

BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of Bishopthorpe Parish Council will be held on **Tuesday, 25th August 2026 commencing at 7.00pm** at **The Village Hall, Main Street, Bishopthorpe**. Date of posting: Wednesday 19th August 2026.

Public issues

- 1 Statement re constitution and Monitoring Officer** – Cllr. Johnson
- 2 Election of Chair** – Declaration of Acceptance of Office to be signed
- 3 Election of Vice-Chair**
- 4 Parish Clerk** - Following an induction to consider the formal appointment of Mrs June Perrin as the Parish Clerk
- 5 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.
- 6 Apologies for absence** (including notice if potentially leaving part way through the meeting).
- 7 Declarations of Interest.** At this point Councillors are asked to declare any prejudicial interest they may have in the business on this agenda.
- 8 Minutes of Meeting Ordinary Meeting** 28th July 2026
- 9 Co-option elections** – To consider the adoption of a new election policy
- 10 Election of Co-opted Councillors** – 2 Vacancies
- 11 Consideration of Planning Matters** and recommendations of the Planning Group.
 - 11.1 Notice of Applications Received
 - 11.1.1 **21 Ramsey Avenue.** Single Storey rear extension. Mr Ken Johnson 26/01461/FUL
 - 11.1.2 **Barbank House 1 Croft Court.** First floor side extension, single storey side extension and erection of detached outbuilding to front. E & O Gardiner. 26/01312/FUL
 - 11.1.3 **Meadow Court, Middlethorpe.** Reduce canopy of 1no. Sycamore tree tending over the neighbours drive to the east by 1.5 to 2 metres and reduce canopy tending toward the west by 1.5 - 2 metres. Tree works in a Conservation Area. Mr James Philpott. 26/01403/TCA

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- 11.2 Notice of Decisions Given (Parish Council decisions are in red)
11.2.1 **Application at: 46 Copmanthorpe Lane Bishopthorpe York YO23 2QR**
For: Two storey front extension By: Mr And Mrs Conroy,
Application Ref No: 26/01152/FUL Approved with conditions **No objections**

11.3 Large Householder Extension Notifications

11.3.1 None

11.4 Other Planning Matters

11.4.1 PROW – Section 53 Wildlife and Countryside Act 1989 – Application to record a public footpath from Chantry Lane, Bishopthorpe to Ferry Lane, Bishopthorpe – update

12 Services

12.1 Committee Structure – Paper to be circulated with Cllr. Johnson’s report

12.2 Village Hall Management Committee

12.2.1 Management Committee Report – update Cllr. Harlington

12.2.2 St Andrew's Trustee Dispensation Request – to be signed by Cllr Jemison (and new Councillor(s))

12.2.3 Village Hall hedge adjoining Mr Harrison’s property – update Cllr. Johnson

12.3 Sports and Leisure Management Report

12.3.1 Management Committee Report – update Cllr. Johnson

12.4 Finance Committee

12.4.1 Committee Report – update Cllr Jemison

12.4.2 Scribe - To consider adopting Scribe software– emailed to all 17/8

12.4.3 Election of two new Finance Committee members – to replace Cayley Godfrey and Stewart Harrison

12.4.4 Exercise of Public Rights Request from A North to view the accounting records for the financial year to which the 2025/26 audit relates – update meeting arranged for 26 August.

12.5 Property

12.5.1 Overview – Cllr. Johnson

12.5.2 Field 84 – update Cllr. Christian

12.6 Youth Support and Children’s Recreation

12.6.1 Monthly Park inspection – update Cllr. Christian

12.6.2 Playdale Quote for repairs for consideration– £1,179.91

12.7 Allotments

12.7.1 Monthly Report – Cllr. George

12.8 Senior Citizens Support, Vernon House and Accessibility Issues

12.8.1 Monthly Report – Cllr. Astbury

12.9 Web Site Management

12.9.1 Monthly Report – update Cllr. George

12.9.2 Parish Council’s Facebook page – Parish Council to agree how to create posts going forward – Cllr. Christian

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- 12.10 Bishopthorpe Library
 - 12.10.1 Monthly Report – update
 - 12.10.2 Election of Committee Councillor to replace Stewart Harrison
- 12.11 Environmental and Sustainability
 - 12.11.1 Monthly Report – update Cllr. Astbury
 - 12.11.2 Pinfold – Update
 - 12.11.3 Sensory Garden
 - 12.11.4 Orchard – Update Cllr. Christian
 - 12.11.5 Mosaic Repairs – update
 - 12.11.6 Riverside Property
 - 12.11.7 Request received from Janet Dunnett to consider banning helium balloons for events in the council establishments
- 12.12 Community Emergency Planning
 - 12.12.1 Committee Report – update Cllr Nicholls

13 Financial Transactions

13.1 Payments to Approve

13.1.1 Cheque / Direct Debit Payments

Amounts paid

B-Online – Internet provision Village Hall TBC	0.00
Ecotricity – Vernon House electricity supply	123.44
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	0.00
Monthly direct debit to E-On Village Hall Electricity (A-BB34F196) TBC	79.20
Monthly direct debit to E-On Village Hall Gas (A-724142FO) TBC	0.00

Total Amount paid

£243.14

13.1.2 On- Line banking payments

Amounts paid

Clerk's Salary – includes 20 hours for July	941.72
Clerk's Expenses – printer	306.94
Virgin Charges for Clerk's Computer (July – Sept)	0.00
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	0.00
C Julie Bradley - Vernon House Caretaker	290.00
C Julie Bradley - Vernon House Caretaker expenses	0.00
C Henk – Sports Pavilion cleaning	140.00
C Henk – Sports Pavilion cleaning expenses	0.00
Dusk till Dawn – Village Hall Cleaning	180.00
Playdale Playgrounds	589.96
York Elevator Services Ltd	336.00
Yorkshire Local Councils Association – Clerk Induction	47.00
Yorkshire Local Councils Association – RFO Webinar	37.60
Cllr. Johnson – Sports Pavilion roof cleaning, repairs, stationery	710.64
Cllr. Johnson – Branch by Branch Cricket Pitch hedge trimming	490.45
Johnson Joinery – repairs at Cricket Pavilion	345.00

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On-line payment total	4,852.81
Payment Total	£5,095.95

13.1.3 Income Receipts

Amounts Received

Village Hall rental income	225.00
Bishopthorpe Pre School Playgroup	0.00
Vernon House	453.50
Total Income	£678.50

NB Accounts only to 10 August until Clerk has approved July minutes to access the bank accounts

14 Liaison

- 14.1 Infant School – update Cllr Nicholls
- 14.2 Junior School – update Cllr. Nicholls
- 14.3 Police – update Cllr. George
- 14.4 Highways
 - 14.4.1 York Bus Forum Members Meeting was held 18th August 2026 at 5.30p.m. by zoom, no minutes yet (Election of a Councillor to replace Stewart Harrison)

15 Gordon Watkins Community Award

- 10.1 Committee Report – update

16 Pinfold

- 16.1 Committee Report – update
- 16.2 Election of Committee Councillor to replace Stewart Harrison

12 Sensory Garden

- 12.1 Committee Report – update
- 12.2 Election of Committee Councillor to replace Stewart Harrison
- 12.3 Mosaic repairs – update

13 Local Council Association

- 13.1 City of York Council Liaison Officer representative – Election of a Councillor to replace Stewart Harrison
- 13.2 White Rose updates

14 Correspondence

- 14.1 City of York Council not covered elsewhere
 - 14.1.1 None
- 14.2 Others - FOI Requests from Abbie North for Land Registry Application and various minutes pertaining to the sale of Council owned land.

15 Ward Committee

- 15.1 Update

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

17 Date and time of next meeting Tuesday 22nd September 2026 at the Village Hall, Main Street, Bishopthorpe at 7.00pm.

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18 Payments to Authorise August 2026

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Bank Account checked by

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