BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an ORDINARY MEETING of Bishopthorpe Parish Council will be held on Tuesday, 27th October 2026 commencing at 7.00pm at The Village Hall, Main Street, Bishopthorpe. Date of posting: Thursday 22nd October 2026.

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.

Public Participation

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 Ordinary Meeting** 22nd September 2026

5 **Consideration of Planning Matters** and recommendations of the Planning Group.

5.1 Notice of Applications Received

5.1.1 **Byro, 1 Appleton Road.** Two storey side extension, single storey front extension and front and rear dormers. 26/01772/FUL

5.1.2 **39 Keble Park North.** Two storey rear extension. 26/01812/FUL

5.1.3 **Land at Former RAF Acaster Malbis, Batrudding Farm, Back Lane, York.** Re-consultation on planning application for the purposes of the Retrospective planning application for the temporary use of land for the treatment and recycling of biosolids, retention of mobile plant including silo and associated infrastructure. NY/2025/0177/FUL

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

5.2.1 **21 Ramsey Avenue.** Single storey rear extension. 26/01461/FUL. Approved with conditions. **No objection.**

5.2.2 **Flat 32 Sim Balk Lane.** Change of use of first floor flat from residential (C3) to a dental facility. (Class E). Removal of rear external staircase and demolition of bungalow to side to accommodate parking. Approved with conditions, particularly around parking and cycle facilities. **No objection.**

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. Johnson and Cllr. Christian

6 **Services**

6.1 Village Hall
- 6.1.1 Monthly Report – update Cllr. Linfoot

6.2 Sports and Leisure
- 6.2.1 Monthly Report – update Cllr. Linfoot

6.3 Finance Committee
- 6.3.1 Monthly Report – update Cllr Johnson
- 6.3.2 Scribe – Update on progress Clerk
- 6.3.3 To review the six-month budget.

6.4 Property
- 6.4.1 Monthly Report– update Cllr. Johnson

6.5 Youth Support and Children's Recreation
- 6.5.1 Monthly Report – update Cllr. Astbury
- 6.5.2 Monthly Park inspection – update Cllr. Astbury

6.6 Allotments
- 6.6.1 Monthly Report – Cllr. George
- 6.6.2 A report on the costs over the last 6 years will be considered
- 6.6.3 To consider a new second tap at the Acaster site

6.7 Senior Citizens Support, Vernon House and Accessibility Issues
- 6.7.1 Monthly Report – Cllr. Astbury
- 6.7.2 To consider the report on Vernon House.

6.8 Web Site Management
- 6.8.1 Monthly Report – update Cllr. George

6.9 Sensory Garden and Pinfold
- 6.9.1 Monthly Report – update Cllr. Linfoot
- 6.9.2 Mosaic repairs – Installation completed

6.10 Environmental and Sustainability
- 6.10.1 Monthly Report – update Cllr. Christian
- 6.10.2 Orchard – Update Cllr. Christian
- 6.10.3 Riverside Property – update Cllr. Christian
- 6.10.4 Wind Phone - update

6.11 Community Emergency Planning
- 6.11.1 Monthly Report – update Cllr Nicholls

7 Financial Transactions

7.1 Payments to Approve October

Amounts to be paid on direct debit

B-Online – Internet provision Village Hall	40.14
Ecotricity – Vernon House electricity supply TBC	0.00
GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance	24.00
H3G – Internet provision – Vernon House	16.50
Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36)	212.18
Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	176.77

Monthly direct debit to E-On Village Hall Gas (A-724142FO) TBC	0.00
7.1.1 Direct Debits Total Amount to be paid	**£469.59**

7.1.2 On- Line banking payments

Amounts to be paid	
Clerk's Salary – Oct	708.12
Clerk's Salary HMRC – Sep	177.00
Clerk's Expenses – Stationery	53.94
Virgin Charges for Clerk's Computer (Aug – Oct)	57.98
M. Haynes – Village Hall Facilities Manager Oct	437.50
M. Haynes – Village Hall Expenses	32.98
C Julie Bradley - Vernon House Caretaker Oct	290.00
C Julie Bradley – Expenses	9.85
C Henk – Sports Pavilion cleaning Oct	175.00
Dust till Dawn – Village Hall Cleaning Oct	220.00
Complete Shutter Services – Roller shutter Playgroup	258.00
Yorkshire Local Councils Association – Clerk Training Day	105.00
Scribe – Monthly Subscriptions - Oct	86.40
Andrew's Garden Services – Cut lawns and hedges July – Oct Playground	580.00
Ainsty Turf Care Cricket pitch mowing 8 x £90	720.00
Sports Turf Services – Sports Field mowing 2 x £65 + vat	156.00
Rob Johnson – Stationery, Postage, API Registration Fee	216.25
COYC – Waste Services Sports Pavilion	80.56
COYC – Waste Services Village Hall	87.58
Simon Sykes – Pavilion replacing roof tiles	330.00
Rupert Bear Tree Care – Cut boundaries etc Keble Play Park (28th Sept)	650.00
Dennis King Electrical – New water heater play group	309.00
KF Littlejohn Audit & Review 25/26	378.00
Bear Tree Care – Tree services Play Park	650.00
On-line payment total	**£6,769.16**
Payment Total	**£7,238.75**

7.1.3 Income Receipts

Amounts Received September	
Village Hall rental income	841.70
Bishopthorpe Pre School Playgroup	1350.00
Vernon House – Aug & September	946.00
Allotments	1,175.00
2nd Instalment of Precept	19,500.00
Total Income	**£23,812.70**

Bank Balances at 20/10/2026:
Current Account: £400
Savings Account: £66,329.75

8 Liaison

8.1 Infant School – update Cllr Nicholls
8.2 Junior School – update Cllr. Nicholls
8.3 Bishopthorpe Library – update Cllr. Nicholls
8.4 Ward Committee – update Cllr. Nicholls
8.5 Police – update Cllr. George
8.6 Highways
8.6.2 York Bus Forum Members Meeting agenda and previous minutes circulated
8.6.3 Information received on the closure of Ferry Lane for resurfacing from Monday 2nd November to Friday 6th November between the hours of 9.30am and 5pm. The road to be re-opened at the end of each shift if safe to do so.
8.7 City of York Council Liaison – update Cllr. Johnson
8.8 Yorkshire Local Councils Association – update Cllr. Johnson
8.9 White Rose Updates to note

9 Gordon Watkins Community Award

9.1 Report – Update Cllr. Johnson.

10 **Correspondence**

10.1 City of York Council not covered elsewhere
10.2 FOI Request – A request was received for all information relating to any contact with the Canal and River Trust in the last six months. It was confirmed there has been no contact made.
10.3 A complaint was raised on use of the full electoral role to access an address. Both ourselves and the complainant reported the matter. A reply has been received from the monitoring office that the complaint was not upheld.
10.4 A resident has raised concerns over the width of the footpath near Bishopthorpe Palace. Cllrs. Johnson has responded and Cllr. Nicholls is investigating further.
10.5 YLCA and NALC Membership fees are to rise by 2.3%
10.6 There is a faulty electric meter at the Village Hall. The caretaker is organising a day for the energy company to come in to either fix or replace it.
10.7 There was an invitation to York Neighbours event on Saturday 14th November.
10.8 To consider a request from the Bishopthorpe Festival to support the cost of road closures of £808.

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

12 Date and time of next meeting Tuesday 24th November 2026 at the Village Hall, Main Street, Bishopthorpe at 7.00pm.

13 Payments to Authorise September 2026

13.1 Cheque / Direct Debit Payments

Amounts paid	
B-Online – Internet provision Village Hall TBC	40.14
Ecotricity – Vernon House electricity supply	196.42
GoCardless, York Wi-Fi Solutions – Village Hall internet maintenance	24.00
H3G – Internet provision – Vernon House	16.50
Monthly direct debit to E-On Sports Pavilion Electricity (A-CA601F36) TBC	212.18
Monthly direct debit to E-On Village Hall Electricity (A-BB34F196) TBC	153.27
Monthly direct debit to E-On Village Hall Gas (A-724142FO) TBC	611.82
Total Amount paid	**£1,254.33**

13.2 On- Line banking payments

Amounts paid	
Clerk's Salary – Aug includes 20 hours for July	941.72
Clerk's Salary – Sept	707.92
Clerk's Expenses – printer	306.94
Clerks Expenses – Stamps allotment invoices	91.00
M Haynes - Village Hall Facilities Manager Aug	437.50
M. Haynes – Village Hall Facilities Manager Sept	437.50
C Julie Bradley - Vernon House Caretaker Aug	290.00
C Julie Bradley - Vernon House Caretaker Sept	290.00
C Henk – Sports Pavilion cleaning Aug	140.00
C Henk – Sports Pavilion cleaning Sept	140.00
Dust till Dawn – Village Hall Cleaning Aug	180.00
Dust till Dawn – Village Hall Cleaning Sept	180.00
York Elevator Services Ltd – service Village Hall	336.00
York Elevator Services Ltd – repairs Village Hall	360.00
Yorkshire Local Councils Association – Clerk Induction	47.00
Yorkshire Local Councils Association – RFO Webinar	37.60
Cllr. Johnson – Branch by Branch Cricket Pitch hedge trimming	490.45
SC Services - installing new mosaic Sensory Garden	940.00
Stewart Harrison – Plants for Village Planters	167.60
Johnson Joinery – Repairs at cricket pitch	545.00
Andy Powell – 28/5/2026- 24/9/2026 Gate open/close sensory garden	357.00
Parish Online – IT services annual Website and workplace	596.40
Sports Turf Services – Grass cutting field	78.00
SC Services – Playground Rail repairs	560.00
On-line payment total	**£8,657.63**
Payment Total	**£9,911.96**

Bank Account checked by