

# BISHOPTHORPE PARISH COUNCIL

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## AGENDA

**NOTICE IS HEREBY GIVEN that an ORDINARY MEETING of Bishopthorpe Parish Council will be held on Tuesday, 17<sup>th</sup> January 2023 commencing at 7.00pm at the Village Hall, Main Street.** Date of posting: Wednesday 11<sup>th</sup> January 2023.

- 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** 22<sup>nd</sup> November 2022.
- 5 Consideration of Planning Matters** and recommendations of the Planning Group.
  - 5.1 Notice of Applications Received**
    - 5.1.1 Middlethorpe Hall, Middlethorpe.** Fell one Ash tree and one sycamore – protected by Tree Preservation Order number four. 22/02397/Tree Preservation Order
    - 5.1.2 Garden Cottage, Middlethorpe.** Crown lift one Ash tree by 4 to 5m; crown reduce by 30% - tree in a Conservation Area. 22/02408/Tree Conservation Area.
    - 5.1.3 Meadow Court, Middlethorpe.** Crown lift one Ash tree by five metres; crown reduce by 30% in a Conservation Area. 22/02407/Tree Conservation Area
    - 5.1.4 30 Copmanthorpe Lane.** Two storey side extension following demolition of existing garage, single storey front and rear extensions, loft conversion with dormer to rear and outbuilding to rear. 22/02425/FUL
    - 5.1.5 23 Maclagan Road.** Two storey side extension, loft conversion with dormer to rear, single storey rear extension and erection of new outbuilding to rear garden. 22/02500/FUL
    - 5.1.6 9 Lamplugh Crescent.** Two storey side and single storey front extensions. 22/02414/FUL
    - 5.1.7 21 Sim Balk Lane.** Single storey rear extension. 22/02587/FUL
    - 5.1.8 Grass Verge Adjacent Cycle Path off Keble Park North.** Installation of bench, information board, two metal sculptures and associated surfacing. 22/02591/FUL
    - 5.1.9 59 Main Street.** Single storey rear extension, dormer to rear, conversion of existing outbuilding to utility room and other elevational alterations. 22/02606/FUL
    - 5.1.10 Bishopthorpe Social Club, The Poplars, 12 Main Street.** Crown reduce one Horse Chestnut tree by 30% and crown lift by five metres. Protected by Tree Preservation Order 2/1971. 23/00045/TPO

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

- 5.2.1 **59 Lamplugh Crescent.** First floor rear extension and single storey side extension. 22/01930/FUL. **(No Objection).** Approved.
- 5.2.2 **38 Church Lane.** Crown lift by four metres and balance one Horse Chestnut tree – tree in Conservation Area. Proposed works are to crown lift T1 by four metres. 22/02265/Tree Conservation Area. **(No Objection)** Approved
- 5.2.3 **Palace Gardens Cottage, Bishopthorpe Road.** Fell one Holly Tree, remove one branch from one Pine Tree. Works in Tree Conservation Area. 22/02309/Tree Conservation Area. **(No Objection)** Approved
- 5.2.4 **Meadow Court, Middlethorpe.** Crown lift one Ash tree by five metres; crown reduce by 30% in a Conservation Area. 22/02407/Tree Conservation Area **(see 5.1.3)** Approved
- 5.2.5 **Garden Cottage, Middlethorpe.** Crown lift one Ash tree by 4 to 5m; crown reduce by 30% - tree in a Conservation Area. 22/02408/Tree Conservation Area **(see 5.1.2)** Approved
- 5.2.6 **9 Newlands Road.** Fell one Ash Tree; crown reduce one Oak to previous cut points, protected by Tree Preservation Order 7/1991. 22/02230/Tree Preservation Order. **(No Objection)** Approved
- 5.2.7 **29 Maple Avenue.** Single storey rear extension and porch to front. 22/02277/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 Cllr. Harrison

## 6 Services

### 6.1 Village Hall Management Committee

- 6.1.1 Management Committee Report – update Cllr Thornton
- 6.1.2 External Repairs – update Cllr. Thornton
- 6.1.3 Village Hall Trustee Dispensation Request – all Councillors to re-sign
- 6.1.4 Report from Advance Fire Inspection – replacement of water fire extinguisher recommended at a cost of £89.95 + Vat
- 6.1.5 Annual Gas Certification due for the building – update Cllr. Thornton
- 6.1.6 PPL PRS The Music Licence Review
- 6.1.7 Electrical Installation Condition Report 2019 – Points raised by Allied Westminster Insurance
- 6.1.8 Amounts paid during **December** :
- PlusNet WiFi monthly charge £28.87
  - York Wi-Fi Solutions support and maintenance package £24.00
  - Caretaker £437.50
  - Advance Fire Inspection £107.70
  - E-On Electricity £282.22
  - Eon Gas £344.00
- 6.1.9 Amounts paid during **January**:
- Dennis King, fitting fluorescent lamps £290.54
  - PlusNet WiFi monthly charge £28.87
  - York Wi-Fi Solutions, support and maintenance package £24.00
  - E-On Electricity £321.03
  - Caretaker £437.50
  - Eon Gas £344.00

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## 6.2 Sports and Leisure Management Report

- 6.2.1 Management Committee Report – update Cllr Nicholls
- 6.2.2 Internal alterations to the building – update Cllr. Nicholls
- 6.2.3 Cricket scoreboard rebuild – update Cllr. Nicholls
- 6.2.4 Renewal of sports field leases; email from Savills 16/12 – update Cllr. Harrison
- 6.2.5 Email from Ainsty Landscapes to confirm total cuts to sports field in 2022 were 28 and that charges will increase from £85 to £90 per cut for 2023
- 6.2.6 Amounts paid in **December** :
  - Cleaner £120.00
  - Dennis King PAT test £156.30
  - Ainsty Landscapes grass cuts £340.00
  - Eon electricity £432.00
- 6.2.7 Amounts paid in **January**:
  - Lockline Locksmiths – repair to fire doors £95.00
  - Cleaner £60.00
  - Eon electricity £432.00

## 6.3 Finance Committee

- 6.3.1 Committee Report – update Cllr. Harrison
- 6.3.2 Double Taxation request from City of York Council – submitted by Clerk December 2022
- 6.3.3 Notification of external auditor appointment for the 2022-23 fiscal year for the 5 year period until 2026-27
- 6.3.4 Agree Precept for 2023/24 (Chairman to sign Precept Notice)

## 6.4 Field 84, Riverside and Footpaths Working Party

- 6.4.1 Update – update Cllr. Jemison

## 6.5 Youth Support and Children's Recreation

- 6.5.1 Monthly Park inspection
- 6.5.2 Amounts paid in **December**:
  - Designs and Lines, painting of games on tarmac £850.80
  - Playdale annual inspection £312.00

## 6.6 Allotments

- 6.6.1 Monthly Report – Cllr. George
- 6.6.2 Amounts paid in **December** :
  - Refund to M Rowley -£31.00
- 6.6.3 Amounts paid in **January** :
  - Savills ransom strip annual payment £1.00

## 6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 Monthly Report – Cllr. Green
- 6.7.2 Report from Advance Fire Services – replacement of three smoke detectors recommended at a cost of £239.25 + Vat. New emergency light recommended.
- 6.7.3 Bishopthorpe Medical Surgery – update Cllr. Harrison
- 6.7.4 Amounts paid in **December** :
  - Business Stream water £28.92
  - PlusNet WiFi monthly charge £28.87
  - Repairs to Vernon House £45.00
  - Purchase of artwork £5.00
  - Electrotest (replace faulty light in hallway) £82.00
  - Caretaker £250.00
  - Ecotricity £31.07
  - Advance Fire Inspection £69.00

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6.7.5	Amounts paid in <b>January</b> :	
	• PlusNet WiFi monthly charge	£28.87
	• Ecotricity	£33.52
	• Caretaker	£250.00

## 6.8 Web Site Management

6.8.1 Monthly Report

## 6.9 Bishopthorpe Library

6.9.1 Monthly Report – update Cllr. Gajewicz

## 6.10 Environmental and Sustainability

6.10.1 Monthly Report

6.10.2 Email: Not-for-Profit Community Garden Trees Scheme, Dunnington GIG

6.10.3 York Flood Alleviation Scheme December 2022 Newsletter

## 6.11 Community Emergency Planning

6.11.1 Committee Report – update Cllr Nicholls

## 6.12 Bishopthorpe Orchard

6.12.1 Update – update Cllr. Green

## 7 Financial Transactions

### 7.1 Payments to Approve

#### 7.1.1 **Cheque / Direct Debit Payments**

##### **Amounts paid – December 2022**

Monthly direct debit to E-On Sports Pavilion Electricity (due 28/12 )	432.00
Monthly direct debit to E-On Village Hall Electricity (due 22/12)	282.22
Monthly direct debit to E-On Village Hall Gas (due 28/12 )	344.00
The Renewable Energy Co. Vernon House Electricity (due 20/12)	31.07
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 1/12)	28.87
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 1/12)	28.87
<b>Total Amount paid – December 2022</b>	<b><u>£1,147.03</u></b>

##### **Amounts paid – January 2023**

Monthly direct debit to E-On Sports Pavilion Electricity (due m/e)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 19/1)	321.03
Monthly direct debit to E-On Village Hall Gas (due m/e)	344.00
The Renewable Energy Co. Vernon House Electricity (due 20/1)	33.52
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 19/1)	28.87
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 19/1)	28.87
Savills – Ransom strip, allotments	1.00
Savills - Glebe Sports Field rent RUR66372	225.00

**Total Amount paid January 2023** **£1,414.29**

**Total Cheque / Direct Debit Payments** **£2,561.32**

# BISHOPTHORPE PARISH COUNCIL

## 7.1.2 On- Line banking payments

### Amounts paid – December 2022

Clerk's Salary	772.00
Clerk's Salary backdated to 1/4/22 (30 x 8 months)	480.00
Clerk's Expenses	0.00
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	0.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	0.00
York Christmas Trees – Sensory Garden tree, delivery charge	24.00
Refund to Cllr. Green for work arranged at Vernon House	45.00
Refund to Cllr. Green for purchase of artwork for Vernon House	5.00
Designs & Lines, Play Area floor markings	850.80
Dennis King PAT testing – Sports Pavilion	156.30
Playdale annual inspection fee	312.00
Refund of allotment rent to M Rowley	31.00
Ainsty Landscapes Cricket ground grass cuts 1/9 to 11/11/22	340.00
Advance Fire Services – annual inspection of Village Hall	107.70
Advance Fire Services – annual inspection of Vernon House	69.00
Electrotest – work at Vernon House	82.00
Business Stream Vernon House 28/11	28.92
York Christmas Trees, Sensory Garden tree 28/11	336.00

### Total Amount Paid – December 2022

**£4,471.22**

### Amounts paid – January 2023

Clerk's Salary	772.00
Clerk's Expenses	0.00
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	60.00
C Henk – Sports Pavilion cleaning expenses	0.00
A Powell – Sensory Garden gate daily opening / locking	0.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	0.00
BT Quarterly charge, Clerk's computer – Oct, Nov and Dec	75.18
Lockline Locksmiths – repairs to Sports Pavilion fire doors	95.00
Dennis King Electrical Ltd – fitting of standard fluorescent lamps	290.54

### Total Amount Paid – December 2022

**£2,004.22**

Payment December Total

**£5,618.25**

Payment January Total

**£3,418.51**

### Total amount paid for December 2022 and January 2023

**£9,036.76**

# BISHOPTHORPE PARISH COUNCIL

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## 7.2 Income Receipts

### ***Village Hall rental income:***

15/11 O Oyebola, Braids by Olivia	40.00
16/11 S Allen, Black Cats Pilates	25.00
17/11 J Acey	15.00
18/11 R Brown	55.00
18/11 Sue Coates, Slimming World	50.00
18/11 Wilberforce Trust	100.00
23/11 S Allen, Black Cats Pilates	25.00
25/11 Sue Coates, Slimming World	50.00
27/11 L Benson, party booking	55.00
29/11 Community First York	15.00
30/11 S Allen, Black Cats Pilates	25.00
30/11 L Gill	55.00
1/12 W Allison, Wednesday Badminton	24.00
1/12 J Acey	15.00
2/12 Sue Coates, Slimming World	50.00
7/12 S Allen, Black Cats Pilates	25.00
9/12 Sue Coates, Slimming World	50.00
14/1 S Allen, Black Cats Pilates	25.00
16/1 Sue Coates, Slimming World	50.00
19/1 Middlethorpe Badminton	131.16
21/12 S Allen, Black Cats Pilates	25.00
23/12 Sue Coates, Slimming World	50.00
30/12 Sue Coates, Slimming World	50.00
4/1 S Allen, Black Cats Pilates	25.00
5/1 J Ogbemudia, hall booking	175.00
6/1 Sue Coates, Slimming World	50.00

### ***Other Income:***

National Westminster monthly interest	52.33
Vernon House Income	395.95

### **Income total for December 2022 and January 2023**

**£1,703.44**

## **8 School Governors**

- 8.1 Infant School – update Cllr Nicholls
- 8.2 Junior School – update Cllr. Green

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

- 9.1 Committee Report – update Cllr Thornton

## **10 Pinfold**

- 10.1 Committee Report

## **11 Sensory Garden**

- 11.1 Committee Report
- 11.2 Mosaic repairs – update Cllr. Thornton
- 11.3 Amounts paid during **December:**
  - York Christmas Trees £336.00
  - Christmas Tree delivery cost £24.00

# **BISHOPTHORPE PARISH COUNCIL**

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## **12 Police Liaison**

- 12.1 Ward Manager's Report – update Cllr. Green / Cllr. George
- 12.2 Email: Tell Commissioner Zoë how much you think should be invested in policing and fire and rescue services in North Yorkshire and York

## **13 Local Council Association**

- 13.1 Yorkshire Local Councils Association – Update Cllr. Harrison
- 13.2 NALC – White Ribbon Day – Cllr. Green
- 13.3 Commissioner Zoë showcases services to support women and girls in North Yorkshire and York
- 13.4 York and North Yorkshire Devolution Deal Consultation
- 13.5 Commissioner Zoë shares progress made to address Violence Against Women and Girls in North Yorkshire and York
- 13.6 Platinum Jubilee Fund
- 13.7 Future of Transport Webinar Session - Wednesday, 11 January

## **14 Highway Matters**

- 14.1 None

## **15 Correspondence**

- 15.1 City of York Council not covered elsewhere
  - 15.1.1 Email from Cllr. Keith Aspden: Devolution Stakeholder Response Deadline Approaching
  - 15.1.2 Number 11 Bus – update Cllr. Harrison
- 15.2 Others
  - 15.2.1 Letter to Sam Smith's Brewery regarding the future of the Ebor Public House

## **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 28<sup>th</sup> February 2023 at the Village Hall, Main Street at 7.00pm.**

# BISHOPTHORPE PARISH COUNCIL

## 19 Payments to Authorise December 2022 and January 2023

### 19.1.1 Cheque / Direct Debit Payments

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Payment December Total £5,618.25

Payment January Total £3,418.51

**Total amount paid for December 2022 and January 2023** **£9,036.76**

**Bank Account checked by**

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