

BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an ORDINARY MEETING of Bishopthorpe Parish Council will be held on Tuesday, 27th May 2025 commencing at 7.00pm at the Village Hall . Date of posting: Wednesday 21st May 2025.

- 1 **Recording of 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.

- 2 **Apologies for absence** (including notice if potentially leaving part way through the meeting).
- 3 **Declarations of Interest.** At this point Councillors are asked to declare any prejudicial interest they may have in the business on this agenda.
- 4 **Minutes of Meeting** 22nd April 2025.
- 5 **Consideration of Planning Matters** and recommendations of the Planning Group.
 - 5.1 Notice of Applications Received
 - 5.1.1 **The Co Operative Food, 27 Main Street.** Display one internally illuminated fascia sign and one internally illuminated hanging sign. 25/00779/ADV
 - 5.1.2 **22 Keble Park Crescent.** Single storey side and rear extension. 25/00795/FUL
 - 5.1.3 **12 Keble Park North.** Two storey rear extension, single storey front and side extensions, hardstanding to frontage and dropped kerb. 25/00563/FUL
 - 5.1.4 **2 Myrtle Avenue.** Two storey rear extension, single storey rear extension, pitched roof to existing two storey side extension and conversion of garage to habitable space. 25/00869/FUL
 - 5.1.5 **25 The Coppice.** Single storey front, rear and side extensions after removal of conservatory. 25/00313/FUL – Revised plans
 - 5.1.6 **46 Beech Avenue.** Single storey front extension. 25/00956/FUL
 - 5.1.7 **Wall of Sound, 32 Sim Balk Lane.** Additional windows and fire door to side and rear and air conditioning units to rear in association with change of use from retail (use class E(a)) to dentist (use class E(e)). 25/00952/FUL

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- 5.1.8 **Wall of Sound, 32 Sim Balk Lane.** Display of 1no. externally illuminated fascia sign and 1no. non-illuminated sign board. 25/00953/FUL

5.2 Notice of Decisions Given (Parish Council decisions are in red)

- 5.2.1 **32 Main Street.** Crown reduce three Yew trees down to three metres in height. 25/00260/Tree Conservation Area. **No Objection** Approved
- 5.2.2 **The Vicarage, 48 Church Lane.** Fell five dead trees (T1-T6) and two predominantly dead trees (T158, T159); draw back branches of one Holly (T156) to clear garage up to 2m and to remove old stubs; draw back branches of one Western Red Cedar (T157) to clear garage up to 2m - trees in a conservation area. **No Objection** Approved
- 5.2.3 **St Andrew's Church Hall, Church Lane.** Installation of solar panels to the roof of St Andrew's Church Hall. 25/00018/FUL. **No Objection** Approved
- 5.2.4 **9a Newlands Road.** Lateral prune of one Oak tree to formalise and contain growth. Reduce back from neighbouring property to leave approximately two metres. 25/00359/Tree Preservation Order. **No Objection** Approved
- 5.2.5 **3 Acaster Lane.** Draw back one limb from one Lime tree up to two metres away from neighbouring property - protected by Tree Preservation Order no. 7/1980. 25/00288/Tree Preservation Order. **No Objection** Approved
- 5.2.6 **Middlethorpe Hall.** Fell one Cedar Tree protected by Tree Preservation Order number four. 25/00258/Tree Preservation Order **No Objection** Approved
- 5.2.7 **14 Montague Road.** Single storey rear extension. 25/00197/FUL. **No Objection** Approved
- 5.2.8 **Brew House Cottage, Bishopthorpe Road.** Erection of picket fencing to Southwestern boundary. 25/00210/FUL. **No Objection** Approved
- 5.2.9 **Brew House Cottage, Bishopthorpe Road.** External works to include the erection of picket fencing to Southwestern boundary. 25/00211/LBC. **No Objection** Approved
- 5.2.10 **1 The Orchard.** Remove two lower limbs from one Oak tree, remove dead and dysfunctional material over 50 mm in diameter – protected by Tree Preservation Order CYC67. 25/00513/Tree Preservation Order. **No Objection** Approved
- 5.2.11 **25 School Lane.** Single storey front, side and rear extensions, hip to gable roof extension and rear dormer (part retrospective). **No Objection** Approved
- 5.2.12 **The Co-operative Food, 47 Main Street.** External chiller, replacement canopy and plant to rear, replacement shutter to front, replacement lighting. 25/00613/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 – update Cllr. Harrison.

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6 Services

6.1 Village Hall Management Committee

6.1.1 Management Committee Report – update Cllr Thornton

6.2 Sports and Leisure Management Report

6.2.1 Management Committee Report – update Cllr Nicholls

6.3 Finance Committee

6.3.1 Committee Report – Meeting with the Internal Auditor

6.3.2 Approval of Annual Governance Statement 2024/25

6.3.3 Approval of the Annual Statement 2024/25

6.4 Leases

6.4.1 Update

6.5 Youth Support and Children’s Recreation

6.5.1 Monthly Park inspection – update

6.6 Allotments

6.6.1 Monthly Report – Cllr. George

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 Monthly Report – update

6.8 Web Site Management

6.8.1 Monthly Report – update Cllr. George

6.9 Bishopthorpe Library

6.9.1 Monthly Report – update Cllr. Gajewicz

6.10 Environmental and Sustainability

6.10.1 Monthly Report – update

6.10.2 Email from Mr Molloy: Stench Along Acaster Lane

6.11 Community Emergency Planning

6.11.1 Committee Report – update Cllr Nicholls

6.12 Bishopthorpe Orchard

6.12.1 Update – update

7 Financial Transactions

7.1 Payments to Approve

7.1.1 **Cheque / Direct Debit Payments**

Amounts paid

| | |
|--|-------|
| H3G – Internet provision – Vernon House | 15.60 |
| GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance | 24.00 |
| B-Online – Internet provision Village Hall | 46.73 |

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|---|--------|
| Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36) | 306.44 |
| Monthly direct debit to E-On Village Hall Electricity (A-BB34F196) | 227.41 |
| Monthly direct debit to E-On Village Hall Gas (A-724142FO) | 539.54 |
| Ecotricity – Vernon House electricity supply | 336.01 |

Total Amount paid **£1,495.73**

7.1.2 On- Line banking payments

Amounts paid

| | |
|---|----------|
| Clerk's Salary | 888.00 |
| Clerk's Expenses (stamps) | 27.52 |
| 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 | 32.17 |
| C Henk – Sports Pavilion cleaning | 150.00 |
| C Henk – Sports Pavilion cleaning expenses | 0.00 |
| Ainsty Landscapes – Grass cutting sports field, Ferry Lane | 720.00 |
| Cllr. Harrison – postal cost refund for registered letter | 3.60 |
| Refund of Village Hall party deposit: A Floyd | 55.00 |
| Sports Turf Services (York) Ltd – grass cuts at Sports Pavilion | 156.00 |
| Leon Haskin – Sports Pavilion door installation & internal painting | 3,606.00 |
| Dennis King Ltd – repairs to outside security lights | 231.59 |
| Clear Councils – Local councils insurance renewal | 3,486.83 |
| Cllr. Nicholls – refund for key cutting for Sports Pavilion | 18.00 |
| Personalised bench for Vernon House | 838.99 |
| Business Stream – Village Hall | 208.11 |
| Business Stream – Appleton Road allotments | 1.52 |
| Business Steam – Sports Pavilion | 122.15 |
| Fisher German – Allotment rent (Oct 24 to April 24) | 72.50 |
| Fisher German – Cricket field rent (Oct 24 to April 24) | 150.00 |
| ST Plumbing – water heater repairs at the Sports Pavilion | 204.00 |
| Savills – Glebe sports field – annual payment | 225.00 |
| Sensory Garden: replacement plants and bark | 213.52 |

On-line payment total **£12,098.00**

Payment Total **£13,593.73**

7.2 Income Receipts

Amounts Received

| | |
|--------------------------------------|-----------|
| Village Hall rental income | 1,081.67 |
| Vernon House rental income | 358.70 |
| Bishopthorpe Cricket Club precept | 650.00 |
| Precept – 1 st instalment | 18,000.00 |

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| The Boatyard York Ltd – annual rent | 2,850.00 |
| Tim Foster – refund Sports Pavilion work | 3000.00 |
| Total Income | <u>£25,940.37</u> |

8 School Governors

- 8.1 Infant School – update Cllr Nicholls
- 8.2 Junior School – update

9 Gordon Watkins Community Award

- 9.1 Committee Report – update Cllr Thornton

10 Pinfold

- 10.1 Committee Report – update Cllr. Astbury

11 Sensory Garden

- 11.1 Committee Report – update Cllr. Astbury
- 11.2 Mosaic repairs – update Cllr. Astbury

12 Police Liaison

- 12.1 Ward Manager’s Report – update Cllr. George

13 Local Council Association

- 13.1 Yorkshire Local Councils Association – Update Cllr. Harrison
- 13.2 White Rose updates

14 Highway Matters

- 14.1 Floral Displays – update Cllr. Astbury
- 14.2 Celkom Transport Ltd Operations

15 Correspondence

- 15.1 City of York Council not covered elsewhere
 - 15.1.1 None
- 15.2 Others
 - 15.2.1 None

16 Ward Committee

- 16.1 Update

17 Any other business, which the Chairman consider urgent under the Local Government Act 1972

18 Date and time of next meeting Tuesday 24th June 2025 at the Village Hall, Main Street at 7.00pm.

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19 Payments to Authorise May 2025

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Bank Account checked by

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