

**Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 28<sup>th</sup> April 2026, held at the Village Hall, Main Street, Bishopthorpe.**

*The Chair opened the meeting at 8.30 pm.*

**Council Members Present:**

Cllr. Harrison, Cllr. Jemison, Cllr. George, Cllr. Astbury, Cllr. Stephen, Cllr. Harlington, Cllr. Johnson, Cllr. Christian and Cllr. Linfoot

26/55 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.*

26/56 2 **Apologies for absence.**

Cllr Nicholls and The Parish Council Clerk (due to illness)

26/57 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.*

26/58 4 **Minutes of Meeting, 24<sup>th</sup> March 2026.**

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

26/59 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **64 Acaster Lane.** Single storey side extension, porch to front, garage extension and alterations to fenestration. 26/00467/FUL. **No Objection**

5.1.2 **Fuchsia Cottage, 6 New lane.** Conversion of detached garage into ancillary annexe. 26/00433/FUL (decision held over from March 2026). **No Objection**

5.1.3 **Falt 32, Sim Balk Lane.** First floor rear extension, render to all elevations, replacement roof, removal of chimneys and alterations to front fenestration. 26/00569/FUL. **No Objection**

- 5.1.4 **134 Acaster Lane.** Single storey rear extension. 26/00639/FUL. **No Objection**
- 5.1.5 **50 Acaster Lane.** Single storey rear extension and dormer to rear. 26/00226/FUL. **No Objection**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in red)
- 5.2.1 **Middlethorpe Manor, Middlethorpe.** Fell one Pine, crown lift one Sycamore by removing one branch, prune back lowest branches from one Horse Chestnut by two metres. Reduce mature Conifer hedge line by five metres. Crown reduce western side of one Yew canopy by three metres. Crown reduce two Hazels by one metre. Tree works in a conservation area. 26/00214/The Conservation Area **No Objection** Approved
- 5.2.2 **Bishopthorpe Social Club, The Poplars, 12 Main Street.** Single storey side extension. 26/00133/FUL **No Objection.** Approved
- 5.2.3 **Richmond Lodge, 42 Sim Balk Lane.** Crown lift one beech to approximately one metre about the bus stop and clear telephone lines. Trim back the branches to two pine trees by 1-2 metres over the property and one metre on the school side – protected by Tree Preservation Order no. CYC211. 26/00183/Tree Preservation Order **No Objection** Approved
- 5.2.4 **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** Approved
- 5.2.5 **Palace Gardens, Bishopthorpe Road.** Construction of twenty-eight piers to stabilise walls. 25/01584/FUL. **No Objection** Approved
- 5.2.6 **Palace Gardens, Bishopthorpe Road.** External works to include new stabilising piers, repairs and repointing of walls. 25/01407/LBC. **No Objection** Approved
- 5.2.7 **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** Refused
- 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.*

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**Services**6.1 Village Hall Management Committee6.1.1 *Management Committee Report* – Nothing to report6.1.2 *Yorkshire Water: Refund of £1,590.72 against an incorrectly charged bill of £1,781.68 (November 2025)* – Noted6.2 Sports and Leisure Management Committee6.2.1 *Management Committee Report* – Cllr. Johnson gave the following update:

- The grass cutting to the cricket and football pitches had started and invoices will now flow.
- Further maintenance work was required:
  - Electric sockets and light to changing rooms
  - Window roller shutter
  - Joinery to toilet areas
  - Taps to toilet areasCllr. Johnson estimated that this could amount to circa £2000 and quotes were being obtained.
- Cllr. Johnson noted that the Bishopthorpe Cricket Club shed was now erected in the children's outdoor play area but he would seek quotes for a concrete base adjacent to the container to allow it to be relocated.
- The preschool group had new trustees in place and hoped to continue next year. A new rent needs to be set and an increase from £5200 to £5400 would be proposed

6.2.2 *Ferry Lane Multi-Sports Development* – No further update reported6.3 Finance Committee6.3.1 *Committee Report* – The Clerk has completed the draft accounts which were presented in the Annual Meeting tonight.

A meeting has been scheduled between the Internal Auditor and the Finance Committee to review the audit before it is presented at the May Parish Council meeting. It will then be submitted to the external auditors, PFK Littlejohn LLP.

6.3.2 *Freedom of Information Request for financial information and WhatsApp messages and Land Registry documentation*: The clerk is dealing with the request.6.4 Leases6.4.1 *Sale of Field 84* – Cllr Harrison reported that the public consultation will run until May 25<sup>th</sup>. The findings of the consultation will determine the way forward.

Cllr. Johnson noted that following some concern raised at the last meeting of pollution, he had contacted Yorkshire Water who had been out and tested the water which was not contaminated.

Cllr. Johnson reported that since the last meeting investigations as to possible income from residential moorings had been investigated and a range of £3-4k (less costs) had been identified. The meeting confirmed the previous preference to retain open views of the river at this point.

Cllr. Johnson noted that following receipt of the original conveyancing documents he would now arrange for the relevant documents to be sent to Land Registry for their review.

- 6.4.2 *Field 84 Management Plan:* Mrs Christian presented the Parish Council with a comprehensive management plan for Field 84 which describes how the field could be managed by the local community on behalf of Bishopthorpe Parish Council. The aim would be to maintain the field as an accessible natural green space for quiet recreational use. The Plan also assumes that the land would not be leased and that the current leaseholder would return the land to the Parish Council in good condition. The Parish Council would be requested to arrange insurance for the volunteer group.

The Parish Council thanked Mrs Christian for drafting this plan, which will be fully reviewed once the public consultation results are available.

- 6.4.3 *J Nasson Link Magazine article regarding Field 84* - Following an article published in Link Magazine by J Nasson emails opposing the sale of Field 84 were received from four parishioners.

- 6.4.4 *Footpath through Field 84: request from a resident:* A resident who wishes to be known as 'AN' requested that the Parish Council consider marking out a fence / path around the bottom edge of the sports field and through Field 84 to give safe access to the riverside path.  
This will not be pursued until the outcome of the Field 84 Consultation is known.

6.5 Youth Support and Children's Recreation

- 6.5.1 *Monthly Park inspection* – Cllr Stephen had the inspection bag for the previous month and reported several pieces of litter and thought the grass needed cutting.

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

6.6 Allotments

- 6.6.1 *Monthly report* – Cllr. George reported that five people are on the waiting list for an allotment plot in the village.

- 6.7 Senior Citizens Support, Vernon House and Accessibility Issues
- 6.7.1 *Monthly Report* – Cllr. Stephen and Cllr. Astbury reported the following items from Vernon House AGM:
- Seven people attended the AGM.
  - A lot of interest was shown in the proposed increase in rental fees. Cllr. Astbury reported that income taken at Vernon House for the financial year ending 2026 is £4,296 with expenditure at £7,203. Cllr. Astbury explained that fees will be increasing from £2 per person to £4. (The rental fees have been held at £1 for over a decade.)
  - Following the announced rise in rental fees, one group challenged the increase in fees.
  - The Parish Council received no thanks for purchasing new chairs, nor any recognition for arranging several maintenance updates during the year.
  - One attendee was verbally aggressive towards Cllr. Astbury. This is totally unacceptable and will not be tolerated by Bishopthorpe Parish Council. The Chairman will write and visit the parishioner to make clear that his behaviour is unacceptable and must stop.
- 6.8 Web Site Management
- 6.8.1 *Monthly Report* – The website is 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* – The following report was received from Mrs M Christian:
- “Bishopthorpe Community Orchard was created in 2019 and is now in its 7th year. It continues to be carefully managed by volunteers at no cost to the Parish Council. The trees are still small but some of the apples trees bore a reasonable crop in 2025. There were a few apricots and green gages for the first time. The fruit was picked gradually by people passing through, and was also enjoyed by children at playgroup, and any ripe at the time of the Community Festival was included on the stall.*
- The grass is managed as a wildflower meadow with a late hay cut in July, which was done by scything. Paths are kept mown throughout the summer to allow people to walk through and look at the flowers and insects. Playgroup children particularly enjoy visiting. The hot summer allowed hay to be dried and bagged up, and it was offered on Facebook to rabbit and guinea pig owners in the village. (This was very popular).

The grassland continues to get more herb-rich every year and to attract more invertebrates. Last year new species using the site included marbled white butterfly, Roesel's bush cricket and hummingbird hawk-moth.

A stall was again held at Bishopthorpe Community Festival in September to raise awareness of the orchard and sell any excess fruit (although most of the fruit was donated from gardens and allotments). The stall was very popular and raised a small amount through donations. This is used to fund the upkeep of the orchard, although this year expenditure has been low. Awareness of the orchard seems to be increasing each year as it develops, and we have received lots of positive comments this year.”

26/61      7      **Financial Transactions**

7.1      Payments to approve

7.1.1      **Cheque / Direct Debit payments**

**Amounts paid**

B-Online – Internet provision Village Hall (inc. from £32.34 to £36.54)	36.54
Ecotricity – Vernon House electricity supply	564.73
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)	220.09
Monthly direct debit to E-On Village Hall Gas (A-724142FO)	611.82

<b>Total Amount paid</b>	<b>£1,776.68</b>
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7.1.2      **On-Line Banking payments**

**Amounts paid**

Clerk’s Salary	916.42
Clerk’s Expenses (A4 copy paper£15.99, book of 2 <sup>nd</sup> class stamps £7.28)	23.27
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	19.00
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
City of York Council Rates – Vernon House	1,332.80
City of York Council Rates – Village Hall	556.64
City of York Council Rates – Sports Pavilion	2156.00
Cost to Parish Council of providing a copy of Field 84 Lease to parishioner, J Nasson	11.50
Yorkshire Local Councils Association Annual Subscription	905.00
Ainsty Drainage Board – Annual charge	1.79
City of York Council – waste collection Sports Pavilion	80.56
City of York Council – waste collection Village Hall	87.58
Dust till Dawn – Village Hall cleaning	220.00
Six suggestion boxes for the Field 84 Public Consultation	48.39
Richard Williams electrician – PAT testing at Vernon House	142.50
Fisher German – Allotments rent	72.50
HMRC – Employer’s NIC payment	63.44
Fisher German – Cricket Field rent	150.00

On-line payment total	<b>7,654.89</b>
<b>Payment Total</b>	<b>£9,431.57</b>

7.2	<b>Income Receipts</b>	
	<b>Amounts Received</b>	
	Village Hall rental income	3405.00
	Vernon House Income	482.10
	Double taxation refund (2025/26)	9,383.20
	Allotment AC9d – annual payment	10.00
	<b>Total Income</b>	<b>£13,280.30</b>

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

- 26/62 8 **School Governors**
- 8.1 *Infant School* – Nothing to report.
- 8.2 *Junior School* – Nothing to report.
- 26/63 9 **Gordon Watkins Community Award**
- 9.1 *Committee Report* – Nothing to report.
- 26/64 10 **Pinfold**
- 10.1 *Committee Report* – The Pinfold area was swept and kept in good order.
- 26/65 11 **Sensory Garden**
- 11.1 Committee Report – New bark has been purchased to cover the weed suppressant laid around the new hedge planted by the neighbour next to the Sensory Garden.
- 11.2 *Mosaic repairs* – Cllr Harrison proposed accepting the quotation from Stoneplan to remove old mosaic and prepare base to install the new one at a cost of £1,100.00 (Net).
- This was seconded by Cllr. Jemison and agreed unanimously. Cllr. Harrison will now contact Stoneplan to get a date for the installation to be undertaken.
- 26/66 12 **Police Liaison**
- 12.1 *Ward Manager’s Report* – Cllr. George reported the total number of crimes reported for March 2024 are as follows: 1 Anti- Social Behaviour, Burglary, ‘other theft’, possession of weapon, vehicle and violence.
- 26/67 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – Nothing to report
- 13.2 *White Rose updates* – Noted
- 13.3 *Appointment of council representatives to the council’s local YLCA Branch* – Cllr Harrison confirmed that he will continue to represent Bishopthorpe Parish Council at Yorkshire Local Councils Association meetings.
- 26/68 14 **Highway Matters**

14.1 *Celkom Transport Ltd Operations* – No update.

14.2 *Executive Member for Transport decision session at 10am on 28th April at West Offices*  
– Noted

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**Correspondence**

15.1 City of York not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 *Email from Chloe Waller: Duke of Edinburgh Volunteering Opportunity – Litter Picking* – Cllr Harrison has emailed Chloe to inform her of potential volunteering work in the Sensory Garden and Keble Park Play Area, . It was also suggested she contact the Bishopthorpe History Group and City of York Council with a view to litter picking in Bishopthorpe.

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

- Prior to the meeting the Ward Councillor submitted the following report:
- The resurfacing of Keble Park North is welcome. Two roads have now been resurfaced in the village with Church Lane the next priority.
- A decision has been reached not to install the proposed phone mast on Beech / Maple Avenue.
- Yorkshire Water continue with on-going work regarding the source of the smell.
- The Boundary Commission has agreed to keep Bishopthorpe as one council ward.
- Cllr Nicholls will accompany the City Council caretakers on May 11<sup>th</sup> to walk around the village to see what issues need attention.
- The movement of the 20mph speed limit closer to village will take place in the first quarter of this municipal year. The Ward Councillor will then pursue 30mph outside Middlethorpe to make it safer there and ease the speed down as it comes into Bishopthorpe.
- The ‘No To Lorries’ at Bishopthorpe Infants and AYJS has gone a little quiet.
- 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 [cldr.mnicholls@york.gov.uk](mailto:cldr.mnicholls@york.gov.uk)

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

- None

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**Date and time of next meeting – Tuesday, 26<sup>th</sup> May 2026 at 7pm at the Village Hall**

Meeting closed at 9:15 pm