

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 22nd October 2024 at the Village Hall, Main Street, Bishopthorpe.

The Chair opened the meeting at 7.00pm.

Mr Robert Johnson attended the meeting. Mr Johnson expressed an interest in joining Bishopthorpe as a Parish Councillor and was welcomed to the meeting by the Chair.

Council Members Present:

Cllr. Harrison (Chair), Cllr. Jemison, Cllr. George, Cllr. Gajewicz, Cllr. Green, Cllr. Stephen and Cllr. Thornton.

24/154 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.

24/155 2 **Apologies for absence.**

Cllr Nicholls and Cllr Stephen.

24/156 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.*

24/157 4 **Minutes of Meeting, 24th September, 2024**

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.

- 24/158 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.** Up to 1.5m crown reduction of one Oak tree in conservation area. 24/0112/Tree Conservation Area. **No Objection.**
- 5.1.2 **The Palace, Bishopthorpe Road.** Installation of a 1.2m high timber picket fence and a post and wire fence within the dell grounds to the south of the Palace building. 24/01723/LBC. **No Objection**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in red)
- 5.2.1 **10b Newlands Road.** Single storey rear extension. 24/01374/FUL. **No Objection** Approved
- 5.2.2 **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 (resubmission). 24/01313/FUL. **No Objection** Approved
- 5.2.3 **43 Montague Road.** Erection of a 1.82m fence following removal of hedge. 24/01391/FUL. **No Objection** Approved
- 5.2.4 **1a Main Street.** Fell on Cedar – tree in Conservation Area. 24/01535/Tree Conservation Area. **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 City of York Council has made an objection to the pathway being made a Public Right of Way (PROW), suggesting the pathway during the relevant period i.e. between 1974 and 1994 changed during the period 1978 and 1982 therefore one path was not used exclusively for the required 20 years. The Parish Council will discuss this issue with residents who used the path during this period to rebut this suggestion. The Parish Council has, for many years, been fighting to make this path a PROW for the people of Bishopthorpe and the objection and lack of support from the City Council is very disappointing. Cllr. Harrison will contact Mr Varley of the City Council to discuss this issue.*

It was further commented the grounds of St Andrew's Old Church is a mess with overgrown weeds and grass. St Andrew's Trust are currently failing to keep this area in good order.

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Services6.1 Village Hall Management Committee

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

- One of the Village Hall users contacted the Parish Council concerned they were in arrears with their rental payments. This issue will shortly be resolved; however, it has highlighted there may be a need for change in the way the users are invoiced by the Caretaker and reported to the Parish Clerk.
- Bishopthorpe Panto group are using the main hall as rehearsal space for their annual Pantomime at the end of November.
- The National Association of Local Councils will issue a Good Practice Guide for all Parish Councils in connection with Martyn's Law concerning the protection of users of Village Halls.

6.1.2 *Floor Polishing update* – The work will be undertaken during February half term in 2025. The cost of this will be £4,140 + VAT.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* –

- The end of the cricket season saw Bishopthorpe Cricket Club promoted into a higher division.
- The sports fields at Ferry Lane are now being used daily by Bishopthorpe Football Clubs.
- The showers, the floor and the disabled toilet in the Sports Pavilion require repairs. Cllr. Thornton offered to draw up a formal list of requirements.
- Cllr. George commented LoveEnergy did not respond to enquiries regarding switching energy providers. It was agreed this will not be pursued.

6.2.2 *Cricket scoreboard rebuild* – Discussions have been held with Bishopthorpe Cricket Club about their request for a new scoreboard. Cllr. Thornton will bring these to the January meeting of the Parish Council

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* – Members of the Parish Council recently met with Mr Phil Cook, the owner of The Boatyard York Ltd, to discuss his plans for the riverside area. Mr Cook would like to place six new (non-static) cabins in Field 84 and at the same time relocate the path to the side of the

field. A new parking area and a grass recreation area would also be created by the side of the riverbank, together with the restoration of the four fishing points.

Cllr. Thornton expressed concern and cautioned the Parish Council against allowing over-development of the area. However, it was agreed the proposed ideas may be of benefit to Bishopthorpe, tidying the riverside, opening up the riverbank and increasing income to the Parish Council.

To move The Boatyard York's proposition forward it was agreed the Parish Council need to see an artist's impression of the site. Mr Cook will be asked to provide this to the Parish Council.

Cllr Thornton left the meeting at 7.50pm.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr Nicholls had the inspection bag for the last month and reported (before the meeting) minor issues with the fence adjacent to the swing. Andrew Wilson, who cuts the grass in the Play Area, will be asked to repair this. **Action Cllr Jemison.**

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

6.6 Allotments

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

- One allotment at Acaster Lane was returned but was quickly re-let.
- There are thirteen people on the waiting list for both sites.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Cllr. Green reported, due to lack of volunteers, the Vernon House day trips will cease forthwith.

Wildflower bulbs and plant plugs have been planted in the grass area in front of the building. Cllr. Astbury suggested the Parish Council should consider buying one or two benches for this area to encourage residents to use it as a community space. Prices for these will be brought to the November meeting – **Action Cllr Astbury**

6.8 Web Site Management

6.8.1 *Monthly Report* – Complaints have been received that Vernon House internet is dropping out. Cllr. George offered to investigate this.

6.9 Bishophthorpe Library

- 6.9.1 *Monthly update* – Cllr. Gajewicz reported the library raised £100 from the sale of books at the recent Bishophthorpe Festival.

On the 11th November, a fund raising event will be held in the Library – a murder mystery called the Darkest Evening. The event starts at 7.30pm with further information available directly from the Library.

A talk on Charles Dicken’s ‘A Christmas Carol’ will take place on the 2nd December and the Community Choir will sing Christmas Carols in the Sensory Garden on the 18th December.

6.10 Environmental and Sustainability

- 6.10.1 *Monthly Report* – Nothing to report

- 6.10.2 *Apple Pressing Day* – The apple pressing day was cancelled due to lack of volunteer help. Cllr. Green will arrange for the apples to be donated to Abundance on Leeman Road.

6.11 Community Emergency Planning

- 6.11.1 *Monthly update* – Cllr. Jemison reported the cost of small ground water pump would be £682. Additional purchase of pipework, needed to remove flood water, would take this to approximately £1,000.

The new pump would be used to remove flood water from the junction of Main Street and Acaster Lane to prevent further flooding along Main Street. Enquiries will be made to ensure the size of the pump would be adequate. **Action Cllr Jemison.** Once the correct size is determined, a conversation with Yorkshire Water will be necessary to ensure both bodies can work together in an emergency situation.

6.12 Bishophthorpe Orchard

- 6.12.1 *Committee Update* – Nothing to report

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Financial Transactions7.1 Payments to approve

- 7.1.1 **Cheque / Direct Debit payments**

Amounts paid

H3G – Internet provision – Vernon House	22.98
GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance	24.00
B-Online – Internet provision Village Hall	40.13
Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	160.00
Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	200.00
Monthly direct debit to E-On Village Hall Gas (A-724142FO)	360.00
Ecotricity – Vernon House electricity supply	0.00
Savills – Allotment rent for Acaster Lane	72.50

Savills – Cricket Field rent	150.00
HMRC – Employer’s National Insurance – 3 months’ contributions	31.05

Total Amount paid £1,060.66

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk’s Salary	833.00
Clerk’s Expenses	0.00
BT Internet connection charge for 3 months, Clerk’s computer	90.60
Microsoft 365 annual subscription, Clerk’s computer	79.99
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	9.90
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	19.83
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	0.00
Andrews Garden Services – Grass Cutting Keble Park Play Area	405.00
Ainsty Landscapes – Grass cutting sports field, Ferry Land	0.00
HMRC Employers NIC quarterly payment	0.00
City of York Council - Waste collection, Village Hall	81.50
City of York Council - Waste collection, Sports Pavilion	75.00
Sports Turf Services (York) Ltd, Grass cutting Sports Pavilion field	144.00
Cllr. Harrison – refund for plants for the Sensory Garden	65.92
On-line payment total	2,612.24

Payment Total £3,672.90

7.2 **Income Receipts**

Amounts Received

Allotment rents	1,350.00
Village Hall rental income	1,026.46
VAT refund for financial year ending March 2024	4,816.03
City of York Council precept payment	17,500.00

Total Income £24,692.49

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

24/161 8

School Governors

8.1 *Infants School* – Nothing to report.

8.2 *Junior School* – Cllr. Green apologised to the pupils who provided apples for the Apple Pressing Day, which didn’t happen.

- 24/162 9 **Gordon Watkins Community Award**
- 9.1 *Committee Report* – The nomination process for this award is complicated and Cllr. Thornton proposed changing this to allow Parish Councillors to nominate future candidates. It was suggested that a list could be brought to the November meeting for consideration, with a final decision to choose the winning nomination being reached by January 2025. To allow this to happen a new, fair voting system will be introduced. **Action Cllr Thornton.**
- The idea of a Youth Council will be abandoned; however, the Parish Council may consider introducing a specific place for a young Councillor (under 25) when the next vacancy arises.
- 24/163 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
- 24/164 11 **Sensory Garden**
- 11.1 *Committee Report* – Nothing to report.
- 11.2 *Mosaic repairs* – Brunswick Organic Nursery has been approached by Cllr. Astbury to see if they are able to repair the mosaic.
- 24/165 12 **Police Liaison**
- 12.1 *Ward Manager's Report* – Cllr. George reported the total number of crimes for August 2024 are as follows: 2 Anti- Social Behaviour, 1 Criminal damage, 3 Public Order, 1 Shoplifting, 1 Theft and 1 Violence.
- An email has been received inviting the Parish Council to vote for a local police hero. It was commented there is no designated police presence (in the form of a PCSO) in the village anymore, so no one can be nominated.
- 12.2 *Email: Police and Crime Plan and Fire and Rescue Plan consultation* – Noted
- 24/166 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – Following attendance at the last branch meeting Cllr. Harrison reported the York branch is to merge with Selby.
- A 5% increase in fees has been proposed by the National Association of Local Councils, which in the opinion of the Yorkshire Local Councils Association cannot be justified and therefore will be resisted.
- 13.2 *White Rose Updates* – Noted
- 24/167 14 **Highway Matters**
- 14.1 *Brunswick Organic Nursery, cost of village flower displays* – The nursery has been asked to replant the flower barrels on Main Street and to remove the one on Sim Balk Lane in front of the row of shops.

- 14.2 *Update from Copmanthorpe Parish Council regarding the Celkom HGV lorries – No update received.*

24/168 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 *None*

15.2 Others

15.2.1 *Freedom of Information Request (FOI) – The Parish Council received a FOI request in connection with payment of a £5 p/a rent for The Chantry. The rent was collected by the Church Commissioners but ceased in 2018 upon the expiry of the fifty-year lease. The Chairman promptly responded to the FOI request, to the satisfaction of the applicant.*

The Parish Councillors have recently set up a WhatsApp Group for their own use (The Clerk and the Clerk's records are not part of the WhatsApp Group). The Chairman reminded the Councillors that any future FOI requests could require full disclosure of content contained in this digital format.

24/169 16 **Ward Committee – Ward Committee update report from Ward Councillor Cllr. Nicholls:**

- The introduction of the 20mph village-wide speed limit and Bus Number 11 will be discussed at the 11th November Ward Committee meeting.
- 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 cldr.mnicholls@york.gov.uk

24/170 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- Cllr. George asked if the Parish Council had signed up to the Civility Pledge.

24/171 18 **Date and time of next meeting Tuesday 26th November, 2024 at Vernon House, Maple Avenue at 7.00pm.**

Meeting closed at 8.12 pm