

BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of Bishopthorpe Parish Council will be held on **Tuesday, 22nd September 2026 commencing at 7.00pm at The Village Hall, Main Street, Bishopthorpe.** Date of posting: Wednesday 16th September 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 25th August 2026**
- 5 Consideration of Planning Matters** and recommendations of the Planning Group.
- 5.1 Notice of Applications Received
 - 5.1.1 **1 Ferry Lane.** Tree work to Horse Chestnut Tree. Protected by Tree Preservation. 26/01567/TPO.
 - 5.1.2 **48 Main Street.** Single Storey Front Extension. 26/01656/FUL
 - 5.2 Notice of Decisions Given (Parish Council decisions are in red)
 - 5.2.1 **14 Garbett Way.** Single storey rear extension, porch to front and enlargement of rear dormer 26/00973/FUL Approved with conditions
 - 5.2.2 **St Andrews Church.** Tree works in a conservation area. Approved with no tree preservation order.
 - 5.2.3 **Mill House, Moor Lane** - Conversion of detached outbuilding to ancillary annexe and side dormer 26/01330/FUL 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. Johnson

6 Services

- 6.1 Village Hall Management Committee

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6.1.1 Management Committee Report – update Cllr. Harlington

6.2 Sports and Leisure Management Report

6.2.1 Management Committee Report – update Cllr. Linfoot

6.3 Finance Committee

- 6.3.1 Committee Report – update Cllr Johnson
- 6.3.2 Scribe – Update on progress Clerk
- 6.3.3 Allotment Invoices – update Clerk
- 6.3.4 To consider budget for stationery for Clerk
- 6.3.5 To Consider adding Cllr. Johnson to the bank mandate
- 6.3.6 Exercise of Public Rights Request from A North to view the accounting records for the financial year to which the 2025/26 audit relates – *meeting not yet rearranged by Ms North*

6.4 Property

6.4.1 Committee Report– update Cllr. Johnson

6.5 Youth Support and Children’s Recreation

- 6.5.1 Committee Report – update Cllr. Astbury
- 6.5.2 Monthly Park inspection – update Cllr. Astbury

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 – Cllr. Astbury

6.8 Web Site Management

6.8.1 Monthly Report – update Cllr. George

6.9 Sensory Garden and Pinfold

- 6.9.1 Committee 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 – request to consider installing one in the village

6.11 Community Emergency Planning

6.11.1 Committee Report – update Cllr Nicholls

7 **Financial Transactions**

7.1 Payments to Approve

7.1.1 **Cheque / Direct Debit Payments**

Amounts paid

B-Online – Internet provision Village Hall TBC	0.00
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

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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	£316.12
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7.1.2 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 Salary HMRC – Jul/Aug	349.19
Clerk's Expenses – printer	306.94
Clerks Expenses – Stamps allotment invoices	91.00
Virgin Charges for Clerk's Computer (July – Sept)	0.00
M Haynes - Village Hall Facilities Manager Aug	437.50
M. Haynes – Village Hall Facilities Manager Sept	437.50
Village Hall Facilities Manager expenses	0.00
C Julie Bradley - Vernon House Caretaker Aug	290.00
C Julie Bradley - Vernon House Caretaker Sept	290.00
C Julie Bradley - Vernon House Caretaker expenses	0.00
C Henk – Sports Pavilion cleaning Aug	140.00
C Henk – Sports Pavilion cleaning Sept	140.00
C Henk – Sports Pavilion cleaning expenses	0.00
Dust till Dawn – Village Hall Cleaning Aug	180.00
Dust till Dawn – Village Hall Cleaning Sept	180.00
York Elevator Services Ltd	336.00
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
Andy Powell – 28/5/2026- 24/9/2026 Gate opening and closing sensory garden	357.00
Parish Online – IT services annual Website and workplace	596.40
Scribe – Installation and set up for Finance and Allotments	1400.40
Scribe – Monthly subscriptions	86.40
Sports Turf Services – Grass cutting field	78.00
Rupert Bear Tree Care – Cut boundaries etc Keble Play Park (28 th Sept)	650.00
SC Services – Playground Rail repairs	560.00

On-line payment total	£10,238.62
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Payment Total	£10,554.74
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note – due to the mandate not ready several payments were moved from August into September

7.1.3 Income Receipts

Amounts Received

Village Hall rental income	0.00
Bishopthorpe Pre School Playgroup	0.00

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Vernon House	522.00
Total Income	£678.50

NB Bank statements only to 01 September

Bank Balances at 01/9/2026:

Current Account: £400

Savings Account: £51,543.97

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
 - 8.6.1 York Bus Forum Members Meeting agenda circulated (Election of a Councillor to replace Stewart Harrison)
- 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 Committee Report – to revisit later in the year

10 Correspondence

- 10.1 City of York Council not covered elsewhere
- 10.2 Other: Checking the defibrillator

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

12 Date and time of next meeting Tuesday 27th October 2026 at the Village Hall, Main Street, Bishopthorpe at 7.00pm.

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13 Payments to Authorise August 2026

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Bank Account checked by

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