

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 22nd February 2022 at the Village Hall, Main Street, Bishopthorpe.

The Chairman opened the meeting at 7.00 pm.

Three members of the public attended the meeting:

Mr Gary Cashmore and Mrs Emma Cashmore of Acaster Lane attended the meeting to discuss the ongoing issue with the bus terminus opposite their house. It was explained that the number twenty-one bus parks at the bus stop at 6.30 am with its engine running and air brakes noisily engaged, causing a noise disturbance to all residents in the vicinity. The bus drivers have been approached by residents who have met with aggression and no co-operation. In desperation the residents have contacted First Bus, Cllr. Galvin and the City Council to voice their complaints, with no success.

Cllr Harrison sympathised with Mr and Mrs Cashmore and explained that Cllr Nicholls was looking into this matter on their behalf. Unfortunately, Cllr Nicholls was unable to attend the February Parish Council meeting but Cllr Harrison assured Mr and Mrs Cashmore that the matter will be chased and that First Bus will be requested to put up a 'No Idling' notice on the bus stop to remind drivers to turn off their engines. Mr and Mrs Cashmore suggested that the terminus should be moved to another location away from residents and this suggestion may be investigated. Cllr Harrison will ask Cllr Nicholls to keep Mr and Mrs Cashmore advised of the response from First Bus. **Action Cllr Nicholls**

Mr and Mrs Cashmore thanked the Parish Council for their help and left the meeting at 7.07 pm

Mrs Sally Astbury of Keble Park Crescent is interested in joining Bishopthorpe Parish Council and was invited to attend the February meeting by the Chairman.

Mrs June Whittaker of Keble Park North attended the meeting to represent the Bishopthorpe First Responders. Mrs Whittaker explained that the Parish Council recently agreed to allow the group to use Vernon House free of charge to host two meetings. However, the group now wish to hold a further four meetings in 2022 and asked if the Parish Council would allow these to also be free of charge.

In view of the valuable service provided to the residents of the village, it was unanimously agreed that the Parish Council will allow Bishopthorpe First Responders to use Vernon House to host their training meetings free of charge.

Mrs Whittaker thanked the Parish Council and left the meeting at 7.12 pm

The February meeting of Bishopthorpe Parish Council commenced at 7.12pm

Council Members Present:

Cllr. Harrison (Chairman), Cllr Jemison, Cllr. Green, Cllr. George, Cllr. Conley and Cllr. Thornton.

22/19 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.

- 22/20 2 **Apologies for absence.**
- Cllr Gajewicz, Cllr Hunt and Cllr Nicholls.
- 22/21 3 **Declarations of Interest**
- At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. *Cllr Jemison declared an interest in item 5.1.8*
- 22/22 4 **Minutes of Meeting 18th January, 2022**
- Acceptance of the minutes was proposed by Cllr George and seconded by Cllr Jemison. Carried unanimously by all who attended the meeting. The minutes were signed by the Chairman.
- 22/23 5 **Consideration of Planning Matters and recommendations of the Planning Group**
- 5.1 Notice of Applications received
- 5.1.1 **12 Harcourt Close.** Side extension and porch to front. 22/00028FUL. (No Objection)
- 5.1.2 **Field House, Middlethorpe.** Raise garden level to rear and gabion retaining wall. 21/02787/FUL. (Objection)
- 5.1.3 **38 Church Lane.** Two storey side and rear extension, single storey rear extension, two dormers and two rooflights to rear, alterations to doors and windows to front and replacement roof following demolition of garage, office and conservatory. 22/00134/FUL. (No Objection)
- 5.1.4 **47 Maple Avenue.** Single storey side and rear extension after demolition of existing attached brick shed. 22/00092/FUL. (No Objection)
- 5.1.5 **The White House, Chantry Lane.** Reduce long lateral branches on eastern half of one Sycamore tree by approximately four metres, crown thinning by 20% - protected by Tree Preservation Order 8/1983. 22/00274/Tree Preservation Order. (No Objection)
- 5.1.6 **124 Acaster Lane.** Two storey rear extension, single storey side / rear extension and repositioning of solar panels to rear. 22/00267/FUL. (No Objection)
- 5.1.7 **1 Acaster Lane.** Fell one Horse Chestnut tree protected by Tree Preservation Order 7/1980. 22/00327/Tree Conservation Area. (No Objection)
- 5.1.8 **Priory Corner, 83 Main Street.** Erection of two single storey outbuildings. 21/02401/FUL. (Objection)
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in blue)
- 5.2.1 **23 Copmanthorpe Lane 21/02168/FUL.** Rear dormer and rooflights. **(No objection).** Approved
- 5.2.2 **9 New Lane.** Single storey rear extension. 21/01211/FUL. **(No Objection)** – single-storey rear extension – This application had previously been refused by the City of York Council – the applicant has appealed to the Secretary of State.

- 5.2.3 **Thornbury, 28 Sim Balk Lane.** Lateral crown reduction of Oak tree by up to three metres over the garden. Tree works in Conservation Area. 21/02339/Tree Conservation Area. **(No Objection)** Approved
- 5.2.4 **100 Keble Park North.** Single storey front extension and one rooflight to front. 21/02664/FUL. **(No Objection)** Approved
- 5.2.5 **1 Lang Road.** Reduce group of Holly trees in height by 33% - protected by Tree Preservation Order CYC16. 21/02718/Tree Preservation Order. **(No Objection)** Approved
- 5.2.6 **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. **(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 –* Cllr Harrison reported that the application was forwarded to the Planning Inspectorate in November 2021 for a final decision but he had recently communicated with them to be informed that, due to Covid-19 and Staff Shortages, it could be six months before a decision is received.

Cllr Conley commented that the Government has decided to scrap the 2026 deadline for recording historic paths in England. The deadline meant that on 1st January 2026 public rights over thousands of paths, which are public highways but not yet recorded as such, would have been extinguished, with those rights being lost.

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6

Services

6.1 Village Hall Management Committee

- 6.1.1 *Management Committee Report* – Cllr Thornton reported the following items:

- The Caretaker has arranged the replacement of a new curtain rail for the black stage curtains.
- The floor space in both the green room and the boiler room has been cleared.
- The Risk Assessment is a work in progress and will be completed shortly.
- Bishopthorpe History Group has requested the return of a set of Village Hall keys: keys were removed from all groups during the pandemic. Following a debate between the Councillors of the pros and cons of allowing groups to have their own set of keys, it was agreed that the History Group is unique as it has a dedicated room in the hall. It was agreed that a set of keys will be returned to this specific group but as a safety measure any group member using the hall should advise the Caretaker in advance of use. Developing this idea, Cllr Thornton suggested that it may be beneficial to create an ‘activity sheet’ showing

who is using the hall at any one time. Cllr Thornton agreed to look into the practicalities of implementing this.

6.1.2 *Village Hall Trustee Dispensation to be re-signed to include Cllr Hunt* - carried forward to March.

6.1.3 *Carbon Monoxide Alarm to be fitted in boiler room* – Cllr George agreed to purchase an alarm for the Village Hall - as recommended in the recent annual boiler inspection report. **Action Cllr George**

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – It was agreed that the invoice to Hunt, Catch, Kill will not be paid as there is no contract in place.

Cllr Jemison reported that the playgroup car park is full of cars (following recent flooding of the Ouse). This is due to the fact that the gate was not locked overnight as was (repeatedly) requested by the Parish Council.

6.2.2 *Request from Junior Footballers to put a key pad on the wall of the Sports Pavilion* – It is understood that the key pad would hold a door key for the new the White Rose Pavilion on Sim Balk Lane and therefore the Parish Council could not understand why the key pad box should not be installed on that building instead of on the Sports Pavilion on Ferry Lane.

Cllr Harrison offered to contact the Club to refuse their request and suggest that their new building would be a more suitable location. **Action Cllr Harrison**

6.2.3 *Request from Eon to install a smart meter* – Clerk to contact Eon to begin the process of installing a smart meter. **Action Clerk.**

6.2.4 *Internal alterations to building* – Cllr Nicholls forwarded an email update before the meeting:

- One builder has been out to quote for the internal alterations, however, if engaged to do the work there would be a start time of Autumn 2022 at the earliest. Two further quotes are being pursued.
- The cricketers will not need to use the pavilion this season for ‘cricket teas’ as they have decided to bring along a packed lunch to matches.

6.2.5 *Cricket scoreboard rebuild* – York College continue not to engage with the Parish Council regarding the building of a new scoreboard. An estimate price has been requested from one local builder. Two further quotes will be requested if the Parish Council wishes to pursue this venture.

6.3 Finance Committee

6.3.1 *Committee Report* – Cllr Harrison reported that the Parish Council has been approached by the Bishopthorpe Festival Committee requesting funding to close Main Street for the 2022 Festival. The festival is a non-profit venture, which last year awarded nine village groups a donation of £100 each, from funds raised on the day. The cost of closing Main Street would be in the region of £700.

Referring to the Parish Council September 2021 minutes it was recorded that:

“It was disappointing to note that the Bishopthorpe Festival organisers did not acknowledge that they received support from the Parish Council for their event - the Parish Council funded the closure of Main Street, at a cost of £720. Furthermore, it was reported that the Village Hall electricity supply was used to power electrical equipment, Village Hall tables were used and the toilets were open to the public without the permission from either the Parish Council or the Caretaker. Use of the hall in this way caused a particular problem as there was a prior booking on that day”

Cllr Harrison offered to contact the festival organisers before agreeing to grant funds to the Committee. **Action Cllr Harrison**

6.3.2 *Funding Opportunity, Nimbuscare Grant Fund* – Cllr Green offered to contact the grant provider to request funds towards purchasing a community fridge for use in Vernon House. **Action Cllr Green**

6.3.3 *Defibrillators* – Cllr Harrison reported that there are a number of donors wishing to provide funds to purchase a defibrillator for the village. As a result of villagers’ generosity, together with funds from the Parish Council and Bishopthorpe Club, it will now be possible to install more than one defibrillator in Bishopthorpe.

It was agreed that one unit will be installed at Bishopthorpe Club and a further one on the wall of Vernon House. It may be possible to install a further unit hopefully in the vicinity of Middlethorpe Hall to provide cover for the village of Middlethorpe as the village is within the boundary of the Parish Council. Cllr. Harrison agreed to contact Middlethorpe Hall. **Action Cllr Harrison**

Cllr George offered to investigate unit and installation costs. **Action Cllr George**

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – Cllr Jemison reported that Peter Mandy is now a partner of York Marine Services and no longer the sole owner.

6.4.2 *Sale of car park to York Marine Services* – The sale of the car park has gone through. Clerk to remove item from Agenda. **Action Clerk.**

6.5 Youth Support and Children’s Recreation

6.5.1 *Monthly Park inspection update* – Cllr Green gave the following report:

- The cushion-fall bark has rotted down and is like mud – it cannot be broken up and is particularly compacted under the zipwire.
- The wooden edges are rotting and some have fallen away completely.
- Crombledale Contracting has been asked to make repairs to the wooden boards and Cllr Jemison will chase the company to fix a diary date for repairs. **Action Cllr Jemison**
- Cllr Jemison offered to get a price for the bark – a good quality replacement will be requested.

6.5.2 *Painting floor markings for new games at the end of the park on the tarmac area* – Cllr Harrison suggested that Cllr Nicholls, who has children at the school, should become the contact for the Infants School.

6.6 Allotments

6.6.1 *Monthly report* – Cllr. George reported that one plot has just been re-let at Appleton Road. Eighteen people remain on the waiting list.

6.6.2 *Water usage*- Someone may be abusing the water supply at Appleton Road as the usage is much higher than at Acaster Lane. However, Acaster Lane usage is abnormally low and it was agreed that Cllr George will contact the water company to investigate if there is an issue with the supply. **Action Cllr George**

Cllr George will monitor usage at Appleton Road over the coming year.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Cllr Green reported that the building has attracted a new craft group from March onwards.

The Ti-Chi group has moved to an afternoon meeting from using the building during the evening; this leaves no evening bookings at Vernon House.

6.7.2 *Lottery fund application for a new community fridge* – Cllr Green informed the meeting that the National Lottery has refused to make funding available towards the purchase of a community fridge for Vernon House. A new funding application will be made by Cllr Green to Nimbus Grant Fund.

6.8 Web Site Management

6.8.1 *Monthly update* – Cllr Conley reported that the page is up to date but requested photos for the website from Cllr Hunt and Cllr Thornton. **Action Cllr Thornton and Cllr Hunt.**

6.9 Bishopthorpe Library

6.9.1 *Monthly update* – Cllr Conley reported that the photography quiz, run by Roger Poyser, went very well.

The Lego Club is a big success and places must be pre-booked in the library to join in group activities.

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Cllr. Conley reported the following items:

- **The Woodland Trust** has partnered with the City of York Council to commemorate the Queen's Platinum Jubilee by offering free trees to York residents. When the offer went live all the quota of 500 trees were allocated within less than six hours. The council will organise more tree planting events in the coming year to promote the city-wide tree canopy target and the York Community Woodland.
- **White Rose Forest** has granted City of York Council £25,000 to assess and digitally map new urban tree planting opportunities.
- **Reboot North Yorkshire** provides recycled IT equipment and Internet access to help residents stay connected. The scheme takes laptops; smart phones, tablets and iPads that are no longer needed by their owners and refurbishes them before they're distributed to those in need. Details of more information can be found at <https://www.rebootny.co.uk>

- **St Nick’s / Terracycle News.** Terracycle hasn’t announced any new schemes that St Nick’s can participate in. They are still working with Alligator Wholefoods, Tullivers, The Bishy Weigh, and other drop-off points round the city for those unable to get to St Nick’s. Terracycle/St Nick’s will also be accepting recycling at the Bishopthorpe Grand Recycling Day on the 2nd April 2022.

6.10.2 *Potential purchase of telephone kiosk on main street* – It was agreed that the Parish Council should offer to purchase the telephone kiosk on Main Street if there is a plan to decommission it. Cllr George offered to contact BT to investigate the proposal. **Action Cllr George**

It was suggested that a decommissioned box would be the ideal place to locate a village book-swap.

6.10.3 *York Green Streets* – Noted.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – Cllr Green reported that the trees have recently been pruned ahead of the new growing season.

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Financial Transactions

7.1 Payments to approve

7.1.1 **Cheque / Direct Debit payments**

| | |
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| Monthly direct debit to E-On Sports Pavilion Electricity | 432.00 |
| Monthly direct debit to E-On Village Hall Electricity | 344.00 |
| Monthly direct debit to E-On Village Hall Gas | 301.41 |
| The Renewable Energy Co. Vernon House Electricity | 37.48 |
| PlusNet – Village Hall Wi-Fi connection monthly charge | 26.40 |
| PlusNet – Vernon House Wi-Fi connection, monthly charge | 26.40 |

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| Total Amount paid | £1,167.69 |
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7.1.2 **On-Line Banking payments**

Amounts paid

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| Clerk’s Salary | 700.00 |
| Clerk’s Expenses | 0.00 |
| M Haynes - Village Hall Facilities Manager | 437.50 |
| Village Hall Facilities Manager expenses | 140.97 |
| C Julie Bradley - Vernon House Caretaker | 250.00 |
| C Julie Bradley - Vernon House Caretaker expenses | 9.35 |
| 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 |
| York Wi-Fi Solutions – monthly charge for support and maintenance | 24.00 |
| York Bus Forum – annual subscription | 15.00 |
| Dennis King Electrical Ltd – Investigate problem with toilet light | 118.01 |

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| RVT Landlord Services – Drain and test heating system, Village Hall | 390.00 |
| Bob Mason, Handyman – repairs to curtain track, Village Hall | 35.00 |
| Wirral Discount Supplies Ltd – repairs to fridge door handle Village Hall | 14.75 |
| Business Stream – Sports Pavilion | 106.61 |
| Business Stream – Village Hall | 134.25 |
| Business Stream – Acaster Lane allotments | 5.90 |
| Business Stream – Appleton Road allotments | 41.53 |
| Business Stream – Vernon House | 23.52 |
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| On-line payment total | 2,701.39 |
| Payment Total | £3,869.08 |

7.2 **Income Receipts**

Village Hall rental income:

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| 10/1 Erin Symonds, party 12/2 | 55.00 |
| 12/1 S Allen, Black Cats Pilates | 25.00 |
| 14/1 Sue Coates, Slimming World | 50.00 |
| 17/1 Helen Powel, 20/2 party booking | 55.00 |
| 19/1 S Allen, Black Cats Pilates | 25.00 |
| 19/1 Alice Curling | 55.00 |
| 20/1 K Scott Zumba | 153.00 |
| 20/1 City of York Council, PCC election – use of Village Hall | 175.00 |
| 20/1 Monday night badminton | 143.00 |
| 20/1 Wednesday afternoon badminton | 78.00 |
| 20/1 Pure Stretch yoga / Zumba | 119.00 |
| 21/1 Sue Coates, Slimming World | 50.00 |
| 25/1 Lawton, Tuesday badminton | 155.00 |
| 26/1 S Allen, Black Cats Pilates | 25.00 |
| 26/1 A Jackson, party 26/3 | 120.00 |
| 27/1 Helen Powell, party 29/1 | 68.75 |
| 27/1 W Allison, Wednesday Badminton | 24.00 |
| 28/1 Sue Coates, Slimming World | 50.00 |
| 31/1 S Lyon | 55.00 |
| 2/2 S Allen, Black Cats Pilates | 25.00 |
| 2/2 Nicola MacLeod | 50.00 |
| 4/2 Sue Coates, Slimming World | 50.00 |
| 10/2 S Allen, Black Cats Pilates | 25.00 |
| 11/2 Sue Coates, Slimming World | 50.00 |
| Other Income | |
| 20/1 Vernon House Income, December | 128.50 |
| 31/1 National Westminster interest | 0.68 |
| 9/2 Vernon House Income, January | 192.50 |

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| Income Total | £2,002.43 |
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Approval of financial transactions proposed by Cllr Jemison and seconded by Cllr Thornton. Carried Unanimously.

- 8.1 *Infants School* – A new Executive Headteacher is to be appointed to look after both the Infant and Junior Schools concurrently.
- 8.2 *Junior School* – Cllr Green reported that a group of children from the school will attend the Grand Recycling Day on the 2nd April.
- 22/27 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
9.1 *Committee Report* – Cllr Thornton will start preparations for this year’s award.
- 22/28 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 22/29 11 **Sensory Garden**
11.1 *Committee Report* – One of the benches has been removed and will be repainted bright blue.
11.2 *Mosaic repairs* – Nothing to report.
- 22/30 12 **Police Liaison**
12.1 *North Yorkshire Police Force* – Cllr George reported seven incidents in the village in December 2021 that included two drug offences.
- 22/31 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Cllr Harrison has accepted the role of Chair of the York Branch of Yorkshire Local Councils Association. The Parish Councillors congratulated him on his new role.

There will be a Crime Commissioner meeting on the 26th May at 6.30 pm conducted over zoom.
13.2 *White Rose updates* – Noted
13.3 *The Queen’s Platinum Jubilee, 2022 update* – Thursday 2nd June and an additional Bank Holiday on Friday 3rd June will see a four-day weekend to celebrate The Queen’s Platinum Jubilee. Cllr Thornton confirmed that the Parish Council will light a beacon to coincide with singing from the Community Choir at 9.45pm to celebrate the occasion on Thursday 2nd June. It was suggested that leading up to this event villagers may be invited to bring along a picnic to make an occasion of the day. Following a discussion, it was agreed that the ideal location for this would be on the sports field at Ferry Lane.

Cllr Harrison reported that the Parish Council will organise a beacon trail around the village leading participants to seven locations at which there will be downloadable QR code giving Jubilee information. The seven locations will be Parish Council owned and will provide the dual advantage of informing participants of Parish Council activities in Bishopthorpe.

It was suggested that the mural in the Village Hall should be updated to reflect both the jubilee and changes in the village since it was painted in 2009. Cllr Thornton offered to contact the artist. **Action Cllr Thornton**

On Sunday 5th June – the last day of the weekend – there will be the “Big Lunch”. Cllr Thornton suggested the villagers will be encouraged to organise individual street parties on this day and asked if the Parish Council is willing to provide financial support to pay road-closure fees (to the City Council) for Jubilee related events.

Cllr Harrison reported that for the Golden Jubilee in 2012 that the City Council did not charge for street closures and suggested that the Parish Council wait until the matter has been decided by City of York Council before making a decision.

13.4 *Broadening your Planning Knowledge – Andrew Towleron, Planning Consultant – Thursday, 27 January 2022, 7.00pm to 8.30pm - Noted.*

13.5 *YLCA Training Programmes February - April 2022 and YLCA Branch Meetings.*

22/32 14 **Highway Matters**

14.1 None

22/33 15 **Correspondence**

15.1 City of York not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 None

22/34 16 **Ward Committee**

Ward Committee update report from Ward Councillor Cllr. Galvin: No Ward update report from Ward Councillor Cllr. Galvin has been received February 2022.

22/35 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**

- None

22/36 18 **Date and time of next meeting – Tuesday, 22nd March, 2022 at 7pm at the Village Hall.**

Meeting closed at 8.35 pm