

BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of Bishopthorpe Parish Council will be held on **Tuesday, 28th September 2021** commencing at **7.00pm** in **Vernon House, Vernon Close, Bishopthorpe York YO23 2RH**. Date of posting: Wednesday 22nd September 2021.

The Planning Committee – Meeting to be held 6.45 pm, before full Parish Council meeting at 7pm.

- 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.

- 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** 24th August 2021.
- 5 **Consideration of Planning Matters** and recommendations of the Planning Group.
 - 5.1 Notice of Applications Received
 - 5.1.1 **Brew House Cottage, Bishopthorpe Road.** Internal and external alterations associated with change of use from dwelling house (use class C3) to offices (use class E). Including improvements to disabled access; alterations to heating, installation of new WCs, create opening in stud wall and remove cupboards on first floor, install fire doors throughout, replace roof materials on single storey west elevation, new gateway in car park wall with lantern lighting and new extract fan louvers in east elevation. Church Commissioners for England. 21/01933/LBC
 - 5.1.2 **Brew House Cottage, Bishopthorpe Road.** Change of use from dwelling (use class C3) to offices (use class E). Including new wheelchair access from car park; external alterations to roof, new gateway in car park with lantern lighting and new extract fan louvers in east elevation. 21/01932/FUL
 - 5.1.3 **Middlethorpe Manor, Middlethorpe.** Crown reduce Oak tree by three metres – tree works in a Conservation Area. 21/02008/Tree Conservation Area
 - 5.1.4 **43 Keble Park North.** Single storey front extension and conversion of existing garage to habitable space. 21/01941/FUL
 - 5.1.5 **5 Keble Park South.** Two storey side extension, single storey rear extension, partial conversion of existing garage to habitable space and solar panels to rear. 21/02017/FUL
 - 5.1.6 **Proposed Telecoms mast, Appleton Road.** Erection of twenty metre phase-eight monopole with wraparound cabinet at base and associated ancillary works. 21/01038/TCNOT. **Held over until September meeting**
 - 5.1.7 **Sunnyside, 28 Copmanthorpe Lane.** Partial conversion of garage to living accommodation and extension to rear of garage – part retrospective. 21/02012/FUL

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

- 5.2.1 **The Vicarage, 48 Church Lane.** Remove lower limbs to crown lift two Sycamore and one Ash – tree works in Tree Conservation Area. 21/01767/Tree Conservation Area. **No Objection.** Approved
- 5.2.2 **The Palace, Bishopthorpe Road.** Reduce limbs from a Beech tree in a Conservation Area. 21/01746/Tree Conservation Area. **No Objection.** Approved
- 5.2.3 **2 Myrtle Avenue.** Two storey side extension and single storey rear extension (revised scheme, resubmission). 21/01768/FUL. **No Objection.** Approved
- 5.2.4 **12 Maple Avenue.** Installation of ramp to front. 21/01799/FUL. **No Objection** Approved
- 5.2.5 **White Cross Cottage, 36 Main Street.** Part two storey, part single storey rear extension. 21/01584/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 – email from City of York Council, call for further evidence.

6 Services

6.1 Village Hall Management Committee

- 6.1.1 Management Committee Report – update Cllr Mrs Thornton
- 6.1.2 Draft terms and conditions for users - update

6.2 Sports and Leisure Management Report

- 6.2.1 Management Committee Report – update Cllr Nicholls
- 6.2.2 Boundary hedge – contract to cut the hedge
- 6.2.3 Unpaid precept payment, £395 due April 2021 – Bishopthorpe United FC

6.3 Finance Committee

- 6.3.1 Committee Report – update Cllr. Harrison

6.4 Field 84, Riverside and Footpaths Working Party

- 6.4.1 Update – update Cllr. Jemison
- 6.4.2 Sale of car park to York Marine Services
- 6.4.3 Sale of land to Ferry Cottage

6.5 Youth Support and Children's Recreation

- 6.5.1 Monthly Park inspection update
- 6.5.2 Email from R Clark – Dogs in the Play Area

6.6 Allotments

- 6.6.1 Monthly Report – Cllr. George
- 6.6.2 Plot 67, Appleton Road, concrete slab

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 Monthly Report – Cllr. Mrs Green
- 6.7.2 Request to City Council for solar panels on the building's roof

6.8 Web Site Management

- 6.8.1 Monthly Report – Cllr. Mrs Conley

6.9 Bishopthorpe Library

- 6.9.1 Monthly Report – update Cllr. Mrs Conley

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- 6.10 Environmental and Sustainability
 - 6.10.1 Monthly Report – Cllr. Mrs Conley
 - 6.10.2 Email from Sustrans: Improving Accessibility of the Solar System Way
- 6.11 Community Emergency Planning
 - 6.11.1 Committee Report – update Cllr Nicholls
- 6.12 Bishopthorpe Orchard
 - 6.12.1 Update – update Cllr. Mrs Green
 - 6.12.2 Annual Apple Pressing Day – update Cllr. Mrs Green

7 Financial Transactions

7.1 Payments to Approve

7.1.1 Cheque / Direct Debit Payments

Amounts paid

Monthly direct debit to E-On Sports Pavilion Electricity (due month 28/9)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 21/9)	63.43
Monthly direct debit to E-On Village Hall Gas (due month end)	0.00
The Renewable Energy Co. Vernon House Electricity (due 24/9)	56.03

Total Amount paid

£551.46

7.1.2 On- Line banking payments

Amounts paid

Clerk's Salary	700.00
Clerk's Expenses- (<i>£7.00 batteries for Dictaphone, stamps for allotment letters £55.44</i>)	62.44
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	0.00
C Julie Bradley - Vernon House Caretaker	250.00
C Julie Bradley - Vernon House Caretaker expenses	22.81
C Henk – Sports Pavilion cleaning	150.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	105.00
Sports Turf Services (York) Ltd – grass cuts to sports field	134.40
Dell Computer – new laptop for Clerk	770.99
PKF Accountants annual audit fee	360.00
Roadway UK TM Ltd – Bishopthorpe festival road management	720.00
Andrew's Garden Services – Grass cuts and trim to hedge	300.00

On-line payment total

4,013.14

Payment Total

£4,564.60

7.2 Income Receipts

Village Hall rental income:

18/8 – S Allen, Black Cats Pilates	25.00
20/8 – Sue Coates, Slimming World	50.00
25/8 – S Allen, Black Cats Pilates	25.00
27/8 – Sue Coates, Slimming World	50.00
1/9 – W Allison, Wednesday Badminton	24.00
1/9 – S Allen, Black Cats Pilates	25.00

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3/9 – Sue Coates, Slimming World	50.00
7/9 – Katy Longley	55.00
8/9 – S Allen, Black Cats Pilates	25.00
10/9 – Sue Coates, Slimming World	50.00
17/9 – Sue Coates, Slimming World	50.00

Other income:

Mrs Hendry – Annual allotment rent AP7	10.00
G Parker – Charity Craft Days	125.00
Party Booking – Dean Bell	120.00
Zumba classes	170.00
Vernon House rental income	93.50
Lower Wharf City Council – use of Sports Pavilion	20.00
BT – Compensation for damage to Vernon House wall	150.00
Vernon House rental income – August	307.00
	<u>£1,424.50</u>

8 School Governors

- 8.1 Infant School – update Cllr. Grabowski
- 8.2 Junior School – update Cllr. Mrs Green

9 Young Person of the Year Award and the Gordon Watkins Community Award

- 9.1 Committee Report

10 Pinfold

- 10.1 Committee Report – update Cllr. Mrs Gajewicz

11 Sensory Garden

- 11.1 Committee Report – update Cllr. Mrs Gajewicz
- 11.2 Mosaic repairs – update Cllr. Mrs Gajewicz
- 11.3 Problem with bindweed in the garden.

12 Police Liaison

- 12.1 Ward Manager’s Report

13 Local Council Association

- 13.1 Yorkshire Local Councils Association – Update Cllr. Harrison
- 13.2 NYCC request for 'call for evidence' on the national resilience strategy
- 13.3 Queen's Green Canopy Initiative - Plant a Tree for the Jubilee

14 Highway Matters

- 14.1 *City of York Council proposal to paint double yellow lines in various places around the village – update*
- 14.2 Public consultation on proposals for Copmanthorpe Level Crossing
- 14.3 Update to: Sim Balk Lane, Bishopthorpe - Speed Management Scheme - Information Bulletin

15 Correspondence

- 15.1 City of York Council not covered elsewhere
 - 15.1.1 None
- 15.2 Others
 - 15.2.1 Support For Afghan Refugees – email from Cllr Darryl Smalley
 - 15.2.2 Leeds East Airport Consultation report
 - 15.2.3 Email from J Whittaker: CPADS in Bishopthorpe

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16 Ward Committee

16.1 Update

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

18 Date and time of next meeting Tuesday 19th October 2021 at 7.00pm at Vernon House.

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19 Payments to Authorise **September 2021**

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Bank Account checked by