
Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 24th March 2026, held at the Village Hall, Main Street, Bishopthorpe.

The Chair opened the meeting at 7.02 pm.

Nine members of the public attended the meeting to discuss Field 84. Cllr Harrison opened the meeting by inviting questions from the floor:

- To mark the Millenium, a number of trees were planted in Field 84, for the benefit future generations. Local businesses also assisted in constructing fencing. The parishioner stated that the Parish Council must therefore hold a vested interest in Field 84. As such, a public consultation would be required prior to any decision by the Parish Council regarding the sale of the field.
- Teenagers use the field for recreational purposes. If the field is sold or developed where else could they go in the village?
- If the field is sold or developed it will be lost as a community asset forever.
- The Parish Council was urged to consider the land as ‘public open space’ and treat it as such (even though it is not).
- The Parish Council was encouraged to retain ownership of the field and manage it as a nature reserve, potentially with assistance from volunteers and input from St Nicks or Bishopthorpe Organic Nursery to ensure the area remains as open space. At this juncture, the Chairman informed attendees that although the Parish Council holds the title to the field, it has been leased since 2008; relinquishing the lease and converting the field into a nature reserve would result in an annual income loss of £1,800 for the Parish Council.
- Should the field be designated as a volunteer-managed nature reserve instead of being sold, it will be essential for volunteers to maintain long-term engagement to ensure sustained operations, rather than withdrawing and leaving daily responsibilities solely to the Parish Council.

To establish a clear course of action, Councillor Harrison confirmed the Parish Council will conduct a Public Consultation to gather input from Bishopthorpe residents. Emphasising the importance of engaging as many parishioners as possible, multiple distribution methods are being considered, including Facebook, printed copies delivered with Link Magazine and strategically placed posters throughout the village. Collection boxes, for completed consultation documents, will be located in accessible areas across the community to facilitate widespread participation.

The wording of the consultation was debated at length, with various formats suggested by members of the public but no definitive conclusion was reached. Cllr Harrison recommended the nine parishioners meet separately to formulate proposals and select two representatives to liaise with the Parish Council on the final wording. Once this has been decided and agreed the consultation paper can go to print.

The Parish Council has requested their solicitors to provide the title documents and at this stage has not asked for sales advice. The Parish Council was advised a number of restrictive clauses could be included in a sale contract but this matter was taken no further as the public consultation will determine whether or not Field 84 will be sold.

The public meeting ended at 7.34pm.

Four members of the public remained for the rest of the meeting.

The March Parish Council meeting commenced at 7.35pm.

Council Members Present:

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

26/37 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.

26/38 2 **Apologies for absence.**

None

26/39 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.*

26/40 4 **Minutes of Meeting, 24th February 2026.**

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

26/41 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **60 Church Lane.** Fell three apple trees and one Lawson Cypress tree. Trim two apple trees. Tree works in a Conservation Area. 26/00349/The Conservation Area. **No Objection**

5.1.2 **Grassed area front the junction of Beech Avenue and Maple Avenue.** Installation of a telecommunications base station comprising a 17.5m monopole supporting 6 proposed antennas and 2 new 300mm dishes together with 2 equipment cabinets and ancillary development thereto. 26/00329/TCMAS. **Objection**

5.1.3 **3 The Courtyard.** Single storey rear extension, replacement porch and solar panels to front roof slope. 26/00453/FUL. **No Objection**

- 5.1.4 **Fuchsia Cottage, 6 New lane.** Conversion of detached garage into ancillary annexe. 26/00433/FUL. **Decision pending.**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in red)
- 5.2.1 **The Crematorium, Bishopthorpe Road.** Erection of single storey building for use as waiting area in association with crematorium (resubmission). 25/02353/GRG3. **No Objection** Approved
- 5.2.2 **14 Keble Park North.** Single storey front extension. 26/00033/FUL **No Objection** Approved
- 5.2.3 **24 Croft Court.** Single storey side extension and enlarged canopy to front elevation. 25/01978/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 *Pre-planning consultation for a mobile phone base station installation at CS-3094500, Land at Maple Avenue, Bishopthorpe. (NSR:E459242 N447396) – update – Thirty five objections were submitted to the City Council in respect of this application. It is understood it will be refused.*
- 5.4.3 *Email from Mr Boardman: Airbnb – Keble Park North – Currently, applications to convert residential homes into Airbnbs are processed under domestic planning regulations. However, these will soon be treated as commercial applications. This particular application has been referred to the City Council for further investigation.*

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Services

- 6.1 Village Hall Management Committee
- 6.1.1 *Management Committee Report – Cllr George reported the repairs to the Village Hall roof are complete.*
- 6.1.2 *Email from P Green – Bishopthorpe Tiny Tots Playgroup – request to give the Village Hall free of charge for the group – Bishopthorpe Tiny Tots Playgroup will close at the end of this term and Mrs Green asked the Parish Council if they could support a new group to take its place.*

Cllr Harrison raised the question of whether the proposed group would operate commercially for profit but it is believed it won't. The new group will mainly serve Bishopthorpe children and Cllr Harlington suggested the Parish Council should offer support, recommending a trial period of either three or six months. (The group will organise their own insurance arrangements.)

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr. Johnson gave the following update:

- Reporting from the Playgroup AGM, Cllr. Johnson confirmed Julie Morris hasn't yet been replaced and this is negatively impacting the group.
- Grass cutting contracts have been renewed with prices held at 2025 rates.
- Bishopthorpe Cricket Club has purchased a new shed and will agree with other users of the Sports Pavilion where it can be best placed.

6.2.2 *Ferry Lane Multi-Sports Development* – Bishopthorpe Cricket Club hasn't presented the Parish Council with any proposals or draft funding applications to date.

6.2.3 *Email from L Thorton: Request for a £500 donation for Bishopthorpe Cricket Club* – Bishopthorpe Festival will not take place in 2026 therefore Bishopthorpe Cricket Club considers this an opportunity to host its own fundraising event on the sports field, Ferry Lane. Historically, the Parish Council has supported the club's Fun Day event by paying for a bouncy castle (£160). Mrs Thornton has approached the Parish Council asking for a £500 contribution towards this year's event.

It was agreed the club should instead approach the Ward Councillor whose new ward grant will be decided at the end of the month. Cllr Nicholls to contact Mrs Thornton. **Action Cllr Nicholls**

6.3 Finance Committee

6.3.1 *Committee Report* – PKF Littlejohn has emailed the 2025/26 AGAR request to the Clerk. The submission deadline for this year's audit is Wednesday 1 July.
Action Clerk

6.4 Leases

6.4.1 *Sale of Field 84* – This item was discussed in detail at the beginning of the meeting.

6.4.2 *Freedom of Information Request from a moorings resident– Requesting a copy of an email from 2013.* – The Parish Council operate a *Records Management Policy* which states all electronic correspondence is dealt with as follow:

- *“Retained until matter dealt with; maximum period 6 months. Where the Parish Council believes that it is necessary to keep correspondence for an increased length of time, it will redact personal data from the correspondence.”*

All 2013 emails have been deleted.

- 6.4.3 *Freedom of Information Request from Ruth Cockerill – for all correspondence and records relating to all dealings with the land (Field 84) whether recent or historic as well as all records and correspondence relating to the original registration of Title to the land.*

Ms Cockerill attended the public meeting section of tonight's meeting. At the end of the public meeting the Chairman handed Ms Cockerill copies of the documents requested under the Freedom of Information Request. This request is now concluded.

- 6.4.4 *Freedom of Information Request from Leon (No surname supplied) - for all correspondence and records relating to all dealings with the land (Field 84) whether recent or historic as well as all records and correspondence relating to the original registration of Title to the land. The Parish Council refused this request as the full name of the applicant was not supplied.*

6.5 Youth Support and Children's Recreation

- 6.5.1 *Monthly Park inspection – Cllr Harrison reported high use of the park led to increased litter this month. Edging boards are broken again and some benches and play equipment are partially covered in green mould / moss.*

The annual inspection is due to take place on the 20th April and Cllr Stephen was asked to contact Playdale to arrange to be present at the inspection.

Action Cllr Stephen

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

6.6 Allotments

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

- Five people are on the waiting list
- One plot has been surrendered and is now re-let
- Mr Parkinson thanked the Parish Council for prompt action with regard to parking issues, which were reported in the February 2026 minutes.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 *Monthly Report – Vernon House AGM will be held on 20th April commencing at 6.30pm.*

6.8 Web Site Management

- 6.8.1 *Monthly Report – Cllr George reported the website is up to date. A new link to 'York Neighbours' has been added*

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* – Mrs Christian agreed to provide the Clerk with monthly updates regarding the orchard. The first grass mowing of the year has already taken place and several trees have been pruned. The Blackthorn trees at the end of the field are also maintained by orchard volunteers and these too have been pruned.

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Financial Transactions

7.1	<u>Payments to approve</u>		
	7.1.1	Cheque / Direct Debit payments	
		Amounts paid	
		B-Online – Internet provision Village Hall	32.34
		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)	303.90
		Monthly direct debit to E-On Village Hall Electricity (A-BB34F196)	283.60
		Monthly direct debit to E-On Village Hall Gas (A-724142FO)	611.82
		Total Amount paid	£1,271.26

7.1.2	On-Line Banking payments		
		Amounts paid	
		Clerk’s Salary	916.42
		Clerk’s Expenses – ink cartridges 4 x colour	39.09
		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
		A Powell Sensory Garden gate 27/11/25 to 26/3/26	357.00
		Bear Tree Care – arboricultural services in the Sensory Garden	250.00
		Bishopthorpe Organic Nursery – Removal of Christmas tree from Sensory Garden	24.00
		Dust Till Dawn – Village Hall cleaning	175.00
		On-line payment total	2,629.01
		Payment Total	£3,900.27

7.2	Income Receipts		
		Amounts Received	
		Village Hall rental income	1,019.01
		Total Income	£1,019.01

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

- 26/44 8 **School Governors**
8.1 *Infant School* – Nothing to report.
8.2 *Junior School* – Nothing to report.
- 26/45 9 **Gordon Watkins Community Award**
9.1 *Committee Report* – An email was received from Mrs Green thanking the Parish Council for the recent Gordon Watkins Community Award. The award has been spent on new fruit trees.

One member of the public left the meeting – three remained.
- 26/46 10 **Pinfold**
10.1 *Committee Report* – Cllr Harrison removed dead leaves from the Pinfold, which will be recycled in his own green bin.
- 26/47 11 **Sensory Garden**
11.1 *Committee Report* – Spring bulbs have emerged in the garden, giving a beautiful display. Richard X has been asked to make repairs to the four wooden planters which are decaying through age.
11.2 *Mosaic repairs* – The mosaic has been sealed and is pending installation.
- 26/48 12 **Police Liaison**
12.1 *Ward Manager’s Report* – Cllr. George reported the total number of crimes reported for January 2026 are as follows: 2 Anti- Social Behaviour, 1 Criminal damage and 2 violence.
- 26/49 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – At the recent Liaison Meeting Cllr Harrison reported the First Bus 11 and Bus 15 services were discussed.

There is to be a ‘Caretakes Remit’ initiative undertaken by the City Council whereby a City Council employee will visit the village to see what needs attention. It was agreed the Councillors will provide a list (with photographs) to the City Council. **Action all**
13.2 *White Rose updates* – Noted
- 26/50 14 **Highway Matters**
14.1 *Celkom Transport Ltd Operations* – Cllr Nicholls created a Facebook page to record lorries passing through Bishopthorpe. The page attracted 135 members who provided photos and testimonies, enabling him to pressure lorry companies to avoid school hours.

Traffic Cones on Kirkwell – It is understood the school has placed a number of traffic cones at the entrance / exit of Kirkwell. The City Council are investigating whether their placement is legal.

- 26/51 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 *York and North Yorkshire Combined Authority survey to inform the new Local Transport Plan* – Councillors are asked to participate in this survey as the quantity of responses will make a difference.
- 15.1.2 *York Neighbours Charity - supporting people over 65 in York* – A link to this charity has been placed on the Parish Council’s website.
- 15.2 Others
- 15.2.1 None
- 26/52 16 **Ward Committee – Ward Committee update report from Ward Councillor Cllr. Nicholls:**
- The recent committee meeting was well attended.
 - Four police officers were present and issues regarding scooters were reported.
 - During York Race season vehicles are unable to turn left from Tadcaster Road onto Sim Balk Lane, resulting in significant delays. The Ward Councillor will request the reinstatement of the former configuration, which allowed traffic to filter into Sim Balk Lane.
 - The City Council stated part of the riverside path near Field 84 had been repaired, but this work does not appear to have been completed.
 - Weed spraying commenced in the village yesterday.
 - Last year's ward budget has been fully expended. The new budget for the coming year is expected to be confirmed this week.
 - The Ward Councillor, Michael Nicholls, can be contacted at cllr.mnicholls@york.gov.uk
- 26/53 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr Harrison confirmed the Parish Council can now co opt new members.
- 26/54 18 **Date and time of next meeting – Tuesday, 28th April 2026 at 7pm at the Village Hall**

Meeting closed at 20.14 pm