

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 23rd August, 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, Cllr. Hunt, Cllr. Green, Cllr. Thornton and Cllr. Conley.

22/136 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.

22/137 2 **Apologies for absence.**

None

22/138 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.*

22/139 4 **Minutes of Meeting, 26th July 2022**

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

22/140 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **23 Myrtle Avenue.** Two storey and single storey extensions to rear with two dormers after demolition of existing rear extension and extend hipped roof to side. 22/01564/FUL. **No Objection**

5.1.2 **90 Acaster Lane.** Erection of 1.85m high fence to rear. 22/00962/FUL. **No Objection**

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

5.2.1 **84 Montague Road.** Variations of condition two of permitted application 16/02861/FUL to alter boundary and parking arrangements – retrospective. 22/00906/FUL. **(No Objection) Approved**

5.2.2 **Applegarth, 15 Sim Balk Lane.** Two storey side extension, single storey rear extensions, dormer to rear and detached garage and garden room to the side.

22/00736/FUL. **(No Objection)**. Approved

5.2.3 **Field House, Middlethorpe.** First floor side extension. 21/02378/FUL. **(No Objection)**. Approved

5.2.4 **Priory Corner, 83 Main Street.** Erection of two single storey outbuildings. 21/02401/FUL. **(Objection)**. Approved

5.2.5 **The Crematorium, Bishopthorpe Road.** Erection of single storey building for use as waiting area in association with crematorium. 22/00744/GRG3. **(No Objection)** Approved

5.2.6 **88 Acaster Lane.** Single storey side and rear extension. 22/01313/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 – It was reported last month that this matter may go to local inquiry but there has been no update from the Planning Inspectorate regarding this to date.*

5.4.2 *Planning Application information received May 24th: Proposed 5G Telecommunications Installation for H3G UK – from WHP Telecoms Ltd - update – The Parish Council and nine residents have objected both to the location and to the appearance of the proposed telecommunication installation.*

Cllr. Conley commented that the mast, which was originally 16m high, has been reduced by 1m but will still be visually obstructive in a densely populated part of the village. At 15m it will be twice the ridge height of the houses surrounding it. The site is rated ‘amber’ (not ‘green’) due to its proximity to the Junior School, Nursery and domestic dwellings and under similar circumstances many other sites have been discounted on the basis that they were too close to residential buildings. However, it is understood that on the 25th July a decision was made by the City Council to grant approval to this proposal.

5.4.3 *Email received from a resident in Appleton Court about a neighbour’s chimney – Cllr. Conley reported that a query has been brought to the Parish Council regarding what appears to be a chimney from a wood burner. Quoting from planning regulations Cllr. Conley stated that to install a wood burning stove in your home, the government specifies that:*

“... you do not need to acquire planning permission from Building Control if these conditions are adhered to: The flue is situated at the rear or side of the building with a maximum clearance of 1m above the highest part of the roof”

The Parish Council can make no objection to the chimney on planning grounds. Cllr. Conley agree to contact the lady to explain the situation.

6.1.1 *Management Committee Report* – Cllr Thornton reported that

- There is a problem with lights in the main hall – Dave King Electronics Ltd has been contacted to investigate.
- The control panel on the boiler is broken – this may be a costly job to repair but must be undertaken.
- Cllr. Thornton asked if the Parish Council might consider raising rental charges to those groups who use the most electricity / gas as global prices are increasing for these utilities.
- Camera Club has not returned to the hall post-pandemic but it was noted that don't usually commence their meetings until September.
- Defibrillator training – Cllr. Thornton will forward a list of available dates to June Whittaker. Hall space will be provided free of charge to for the First Responders to undertake this valuable training.

Cllr. Harrison reported that he was contacted by the Bishopthorpe Festival Committee, who are organising Bishopthorpe Festival on 18 September in Main Street, asking if they could use the Village Hall to supply electricity to power 'entertainment'. It was not specified what the entertainment would be nor how much power would be required.

Following a lengthy discussion, it was agreed that the request will be refused on the basis that the hall does not have an outside power electricity point therefore to provide the power supply it would have to be opened on the day. This would pose a safety risk as the hall would not be supervised and it was therefore agreed that the hall must remain closed. Cllr. Harrison will advise the Committee of the Parish Council's decision.

The Parish Council has agreed to pay the fee for closing Main Street – the cost of which in 2021 was £720.00

Following the meeting it was agreed to formally hire the Village Hall to the Festival Committee for no charge. However, the Committee must nominate a specific individual to supervise all activities in the hall. The Committee must also ensure the hall (including toilets) are left in a clean and tidy manner at the end of the day.

6.1.2 *External Repairs* – Nothing to report

6.1.3 *Risk Assessment Document* – Cllr. Thornton submitted a completed Risk Assessment to the Clerk for safe keeping and requested a review in February 2023.

The Assessment includes a 'Working Alone' policy.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Nothing to report.

6.2.2 *Internal alterations to building* – Cllr. Hunt reported that the builder is currently on holiday. It was hoped that the alterations would be undertaken during the Summer Term with minimum disruption to Playgroup – but this is looking unlikely now.

6.2.3 *Cricket scoreboard rebuild* – The Parish Council would prefer to rebuild the scoreboard instead of purchasing a mobile one and Cllr. Nicholls was asked to progress this offer with the Cricket Club.

Northern Power will shortly commence work on Ferry Lane to cut back overhanging branches which are interfering with their power cables. This work will be undertaken with minimal disruption to Sports Pavilion and Field users.

6.2.4 *Renewal of sports field leases from the Church Commissioners* – Nothing to report

6.3 Finance Committee

6.3.1 *Committee Report* – Cllr. Harrison reported that the Parish Council paid for a commemorative plaque to be attached to Vernon House next to the new defibrillator.

6.3.2 *Request for a donation towards court resurfacing from Bishopthorpe Tennis Club* – Following a discussion with the Tennis Club it transpired that their members voted to resurface their courts with tarmac (instead of artificial grass). The request for a donation from the Parish Council will be withdrawn as they can afford this upgrade from their reserves.

6.3.3 *Option to opt out of the SAAA central external auditor appointment arrangements* – Bishopthorpe Parish Council will not opt out of the current central external auditor arrangement.

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Cllr. Jemison reported that fences are slowly being removed along the moorings, however, some are being replaced by slated fences. The City Council will make the decision whether these are appropriate or not when the site is revisited by their Enforcement Officer in November.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr George had the inspection bag for August and reported that there was no litter at all in the park during the last month. The bag was passed to Cllr. Nicholls for the upcoming month.

It was reported that some of the new edging has already broken. Replacement chippings have been ordered by Cllr Jemison and these will be progressed as soon as possible.

6.5.2 *Painting floor markings for new games at the end of the park on the tarmac area* – Cllr. Harrison mentioned he had seen a game of Snakes and Ladders on the seafront at Cleethorpes and suggested this would be a good idea for Keble Park Play Area. Cllr. Nicholls will investigate this and other possibilities.

6.6 Allotments

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

- Three allotments have been re-let in the last month.
- Seventeen people remain on the waiting list.
- Three diseased trees were removed at the Acaster Lane site, at a cost of £300.
- No response has been received from Mike Dale of Crombledale Contracting for the repair to gate post at the Orchard. Cllr. George will chase this up.

- 6.7 Senior Citizens Support, Vernon House and Accessibility Issues
 - 6.7.1 *Monthly Report* – Cllr. Green reported that Barry Wilson undertakes the upkeep of the exterior of the building and gardening around Vernon House free of charge to the Parish Council. In appreciation of all that Mr Wilson does for the Parish Council, Cllr. Green proposed the purchase a voucher for D'Oylys Tea Room at Bolton Percy for Afternoon Tea at a cost of £37.00. This was seconded by Cllr. Conley and agreed unanimously.

Vernon House hosted Catalyst Community Group for two sessions recently when the Marcia public house was unable to accommodate them.
 - 6.7.2 *Dementia Friendly villages*– Nothing to report
- 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* –Nothing to report
- 6.10 Environmental and Sustainability
 - 6.10.1 *Monthly Report* – Cllr Green attended Floriade Expo in Holland recently and reported that she observed how the Dutch people environmentally improve their cities by the incorporation of ‘green’ ideas and policies.
- 6.11 Community Emergency Planning
 - 6.11.1 *Monthly update* – Nothing to report.
- 6.12 Bishopthorpe Orchard
 - 6.12.1 *Committee Update* – Nothing to report
 - 6.12.2 *Apple Pressing Day Sunday 9th October in the Village Hall* – Cllr. Green reminded Councillors that help will be needed on the day to run the event – specifically at 10.30 am to set up and 3 pm to take down.

22/142 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 30/8) 432.00
 - Monthly direct debit to E-On Village Hall Electricity (due 16/8) 184.78
 - Monthly direct debit to E-On Village Hall Gas (due 30/8) 344.00
 - The Renewable Energy Co. Vernon House Electricity (due 22/8) 28.54
 - Data Protection annual renewal fee – ICO 35.00
 - Eon – Gas, Village Hall, one-off payment to clear debit balance (paid) 677.52
 - PlusNet – Village Hall Wi-Fi connection monthly charge (paid /1/8) 28.87
 - PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 1/8) 28.87
 - Total Amount** **£1,759.58**
 - 7.1.2 **On-Line Banking payments**
Amounts paid
 - Clerk’s Salary 712.25
 - Clerk’s Expenses (Black cartridge £30.42, coloured cartridge £26.99) 57.41

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	0.00
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	3.50
A Powell – Sensory Garden gate daily opening / locking	0.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	156.00
Cllr. Harrison – Set of keys for Keble Park Play Area and waste bags	22.75
York Elevator Services Ltd – Maintenance inspection	312.00
Keith Rowntree – repairs to Sports Pavilion window	640.00
Yorkshire Local Councils Association – Cllr. George planning course	25.00
Yorkshire Local Councils Association – Cllr. Conley planning course	25.00
Andrew’s Signs and Engravers Ltd – plaque for defibrillators (paid)	130.80
PRS / PPL for music 2021 Invoice for Village Hall (inc. lockdown reduction) (paid)	281.80
PRS / PPL for music 2022 Invoice for Village Hall (paid)	563.62
Richard Green Gas Supplies – Tap repairs Appleton Road Allotments	72.00
Business Stream – Allotments, Acaster Lane	7.46
Business Stream – Allotments, Appleton Road	21.89
Business Stream – Village Hall	252.79
Business Stream – Sports Pavilion	78.08
On-line payment total	4,193.85
Payment Total	<u>£5,953.43</u>

7.2

Income Receipts

Village Hall rental income:

18/7 J Acey Village Hall Management Committee	15.00
20/7 S Allen, Black Cats Pilates	25.00
21/7 Kassia Scott	102.00
22/7 Sue Coates, Slimming World	50.00
26/7 Lawton, Tuesday Badminton	155.00
27/7 W Allison, Wednesday Badminton	12.00
27/7 S Allen, Black Cats Pilates	25.00
29/7 Middleton Badminton group	131.16
29/7 Sue Coates, Slimming World	50.00
3/8 S Allen, Black Cats Pilates	25.00
3/8 A Darley, Badminton	143.00
5/8 Sue Coates, Slimming World	50.00
6/8 K Scott	136.00
12/8 M Nicholls	55.00
12/8 Sue Coates, Slimming World	50.00

Other Income:

28/7 Vernon House monthly income	365.70
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£1,389.86

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

- 22/143 8 **School Governors**
- 8.1 *Infants School – Nothing to report.*
- 8.2 *Junior School – Nothing to report*
- 22/144 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
- 9.1 *Committee Report – Cllr Thornton proposed that the Gordon Watkins Community Award should be moved to bi-annual award going forward – with the next award in 2023.*
- It was also reported that interest appears to have diminished in the Young Person of the Year Award. Cllr. Thornton suggested that the Parish Council may wish to consider a totally different approach for engaging young people in Bishopthorpe by setting up a Youth Council and would be happy to investigate the practicalities of this.
- 22/145 10 **Pinfold**
- 10.1 *Committee Report – Nothing to report.*
- 22/146 11 **Sensory Garden**
- 11.1 *Committee Report – Cllr. Astbury reported that the wooden planters may need repairing and will be replanted in the near future. The boundary hedging is overgrown – Sandra Harrison has contacted Andrew Wilson of Sports Turf Services to obtain a price for trimming the overgrowth.*
- 11.2 *Mosaic repairs – Cllr. Thornton reported that she has contacted Alison Williams who originally constructed the mosaic and she has offered to repair and reseal it.*
- 22/147 12 **Police Liaison**
- 12.1 *North Yorkshire Police Force – Cllr. George reported five incidents on the Police report for Bishopthorpe in June.*
- 22/148 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association – Nothing to report*
- A debate about whether Bishopthorpe should have a Local Plan was undertaken with no conclusion reached. Cllr Thornton will research this issue.
- 13.2 *NALC Chief executive's bulletin – Noted*
- 13.3 *Training bulletin – Noted*
- 13.4 *Meeting with North Yorkshire Police, Fire and Crime Commissioner – Wednesday 2nd November at 6:45- 7:45 pm on Zoom – Noted*
- 13.5 *August edition of Civility & Respect newsletter – Noted*
- 13.6 *Proposed devolution deal announcement - stakeholder pack – Noted*
- 22/149 14 **Highway Matters**
- 14.1 *Sunday Bus Service to Bishopthorpe – Cllr. Harrison reported that there is little chance of a Sunday bus service being reinstated to the village following the recently announced cuts in funding city-wide.*

- 14.2 *Consultation- York Enhanced Partnership for buses* – Unsubstantiated rumours have recently been circulated on social media regarding the potential withdrawal of First Bus Number 11 service from Bishopthorpe. Neither the City Council or First Bus have confirmed this statement. Cllr. Harrison urged all Councillors to reply to the consultation – *York Enhanced Partnership for buses* – in a personal capacity and confirmed that he will reply on behalf of Bishopthorpe Parish Council. Cllr. Harrison will also contact First Bus and the City Council to urge them to continue to provide the existing service to the village.

22/150 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 *Devolution Announcement, email from City of York Council* – Noted.

15.2 Others

15.2.1 None

- 22/151 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 August.

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 – update Cllr. Astbury – Nothing to report.

- 22/152 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- Cllr Thornton gave her apologies for a number of forthcoming meetings and confirmed that an update report will be sent to the Clerk / Chairman in lieu of attendance.

- 22/153 18 **Date and time of next meeting – Tuesday, 27th September, 2022 at 7pm at the Village Hall.**

Meeting closed at 8.37 pm