
- 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 the Planning Officer has again postponed the site visit. The Officer should have visited the site in February 2023, this was re-arranged to June and is now due to take place in August. The application cannot move forward until the visit has been made.*
- 5.4.2 *32 Beech Avenue, perimeter fence –Refer to 5.1.4*
- 5.4.3 *Gateway York, proposal to build approximately 114 new houses at the top of Sim Balk Lane – Nothing to report*

Under this heading Cllr. Harrison reported on the ‘Beating the Bounds’ tour of the village, recently completed by the Parish Councillors. During the tour the senior footballers were seen to be using the field at Ferry Lane for training. The club had previously confirmed to the Parish Council that the Ferry Lane field would only be used by their junior teams, with the senior players using their new facilities at Sim Balk Lane. Currently the club pay an annual precept of £340 to use the Parish Council’s facilities – in light of the additional use this will be reviewed in 2024.

The field was also being used by a Ladies keep fit group. The organiser has been contacted and asked to pay a flat fee of £10 per week for use of the facilities.

23/121

6

Services6.1 Village Hall Management Committee6.1.1 *Management Committee Report* – Cllr Thornton reported the following items:

- The Caretaker is currently on annual leave.
- The water heaters are running overnight using electricity at the night-rate. Cllr. Thornton suggested that the Parish Council may wish to consider heating the water in future by means of a timer, which could be turned on during the day.

Cllr. Harrison reported that he has removed ivy from the side wall of the Village Hall and at the same time checked the drains.

6.1.2 *External Repairs* – Companies who can do the external repairs are being researched but the task is proving difficult as two have already failed to attend appointments6.1.3 *Cllr. Thornton to sign an updated Village Hall Dispensation Request* – This was signed by Cllr Thornton.6.1.4 *Fire alarm and emergency light test* – The fire alarms and emergency lights are checked twice yearly in June and December. The fire extinguishers are checked annually in December. The Committee wish to terminate the contract with Advance Fire Services for these tests and are in the process of seeking another provider. **Action Cllr Thornton.**6.1.5 *Fire Extinguisher tests* (Village Hall and Vernon House) – due Dec 23 –A new fire testing company was found but is based in Liverpool and quoted fees double the current amount paid. It was agreed that this is not a suitable alternative to the current provider. This issue remains unresolved and will be carried forward to August for decision.6.1.6 *Solar panels* – The Parish Council is considering installing solar panels to the roof of the Village Hall to provide energy for the building. A number of different companies have been contacted for quotes and grant providers are being investigated.6.2 Sports and Leisure Management Committee6.2.1 *Management Committee Report* – Cllr Nicholls gave the following update:

- Hemlock in the Sports Pavilion grounds has been sprayed by the City Council to destroy it.
- One LED has failed in the toilet and is to be replaced.
- The builder who was undertaking the internal refurbishment has not been in touch for over two months. Cllr. Nicholls will contact him to ask him to finish the job or refund the Parish Council accordingly.
- Cllr Harrison commented that the chairs must be removed from shower area and taken into storage.
- Trying to get certification of suspected asbestos in the waste material is proving difficult. Cllr Thornton suggested an on-line kit may be the answer.
- Advance Fire Services conducted the annual test on the fire extinguishers and the bi-annual test on the fire alarms and emergency lights.

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 Green had the inspection bag for July and reported that a Tesco shopping trolley was left in the park during the month. Cllr. Thornton suggested that she contact Tesco who will call and collect it.

The overgrown Hornbeam was cut away from the tower slide by Cllr. Green and disposed of in green waste. Cllr. Green reported a problem with invasive Mares Tail weed, which was partially removed from the area. Cllr Harrison suggested that it should be removed professionally and the park closed for a number of days to ensure safety compliance.

Cllr Mason suggested that a comment should be made on Facebook to ask people to remove it (and take it away) when they use the park over the summer and offered to put a comment on Facebook to this effect. **Action Cllr. Mason**

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

Playdale have been asked to replace the broken wooden pole before the summer holidays but it cannot be repaired until week commencing 6th August as it has to be made to order.

6.6 Allotments

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

- There are twenty-four people on the waiting list.
- Two allotment holders have been contacted for non-use of their plots. Acaster Lane 15a has been given an extension of use and Appleton Road 47a has been given a contact deadline.
- Mike Dale of Crombledale Contracting is attending to the broken gate at the Appleton Road site.
- A temporary support has been applied to the broken tap at Appleton Road but it needs replacing.
- The tap at the Acaster Lane site is rotten and needs urgent repair.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Cllr. Green reported that the manhole cover at the side of the building is cracked and has been reported to the City Council for repair.

Cllr Harrison reported that Vernon House is now an asset of community value and will be added to the formal register by the City Council.

A new first aid kit is needed in Vernon House.

6.7.2 *Email from Mike Boddington regarding York U3A* – Noted

6.7.3 *Fire alarm and emergency light test – due June 23* – The test of the emergency lights has been undertaken by Richard Williams Electrical. A test of the fire alarm needs to be undertaken and it was agreed that Advance Fire Services will be called in.

6.8 Web Site Management

6.8.1 *Monthly Report* – Cllr. Astbury has been in contact with Mrs Conley to take over the website for the Parish Council. Cllr. Astbury and Cllr Mason will officiate the website going forward.

6.8.2 *Parish Councillor visibility on social media*– Cllr. Mason suggested that when conducting conversations on Facebook, Parish Councillors may wish to differentiate themselves as a Parish Councillor and not a village resident. Cllr. Harrison suggested that the tag ‘*On behalf of the Parish Council*’ should be used.

The Parish Council has an unused Facebook account that will be closed by Cllr. Mason. **Action Cllr. Mason**

6.9 Bishophthorpe Library

6.9.1 *Monthly update* – Nothing to report

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Nothing to report

6.10.2 *Email from T Cunningham – destruction of trees along the Sustrans Route* – Noted

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.12 Bishophthorpe Orchard

6.12.1 *Committee Update* – Cllr Thornton commented that the trees on Beech Avenue, which were planted by Brunswick Organic Nursery with funds from the Ward Council, should be labelled to say what species they are. It was agreed that this would be good idea and Cllr. Green offered to make a note of what type of fruit they produce and then the Parish Council will organise signs.

23/122 7

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 (due 18/7)	220.06
Monthly direct debit to E-On Village Hall Gas (due 28/7)	966.63
The Renewable Energy Co. Vernon House Electricity (due 20/7)	43.85
Monthly direct debit to E-On Sports Pavilion Electricity (paid 28/7)	432.00
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 3/7)	28.87
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 3/7)	28.87
Savills Biannual rent Glebe (paid 1/7)	225.00

Total Amount paid

£1,945.28

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk's Salary	772.00
Clerk's Expenses	0.00
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	7.55
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	4.19
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
HMRC Employers NIC monthly payment	5.79
Advance Fire Services – Inspection of the Sports Pavilion	58.86
Ainsty Landscapes – grass cutting on the cricket field (8 cuts)	720.00
Sports Turf Services (York) Ltd – grass cutting cricket field (2 cuts)	180.00
Eyelid Production – Annual website support	100.00
Dennis King Electrical – Check smoke / heat alarms and replace	261.01
Advance Fire Services – Replacements following inspection Village Hall	319.08
BT Quarterly internet connection fee	86.44
Andy Powell – Sensory Garden gate locking 119 days @ £3 p/d	357.00
Richard Green Gas Services – Repairs to allotment tap, Acaster Lane	55.00
Dennis King Electrical Ltd. – replace entrance light Sports Pavilion	110.28
Divert Waste Ltd – Waste removal at the Sports Pavilion	252.00
Cllr. Astbury – refund for purchase of seeds for village planters	39.74
Dennis King Electrical Ltd – replaced faulty switch	48.13
City of York Council - waste removal, Village Hall	77.09
City of York Council - waste removal, Sports Pavilion	71.11
Yorkshire Local Councils Association – course Cllr. Mason	50.00
Electrotest – Emergency light test – Vernon House, replace one light	170.00
On-line payment total	4576.77
Payment Total	<u>£6,522.05</u>

7.2 **Income Receipts**

Village Hall rental income	2745.00
Vernon House rental income	342.45
Total Income	<u>£3,087.45</u>

Approval of financial transactions proposed by Cllr Gajewicz and seconded by Cllr Nicholls. Carried Unanimously.

School Governors

8.1 *Infants School* – Nothing to report.

8.2 *Junior School* – Nothing to report

- 23/124 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
9.1 *Committee Report* – It was agreed that this will be renamed the ‘*Gordon Watkins Community Award* (which is awarded bi-annually).
- The *Young Person of the Year Award* (established by the Millenium Trust in 2000 and previously known as the Youth Award) has now ceased.
- 23/125 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 23/126 11 **Sensory Garden**
11.1 *Committee Report* – Nothing to report.
11.2 *Mosaic repairs* – Nothing to report.
- 23/127 12 **Police Liaison**
12.1 Ward Manager’s Report – Cllr. George updated the meeting with the following crime statistics for May 2023:
 - Anti- Social Behaviour 1
 - Bicycle theft 1
 - Criminal damage / arson 1
 - Other theft 1
 - Shoplifting 1
 - Violence 1
 - Vehicle crime 1
- 23/128 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Publications **2018 Good Councillors Guide** – Cllr. Harrison instructed Councillors to let Clerk know if they want a copy of the booklet .
13.2 *D-Day 80, 6th June 2024 Anniversary Guide* – carried forward from June – The Parish Council may liaise with the schools to celebrate this anniversary.
13.3 *White Rose updates* – The Good, the Bad and the Ugly in the council sector – February 28th 2024 – Noted.
13.4 *Yorkshire Local Councils Association Developing your Skills Training Day 27 July 2023* – Noted
13.5 *Notice of the Joint Annual Meeting of the YLCA 2023 and invitation to attend* – Noted
13.6 *Yorkshire and Humber Climate Commission (YHCC) Consultation* – Noted
13.7 *Yorkshire Local Councils Association Carbon Literacy Training for Local Councils* – Noted
13.8 *Remote meeting* – Assistant Chief Constable Scott Bisset- Wednesday 12 July at 6:30pm – Noted
- 23/129 14 **Highway Matters**
14.1 *Email from June Hut regarding the Parish Council’s stance on the 20mph speed limit proposed by the City Council for the for the Keble Park estate.* – Cllr Harrison replied to Ms Hut stating that the Parish Council support 20mph village-wide speed limit restriction.

- 23/130 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 None
- 15.2 Others
- 15.2.1 *Letter from Will Quince, MP, Minister of State for Department of Health and Social Care (DHSC) regarding defibrillator registration – Noted*
- 15.2.2 *Network Rail Statement of Case re Copmanthorpe No.2 Level Crossing - footpath between Bishopthorpe and Copmanthorpe – Cllr Harrison reported that a statement of case has been put forward by Network Rail.*
- 23/131 16 **Ward Committee – Ward Committee update report from Ward Councillor Cllr. Nicholls:**
- The City Council voted on the Network Rail bridge at Copmanthorpe and decided to object to the application.
 - The blue-badge scheme will be re-introduced into York.
 - First Bus number 11 is a guaranteed service for the immediate future.
 - A decision regarding the implementation of a 20mph speed limit in Bishopthorpe has gone forward to the officer for Highways, with a decision to be made in September.
 - The ward budget will be confirmed shortly.
 - £750 from budget has been ring-fenced for Bishopthorpe Carnival
 - Travellers have appeared on a college field. An Eviction Order has been issued by the City Council.
- 23/132 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr. George reported that the code had been given out for the defibrillator at Middlethorpe Hall, but it hasn't been used.
 - The Parish Council's broadband provider, PlusNet ceases business at the end of August when the service will be incorporated into BT. Cllr. George has investigated changing to Virgin Media to obtain quicker connection speeds. Following a very lengthy discussion it was concluded that the Village Hall will remain with BT but Vernon House should be upgraded to the new Virgin Media connection. Cllr. George will put Vernon House on a connection waiting list with Virgin Media and ask that BT give a month-by-month contract at this site in the interim. **Action Cllr George**
 - Bishopthorpe Festival– Cllr Mason suggested that the Parish Council should have a stand at the festival to promote the Parish Council and engage with the community. This would need to be a joint effort between all ten Councillors who could take one hour shifts, in pairs, during the day. A rota will be sent out. **Action Cllr. Mason**
 - Cllr. Astbury - offered to contact Bishopthorpe Organic Nursery to ask if they can take responsibility for the village planters and hanging baskets.
- 23/133 18 **Date and time of next meeting – Tuesday, 22nd August 2023 at 7pm at the Village Hall.**

Meeting closed at 8.53 pm