

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 20th January 2026 at Vernon House, Vernon Close, Bishopthorpe.

The Chair opened the meeting at 7.05 pm.

Council Members Present:

Cllr. Harrison, Cllr. Jemison, Cllr. George, Cllr. Nicholls, Cllr. Astbury and Cllr. Johnson.

26/1 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.

26/2 2 **Apologies for absence.**

Cllr. Harlington and Cllr Stephen

Cllr Harrison announced Cllr Gajewicz’ s and Cllr Thornton’s resignations from the Parish Council. (The resignations are unrelated.)

26/3 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.*

26/4 4 **Minutes of Meeting, 25th November 2025**

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

26/5 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **Bosun’s Restaurant.** Fell seven trees (four Sycamore, two Ash and one Hawthorn) Trees in a conservation area. 25/02272/The Conservation Area.
No Objection

5.1.2 **The Crematorium, Bishopthorpe Road.** Erection of single storey building for use as waiting area in association with crematorium (resubmission). 25/02353/GRG3. **No Objection**

- 5.1.3 **8 Main Street.** Front and rear dormers, single storey rear extension, porch and one front rooflight. 25/02418/FUL. **No Objection**
- 5.1.4 **The Palace, Bishopthorpe Road.** External alterations to include the replacement doors to the front entrance. 25/02480/LBC. **No Objection**
- 5.1.5 **The Palace, Bishopthorpe Road.** Replacement doors to front entrance. 25/02479/FUL. **No Objection**
- 5.1.6 **The Boundary, 3 Ferry Lane.** Fell one Beech tree protected by a Tree Preservation Order number 7/1980. 26/00063/Tree Preservation Order. **No Objection**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in red)
- 5.2.1 **6 Temple Road.** First floor side extension and rear dormer. 25/02101/FUL. **No Objection.** Refused
- 5.2.2 **Bosun's Restaurant, Ferry Lane.** Siting of five outdoor seating pods (retrospective). 25/02058/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 – Nothing to report*
- 5.4.2 *Street Trading Application - Bishopthorpe Sports & Social Club – licensing application. – The Parish Council does not object to this application.*
- 5.4.3 *Email from Minerals and Waste Team: Consultation by North Yorkshire Council (Minerals & Waste)NY/2025/0177/FUL – Cllr Nicholls reported several neighbouring Parish Councils have formally objected to this application. The primary concerns relate to heavy vehicle movements and odour emissions experienced during the summer of 2025, although the company involved had commissioned an odour survey that classified the odour level as 'medium'.*
- Subsequent investigation suggested the odour may have been caused by a local farmer's omission of lime in the slurry mixture applied to his fields. However, it appears more probable the odour originated from the Yorkshire Water facility in Naburn. Clarification regarding the source will be formally requested from North Yorkshire Council by the Ward Councillor.
- As far as the movement of heavy vehicles were concerned the Parish Council has proposed that vehicle movements should be restricted during school opening and closing times.

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Services6.1 Village Hall Management Committee

6.1.1 *Management Committee Report* – Cllr. George reported ongoing efforts to engage a builder for repairs to the Village Hall roof leak; however, he was unable to establish contact with contractors during December. Cllr. Johnson offered to investigate the underlying cause of the leak.

Addressing the unusually high water bill from November 2025, it was agreed a possible leak in the pipework may be responsible. Cllr. Harrison volunteered to contact Yorkshire Water to request an engineer is sent out to investigate.

Cllr. Stephen has agreed to contact two independent cleaning companies in order to obtain quotes for the regular cleaning of the downstairs hall and toilets.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr Johnson reported all internal joinery work has been completed. The Playgroup has not yet replaced the interior strip lights with LED units; however, it is understood this upgrade will take place in the near future.

The leases for the football field and cricket pitch have expired. The Parish Council has made multiple attempts to contact both the Church Commissioners and Savills regarding renewal of the leases; however, no response has been received to date from either. Cllr Harrison will chase a response by telephone. **Action Cllr Harrison**

6.2.2 *Ferry Lane Multi-Sports Development* – Cllr. Johnson reported the following items:

- A proposal to construct six paddle tennis courts had been received from a developer with proposals to lease the land and make a capital contribution to the Parish Council. The proposal would substantially occupy the area currently used for junior football and after discussion it was agreed to decline the offer due to this loss of amenity and the complexities of the land arrangements.
- Bishopthorpe Cricket Club has submitted a grant application for new equipment. No application has been submitted for the planning stage of the proposed new development and discussions with the Cricket Club will continue.

6.2.3 *Quickline: Ferry Lane cabling enquiry* – Cllr. Johnson confirmed Quickline intends to install infrastructure along Ferry Lane. Permission will be granted for cables to reach up to the scoreboard, which will serve all the domestic properties on the Lane as long as work is completed prior to the start of the cricket season. The Parish Council has reservations about the impact of the second section of cabling on the future development plans. Any way leaves will require the freeholders agreement. Cllr. Johnson agreed to communicate this to Quickline.

6.2.4 *Email from S Dale regarding the cricket field hedge* – Mrs Dale asked the Parish Council to arrange for the overgrowing hedge to be cut back. Cllr Johnson completed the work at no cost to the Parish Council. Cllr Harrison thanked Cllr. Johnson for undertaking this task.

6.3 Finance Committee

6.3.1 *Committee Report* – The Clerk and Chairman have reviewed the Parish Council's finances for 2026/27, noting a projected £5k increase in expenditure due to higher NI contributions, wage rises, and urgent repairs required at Parish Council owned buildings. It is expected income will rise slightly from increased hire rates but even taking this into account, a £3k shortfall will remain. To maintain facilities in good order, the precept will need to be raised from £36k to £39k.

6.3.2 *To agree precept for 2026/27* – Cllr Harrison proposed raising the precept from £36,000 to £39,000 for the financial year 2026/27. This was seconded by Cllr Jemison and agreed unanimously.

6.3.3 *Tax Base information 2026/27* – The City Council advised the Parish Council the Council Tax Base approved for Bishopthorpe is 1,296.2. This means a precept of £1,296.20 would result in a charge to a Band D Property of £1.00.

6.3.4 *Increase in monthly payments* – Cllr Harrison proposed the following increases:

- Vernon House management to increase from £250 to £290 per month
- Sports Pavilion cleaning to increase from £30 to £35 per clean

This was seconded by Cllr Jemison and agreed unanimously.

6.4 Leases

6.4.1 *Sale of Field 84* – Cllr Harrison has instructed the Parish Council's solicitors to prepare the sales documents for Field 84, which will include several restrictive clauses. The buyer will be made aware of the Land Registry's comments regarding the land adjoining the River Ouse. A response from the Land Registry has been received and Cllr. Johnson agreed to respond identifying the unequivocal title to the land.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr. Astbury had the inspection bag for the previous month and reported low levels of litter left in the park over the Christmas period.

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

6.6 Allotments

6.6.1 *Monthly report* – Cllr. George reported six people remain on the waiting list for an allotment in Bishopthorpe.

6.6.2 *Asbestos sheet removal* – Cllr George confirmed the sheet has been safely disposed of by a specialist company.

- 6.7 Senior Citizens Support, Vernon House and Accessibility Issues
 - 6.7.1 *Monthly Report* – The Parish Council expressed their gratitude to the anonymous donor who provided the new chairs for Vernon House.

Cllr. Astbury reported ongoing concerns with the City Council over upgrading the building's toilet facilities. There is dampness in the ladies' toilet, which may be caused by blocked gutters. According to the lease terms, the City Council, as landlord, is responsible for resolving these issues. Cllr. Astbury will continue to follow up with the City Council.
 - 6.7.2 *On site inspection* – Cllr. Astbury will invite the City Council to attend an on-site inspection to resolve the issues noted above.

- 6.8 Web Site Management
 - 6.8.1 *Monthly Report* – The website is currently 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* – Nothing to report

- 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

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Financial Transactions

7.1	<u>Payments to approve</u>		
	7.1.1	Cheque / Direct Debit payments	
		Amounts paid December	
		B-Online – Internet provision Village Hall	32.34
		Ecotricity – Vernon House electricity supply	240.60
		GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance	24.00
		H3G – Internet provision – Vernon House	15.60
		Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	128.95
		Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	316.29
		Monthly direct debit to E-On Village Hall Gas (A-724142FO)	619.54
		Total Amount paid	£1,377.32
		Amounts paid January	
		B-Online – Internet provision Village Hall	32.34
		Ecotricity – Vernon House electricity supply	266.81
		GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance	24.00
		H3G – Internet provision – Vernon House	15.60
		Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	166.85
		Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	283.60
		Monthly direct debit to E-On Village Hall Gas (A-724142FO)	496.51
		Total Amount paid	£1,285.71

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

Clerk's Salary	916.42
Clerk's Expenses	0.00
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	0.00
Refund to Cllr Harrison – Frame for community award	3.00
Refund to Cllr Harrison – Sensory Garden, grit and gardening gloves	28.98
Ainsty Lawncare – grass cuts to sports field	540.00
York Christmas Trees Ltd – tree for Sensory Garden	390.00
Fisher German – 1m ransom strip around allotments – annual rent	1.00
Andrew's Garden Services - Play Area grass cuts	300.00
Advance Fire Services – Annual check of appliances	252.48

On-line payment total	3,239.38
Payment Total for December	£4,616.70

Amounts paid – January

Clerk's Salary	916.42
Clerk's Expenses (replacement ink cartridges)	80.76
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	60.00
C Henk – Sports Pavilion cleaning expenses	0.00
FUSE – Insall a double socket in the Sports Pavilion	45.00
York Bus Forum – annual subscription fee	15.00
J Johnson – works to the Sports Pavilion	1,190.00
Bishopthorpe Organic Nursery – off site gardening for Parish Council	180.00
MOD Environmental Ltd – asbestos removal from allotments site	948.00
City of York Council – Vernon House insurance recharge	154.03
City of York Council – Waste disposal, Sports Pavilion	77.84
City of York Council – waste disposal, Village Hall	84.60
Bishopthorpe Organic Nursery – Barrel planters, soil and plants	156.00

On-line payment total	4,595.15
Payment Total – January	£5,880.86

Total December and January	£10,497.56
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7.2	Income Receipts	
	Amounts Received – December and January	
	Village Hall rental income	2,813.97
	Bowls Club, Village Hall rental 3/12/25	16.00
	Vernon House – 3 months income	1,041.60
	Total Income	£3,871.57

Approval of financial transaction proposed by Cllr George. This was seconded by Cllr Jemison and agreed unanimously.

- 26/8 8 **School Governors**
- 8.1 *Infant School* – Cllr Nicholls reported a new school council has been elected.
- 8.2 *Junior School* – Nothing to report.
- 26/9 9 **Gordon Watkins Community Award**
- 9.1 *Committee Report* – The award will be presented to this year’s winner, Mrs Carole Green at the Link Magazine annual party, which will be held on Sunday 25th January at Vernon House at 2pm.
- 26/10 10 **Pinfold**
- 10.1 *Committee Report* – Nothing to report.
- 26/11 11 **Sensory Garden**
- 11.1 *Committee Report* – Spring bulbs have been planted and the garden area kept tidy by volunteer, Mrs Harrison.
- 11.2 *Mosaic repairs* – After grouting and sealing, the new mosaic will replace the broken one in the Sensory Garden.
- 11.3 *Removal of hedge by neighbouring property* – Cllr. Harrison noted a replacement hedge has been planted; however, it will require several years to mature before offering sufficient security for the garden.
- 26/12 12 **Police Liaison**
- 12.1 *Ward Manager’s Report* – Cllr. George presented the crime statistics for October 2025 as follows: five incidents of anti-social behaviour, one incident of criminal damage, one incident of shoplifting, and two incidents classified as 'other' crimes.
- In November 2025, the following incidents were reported: three cases of anti-social behaviour, one case classified as 'other' theft, and one public order offence.
- 26/13 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – No recent meeting.
- 13.2 *White Rose updates* – Noted
- 26/14 14 **Highway Matters**
- 14.1 *Celkom Transport Ltd Operations* – Celkom Transport Ltd's planning application continues to be delayed. However, the company has agreed not to route lorries through the village during school opening and closing hours.

- 14.2 *Email from G Taylor: Camera Campaign* – Currently, the 30mph speed signs are turned off because they cannot be changed to display 20mph. Cllr. Johnson said he would look into how much it would cost to buy new 20mph speed signs for the four entrances to Bishopthorpe.

Cllr Harrison was invited to join York Bus Forum and has attended several meetings. The No. 11 bus service was discussed as its schedule has changed from every forty-five minutes to every hour. A request was made to alter the route so it travels into town and no further, as this would improve service to Bishopthorpe. Additionally, it was reported a new Sunday service will operate only as far as Piccadilly before returning to Bishopthorpe. Cllr Harrison will continue to pursue this issue.

26/15 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 *The Mayor's Precept Survey 2026/2027 – emailed to all 8/12 – Noted*

15.2.2 *YNYCA Funding – emailed to all 12/12/2025 – Noted*

15.2.3 *National Highways Update: A64 slip road improvements – Noted*

26/16 16 **Ward Committee – Ward Committee update report from Ward Councillor Cllr. Nicholls:**

- Following the introduction of a Sunday bus service the Community Transport proposal is currently suspended.
- The Ward Committee meeting will take place on 9th March and will include attendance by the Police and Yorkshire Water.
- Representatives from York Race Course have also been invited on the 9th March, as they have assumed responsibility for race day traffic management. It was noted race traffic reaching the end of Sim Balk Lane now require traffic signals to turn left into Church Lane; this has become a traffic hazard. The race course has expressed strong concerns, as the previous system functioned effectively.
- There still remains funds available from the ward fund.
- Regarding the proposed changes to the Boundary Commission: the Parish Council will write to express the opinion that this ward is best represented by its own councillor, rather than merging with other wards. **Action Cllr Harrison.**
- 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 cllr.mnicholls@york.gov.uk

26/17 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- Cllr George reported the replacement defibrillator packs have arrived.

26/18 18 **Date and time of next meeting – Tuesday, 24th February 2026 at 7pm at the Village Hall.**

Meeting closed at 20.20 pm