

**Minutes of the Parish Council meeting held at 7pm on Tuesday 24<sup>th</sup> May 2022 at the Village Hall, Main Street, Bishopthorpe.**

The meeting opened at 7.00 pm

PCSO Nicki Holmes attended the meeting to introduce herself to the Councillors. Nicki has recently taken over responsibility for the village and explained that she would like to hear of any village concerns or issues. Cllr. Harrison extended a warm welcome to the Police Officer and stated there are no major concerns at the moment apart from a small amount of vandalism to the cricket scoreboard on Ferry Lane: a watching brief will be maintained in the area around the Sports Pavilion. Any future concerns can be reported to PCSO Nicki Holmes by email on [Nicki.Holmes@northyorkshire.police.uk](mailto:Nicki.Holmes@northyorkshire.police.uk). (Note: As at 27<sup>th</sup> June 2022, PCSO Nicki Holmes informed the Parish Council that she has commenced Police Officer training and is no longer the PCSO for Bishopthorpe)

*PCSO Nicki Holmes left the meeting at 7.05 pm (The Annual Meeting of Bishopthorpe Parish Council immediately followed).*

The Chairman opened the May Parish Council meeting at 7.12 pm.

**Council Members Present:**

Cllr. Harrison (Chairman), Cllr. Jemison, Cllr. Green, Cllr. Conley, Cllr. Thornton, Cllr. Nicholls, Cllr. Gajewicz, Cllr. Astbury and Cllr. Hunt.

22/82      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.*

22/83      2      **Apologies for absence.**

Cllr George

22/84      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 Harrison declared an interest in items 6.1.4, 10.2 and 11.3

22/85      4      **Minutes of Meeting, 26<sup>th</sup> April 2022**

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

- 22/86      5      **Consideration of Planning Matters and recommendations of the Planning Group**
- 5.1      Notice of Applications received
- 5.1.1      **The Crematorium, Bishopthorpe Road.** Erection of single storey building for use as waiting area in association with crematorium. 22/00744/GRG3. **No Objection**
- 5.1.2      **Applegarth, 15 Sim Balk Lane.** Two storey side extension, single storey rear extensions, dormer to rear and detached garage and garden room to the side. 22/00736/FUL. **No Objection**
- 5.1.3      **The Vicarage, 48 Church Lane.** Fell one Thuja and one Cypress tree in a conservation area. 22/00924/Tree Conservation Area. **Objection**
- 5.1.4      **84 Montague Road.** Variations of condition two of permitted application 16/02861/FUL to alter boundary and parking arrangements – retrospective. 22/00906/FUL. **No Objection**
- 5.1.5      **39 Copmanthorpe Lane.** Single storey side / rear extensions and dormer roof extension to rear. 22/00976/FUL. **No Objection**
- 5.1.6      **The Orchard, 21 Main Street.** Heavily reduce one Hawthorn down to eight feet in height – protected by Tree Preservation Order CYC 167. 22/01023/Tree Preservation Order. **No Objection**
- 4.5.2      Notice of decisions given (*Parish Council decisions are highlighted in blue*)
- 5.2.1      **Ousethorpe Cottage, 13 Main Street.** Fell one Ash tree, one Laburnum and a group of three Leyland Cypress; prune one Willow – tree works in a Conservation Area. 22/00608/Tree Conservation Area. **(No Objection)** Approved
- 5.2.2      **47 Maple Avenue.** Single storey side and rear extension after demolition of existing attached brick shed. 22/00092/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 – update - Nothing to report.*
- 5.4.2      *Bishopthorpe Moorings, pending enforcement action – update Cllr. Harrison – Nothing to report – The Parish Council has written to York Marine Services regarding the lease for Field 84 and the attached moorings.*
- 5.4.3      *Planning Application information received May 24<sup>th</sup>: Proposed 5G Telecommunications Installation for H3G UK – from WHP Telecoms Ltd – (The Chairman included this item on the agenda as it was received during the afternoon of May 24<sup>th</sup> and deemed too important to be left until the June meeting)*

An email was received from WHP Telecoms Ltd advising the Parish Council of a pre-planning application to erect a 16m monopole at the junction of Maple Avenue with Beech Avenue (on the grass area in front of housing). The mast will be twice the height of existing houses and in the opinion of the Parish Council, will be very

intrusive to residents. The Parish Council will object to any formal planning application

22/87

**6 Services****6.1 Village Hall Management Committee**

6.1.1 *Management Committee Report* – Cllr Thornton gave the following update:

- A contribution towards the repair of the heating system was received from the group who rented the hall and broke it.
- The wife of the Chairman, Sandra Harrison, has cleared weeds from the trough in front of the Village Hall and replanted it with a selection of summer bedding plants to form the shape of the Union flag for the Queen's Jubilee. Mrs Harrison spent a considerable amount of time and effort to make this display together with one in the Sensory Garden (see item 11.3) for which the Parish Council is very grateful.

6.1.2 *External Repairs* – Nothing to report.

6.1.3 *Risk Assessment Document* – Nothing to report.

**6.2 Sports and Leisure Management Committee**

6.2.1 *Management Committee Report* – Nothing to report

6.2.2 *Internal alterations to the building* – Cllr. Nicholls reported that three quotes have been requested from Keith Rowntree Builders, Tim and Co Plumbing and YPS. Two of these companies provided no quote to the Parish Council.

6.2.3 *Cricket scoreboard rebuild* – Nothing to report

6.2.4 *Queen's Jubilee event to be held on Ferry Lane sports field* – Cllr Thornton reported that the event will take place on Thursday 2<sup>nd</sup> June on the sports field at Ferry Lane. The Parish Council has rented two inflatable castles for children – for the larger castle a £1 charge will be made. An alcohol licence has been purchased from the City Council (paid for equally by the Parish Council and Ebor Players) for a bar in the Sports Pavilion: the profit from this will be shared between the Ebor Players and Bishopthorpe Scouts. The beacon will be lit at 8pm to conclude proceedings.

Cllr. Thornton reported that unfortunately the Ebor Players have cancelled their planned event on Friday 3<sup>rd</sup> June in the Village Hall due to lack of ticket sales.

Cllr. Harrison reported that the Jubilee Trail will go live on Friday 26<sup>th</sup> May and details have been notified to the schools.

6.2.5 *Yvette Shepherd email* – Permission requested for football training on the sports field – Cllr Nicholls to offered to contact Yvette to find out more details.

**6.3 Finance Committee**

6.3.1 *Committee Report* – The Finance Committee and the Clerk met with the Internal Auditor on the 17<sup>th</sup> May to finalise the annual accounts.

- 6.3.2 *Approval of Annual Governance Statement 2021/22.* – The approval of the Approval of Annual Governance Statement 2021/22 was proposed by Cllr Harrison. This was seconded by Cllr Jemison and agreed unanimously.
- 6.3.3 *Approval of the Annual Statement 2021/22 for Bishopthorpe Parish Council* – The Approval of the Annual Statement 2021/22 proposed by Cllr Harrison. This was seconded by Cllr Jemison and agreed unanimously.
- 6.3.4 *Purchase of defibrillators* – The Parish Council has purchased three defibrillators for distribution around Bishopthorpe. Two parishioners have made very generous contributions towards the purchase of two units (in memory of their lost loved ones) and it was agreed that two brass plaques will be purchased by the Parish Council to dedicate these defibrillators. Cllr. Harrison agreed to contact the parishioners to agree the wording.
- 6.4 Field 84, Riverside and Footpaths Working Party
- 6.4.1 *Update* – Nothing to report
- 6.5 Youth Support and Children’s Recreation
- 6.5.1 *Monthly Park inspection update* – Cllr Hunt reported that there was a considerable amount of litter strewn over the park. Around the conical hat the wooden boarding has been kicked out.
- Cllr Gajewicz will take the inspection bag for the month going forward.
- 6.5.2 *Painting floor markings for new games at the end of the park on the tarmac area* – Nothing to report.
- 6.5.3 *Repairs to wooden boards and replacement bark* – Cllr Jemison confirmed that he has been in touch with Mike Dale of Crombledale Contracting and the repairs to the wooden boarding should be completed next week.
- 6.6 Allotments
- 6.6.1 *Monthly report* – In a report received before the meeting Cllr. George confirmed that the waiting list comprises of eighteen people. One plot was recently vacated and immediately relet. Plot 61 at Appleton Road will shortly become vacant; this plot is adjacent to the bridge and has a number of mature trees in its corner. Cllr. George will verify the plot size before reletting it, adjusting the size to account for growth in the trees.
- Water usage:* the meter readings for the last month show Appleton Road using twice the amount of Acaster Lane. Cllr. George reported that there was no visible sign of meter movement whilst checking (although the 1000<sup>th</sup> digit is not easily read). Cllr. George will keep monitoring the situation.
- 6.7 Senior Citizens Support, Vernon House and Accessibility Issues
- 6.7.1 *Monthly Report* – Cllr Green reported no concerns.
- 6.8 Web Site Management
- 6.8.1 *Monthly update* – Cllr Conley reported that the page is up to date.

- 6.9 Bishophthorpe Library
- 6.9.1 *Monthly Report* – Cllr. Conley reported that the recent talk on Holgate Windmill was very interesting and well attended. The windmill worked hard to provide flour during the lockdown of 2020 when it was in very short supply.
- 6.9.2 *Renewal of lease from City Council* – The Clerk confirmed that the City Council has forwarded a new lease, containing the same terms and conditions as the previous lease, for the Sensory Garden. The Clerk will sign this and return it to the City Council. **Action Clerk.**

6.10 Environmental and Sustainability

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

**St Nicks News**

Half term events will commence on Wednesday 1st June with activities based in the woods; building dens, making nature crafts, playing games and building a fire. There is a morning session for the under 10s and afternoon session for 10–14-year-olds. To gain access to information residents are encouraged to follow the link on St Nick’s website or Facebook page to book.

Entertainment for adults is provided in the form of standalone Bushcraft sessions: still to come in June are ‘Essential Water’ on 1<sup>st</sup> June and ‘Trees’ on 8<sup>th</sup> June. To secure a place, enrolment is essential by contacting [ecotherapy@stnicks.org.uk](mailto:ecotherapy@stnicks.org.uk) for more information.

Together with TerraCycle, St Nick’s has been able to recycle over twelve tonnes of plastics. However, recycling uses heat and pressure to reform the polymers and greenhouse gases are emitted. The best policy is to refuse plastic bags where possible – maybe use mesh bags for vegetables – or to find ways to re-use materials.

The famous Jorvik Viking Festival (Europe’s largest Viking Festival) is to be held in the city on from 28<sup>th</sup> May to 1<sup>st</sup> June 2022 this year.

6.11 Community Emergency Planning

- 6.11.1 *Monthly update* – Nothing to report.

6.12 Bishophthorpe Orchard

- 6.12.1 *Committee Update* – Nothing to report.

22/88 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 30/5)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 18/5)	325.35
Monthly direct debit to E-On Village Hall Gas (due 30/5)	344.00
The Renewable Energy Co. Vernon House Electricity (due 18/5)	29.44
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 3/5)	30.77
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 3/5)	30.77

<b>Total Amount paid</b>	<b>£1,192.33</b>
--------------------------	------------------

7.1.2      **On-Line Banking payments**

**Amounts paid**

Clerk's Salary	712.25
Clerk's Expenses-	0.00
One off payment to the Clerk for completing the audit	250.00
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	0.00
C Henk – Sports Pavilion cleaning	120.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	84.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	156.00
Inglebys Inflatables and Party Hire Ltd – Jubilee bouncy castle	250.00
Defib Store – Three defibrillators	4682.40
Ainsty Landscapes – cricket ground grass cuts 8/3 to 5/5 (8 cuts)	680.00
City Council Alcohol licence for Sports Pavilion Queen's Jubilee celebration	21.00
Metroplan – 6 heavy duty display panels for Village Hall group use	382.20
Business Stream water – Vernon House	27.90
Business Stream water – Village Hall	83.71
Business Stream water – Allotments, Appleton Road	50.11
Business Stream water – Allotments, Acaster Lane	6.99
Business Steam water – Sports Pavilion	73.51
Andrew's Garden Services – Play Area cut lawns and strim paths	240.00

On-line payment total

8,531.57

**Payment Total**

**£9,723.90**

7.2

**Income Receipts**

***Village Hall rental income:***

19/4 Sue Coates, Slimming World	50.00
20/4 S Allen, Black Cats Pilates	25.00
20/4 Village Hall Management Committee	275.91
22/4 Sue Coates, Slimming World	50.00
27/4 Lawton, Tuesday badminton	155.00
27/4 Jackson, damage caused to Village Hall heating system	80.00
27/4 Coull party booking	55.00
27/4 S Allen, Black Cats Pilates	25.00
28/4 W Allison, Wednesday Badminton	18.00
28/4 Duffy, party booking	55.00
29/4 Sue Coates, Slimming World	50.00
4/5 S Allen, Black Cats Pilates	25.00
5/5 N Macleod, party booking	100.00
6/5 Sue Coates, Slimming World	50.00
11/5 S Allen, Black Cats Pilates	25.00
13/5 Sue Coates, Slimming World	50.00

***Other Income:***

19/4 Bishopthorpe Cricket Club annual precept (£650 less £400 discount)	250.00
19/4 York Marine Services rents: Slipway £1050, Field 84 £1800	2,850.00
21/4 Allotment new rental AP45a	7.00
25/4 Mr Loftus, Ferry Lane mooring annual payment	1,750.00
28/4 Bishopthorpe Playgroup Q1 rent	1,300.00
4/5 First instalment of precept	17,500.00
13/5 Vernon House Income	291.70

**£25,037.61**

Approval of financial transactions proposed by Cllr Conley and seconded by Cllr Green. Carried Unanimously.

- 22/89      8      **School Governors**
- 8.1      *Infants School* – Cllr Nicholls reported that the Junior and Infant Schools are merging and it is hoped that this may increase numbers. At the onset of the new Autumn Term, Cllr. Nicholls is to become a parent governor.
- 8.2      *Junior School* – Nothing to report.
- 22/90      9      **Young Person of the Year Award and the Gordon Watkins Community Award**
- 9.1      *Committee Report* – Nothing to report.
- 22/91      10      **Pinfold**
- 10.1      *Committee report* – Nothing to report.
- 10.2      *Clear up of site and replanting* – The planting is looking tired around the information board and the contract with Brunswick Organic Nursery to do this will be inspected to see if this can be maintained on a more frequent basis.
- 22/92      11      **Sensory Garden**
- 11.1      *Committee Report* – Nothing to report.
- 11.2      *Mosaic repairs* – The mosaic is now in a poor state of repair and would have to be totally reset to enable it to be put it on the wall. Its fate remains unresolved.
- 11.3      *Clear up of site and replanting* – Cllr. Harrison reported that the Parish Council has a contract with Brunswick Organic Nursery to replant the Sensory Garden each year, however, the plants are very overgrown or missing altogether and generally the garden is looking unkempt. The contract with Brunswick Organic Nursery may have to be reconsidered going forward.
- The Chairman’s wife recently spent many hours tidying the garden and replanting new bedding plants in one of the large planters. Cllr Thornton proposed the purchase of a pair of gardening gloves and a manicure for Sandra Harrison in thanks for the gardening undertaken at the Village Hall and the Sensory Garden. This was seconded by Cllr Green and agreed unanimously.
- 22/93      12      **Police Liaison**
- 12.1      *North Yorkshire Police Force* – Reporting by email before the meeting Cllr. George stated that there were two incidents recorded for March 2022.

- 22/94 13 **Local Council Association**
- 13.1 *Yorkshire Local Councils Association* – No recent meeting
- 13.2 White Rose updates – Noted
- 13.3 *Formal appointment by Bishopthorpe Parish Council for Cllr. Harrison to continue to be a member of the YLCA Joint Executive Board* – Cllr. Harrison was nominated by Cllr Thornton to continue as a member of Yorkshire Local Councils Association Joint Executive Board. This was seconded by Cllr. Gajewicz and agreed unanimously.
- 22/95 14 **Highway Matters**
- 14.1 *First Bus terminus on Acaster Lane* – Cllr. Harrison reported that following no response from First Bus he emailed the CEO of the Company, Jeanette Bell. This approach provoked a response from the CEO with a promise that the Local Managing Director of York First Bus will respond to Cllr. Harrison in timely fashion.
- 22/96 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 None
- 15.2 Others
- 15.2.1 *North Yorkshire Police, Fire and Crime Commissioner meeting- 26th May 6:30pm- 7:45pm* – Noted
- 15.2.2 *Email from York Civic Trust – Transport Strategy for York - Transport Strategy* – The City Council, who are aiming to improve the public transport system around the city has set up an interactive map showing stops and services. Routes, frequency and the provision of a Sunday service will be topics for discussion.
- 22/97 16 **Ward Committee**
- Ward Committee update report from Ward Councillor Cllr. Galvin:*
- No Ward update report from Ward Councillor Cllr. Galvin has been received for May.
- 22/98 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- None
- 22/99 18 **Date and time of next meeting – Tuesday, 28<sup>th</sup> June, 2022 at 7pm at the Village Hall.**

Meeting closed at 8.19 pm