

BISHOPTHORPE PARISH COUNCIL

AGENDA

NOTICE IS HEREBY GIVEN that an ORDINARY MEETING of Bishopthorpe Parish Council will be held on Tuesday, 18th January 2022 commencing at 7.00pm in Vernon House, Vernon Close, Bishopthorpe York YO23 2RH. Date of posting: Wednesday 12th January 2022.

- 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 November 2021.
- 5 **Consideration of Planning Matters** and recommendations of the Planning Group.

5.1 Notice of Applications Received

- 5.1.1 **Field House, Middlethorpe.** First floor side extension. 21/02378/FUL
- 5.1.2 **38 Church Lane.** Two storey front gable extension, two storey front extensions with dormers to first floor, two storey side extension and single storey rear extension, bay window to front, replacement roof and seven rooflights to rear following demolition of conservatory and side projection. 21/01240/FUL
- 5.1.3 **Heimdal, 9 Sim Balk Lane.** Two storey side and rear extension and single storey rear extension. 21/01658/FUL. (No Objection, July 2021); Notice of amendment 23/1//21 – ‘Reduction in the scale of development’
- 5.1.4 **100 Keble Park North.** Single storey front extension and one rooflight to front. 21/02664/FUL
- 5.1.5 **Priory Corner, 83 Main Street.** Erection of two single storey outbuildings. 21/02401/FUL
- 5.1.6 **1 Lang Road.** Reduce group of Holly trees in height by 33% - protected by Tree Preservation Order CYC16. 21/02718/Tree Preservation Order
- 5.1.7 **2 Coggan Way.** Two storey side extension, single storey rear extension, four rooflights to front, one replacement rooflight and one additional rooflight to rear. 21/02533/FUL.

5.2 Notice of Decisions Given (Parish Council decisions are printed in bold, in brackets)

- 5.2.1 **Maynews, 26 Sim Balk Lane.** Fell one Ash tree and one Silver Birch in a conservation area. 21/02333/Tree Conservation Area. **(Objection)** Approved
- 5.2.2 **The Beeches, 40 Church Lane.** Fell one cherry; crown reduce one cherry and one apple, crown lift one ash and one beech – tree works in a Conservation Area. 21/02326/Tree Conservation Area. **(No Objection).** Approved
- 5.2.3 **The White House, Chantry Lane.** Crown thin by 20% and reduce west side of one Sycamore tree by up to three metres – protected by Tree Preservation Order 8/1983. 21/02266/Tree Preservation Order. **(No Objection)** Approved
- 5.2.4 **The Chantry, Chantry Lane.** Erection of single storey rear extension to Magnolia Cottage after demolition of existing rear extension and associated external

BISHOPTHORPE PARISH COUNCIL

landscaping; glazed link between existing office and proposed extension to provide access; and reinstatement of tennis court, including fencing and store. 21/01134/LBC. **(No Objection)** Approved

- 5.2.5 **The Chantry, Chantry Lane.** Internal and external alterations including erection of single storey rear extension to Magnolia Cottage after demolition of existing rear extension and associated external landscaping; glazed link between existing office and proposed extension to provide access; internal works to existing outbuildings; and reinstatement of tennis court, including fencing and store. 21/01135/LBC. **(No Objection)** Approved
- 5.2.6 **18 Beech Avenue.** Two storey side extension, single storey rear extension, porch to front and dormer to rear. 21/02101/FUL. **(No objection.)** Approved
- 5.2.7 **Kinnoull, 7 Myrtle Avenue.** Loft conversion with two dormers and two rooflights to front and one dormer to rear. 21/02290/FUL. **(No Objection)** Approved
- 5.2.8 **Cherry Garth, 50 Main Street.** Conversion of outbuilding to living accommodation, two storey link extension, two storey rear extension, dormers to front and rear and alternations to doors and windows and erection of glass house and loggia. 21/01221/FUL. **(No Objection)** Approved
- 5.2.9 **Hearts and Whatnots, 26 Acaster Lane.** Change of use of retail shop (use class E) to dog grooming parlour. 21/02353/FUL. **(No Objection).** Approved
- 5.2.10 **The Firs, 38 Main Street.** Single storey rear extension. 21/02451/FUL. **(No Objection).** Approved
- 5.2.11 **2 Coggan Way.** Two storey side extension, single storey rear extension, four rooflights to front, one replacement rooflight and one additional rooflight to rear. 21/02533/FUL. **(ref. 5.1.7)** 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*

6 Services

6.1 Village Hall Management Committee

- 6.1.1 Management Committee Report – update Cllr Thornton
- 6.1.2 Heating repairs – update Cllr. Thornton
- 6.1.3 Recommendation from annual gas safety check – ‘Parish Council must fit an audible carbon monoxide alarm to the boiler cupboard’ – update Cllr Thornton

6.2 Sports and Leisure Management Report

- 6.2.1 Management Committee Report – update Cllr Nicholls
- 6.2.2 Moles on playing field – Contract with ‘Hunt, Catch, Kill’ (see 7.1.2)
- 6.2.3 Email from the Chair of Friends of Bishopthorpe Infant School - Use of Ferry Lane playing fields to host a summer fair
- 6.2.4 Proposed internal alterations to the building – update Cllr Nicholls

6.3 Finance Committee

- 6.3.1 Committee Report – update Cllr. Harrison
- 6.3.2 Precept 2022/23

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 – update Cllr Harrison

BISHOPTHORPE PARISH COUNCIL

6.5 Youth Support and Children's Recreation

- 6.5.1 Monthly Park inspection update
- 6.5.2 Painting floor markings for new games at the end of the park on the tarmac area – update

6.6 Allotments

- 6.6.1 Monthly Report – Cllr. George

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

- 6.7.1 Monthly Report – Cllr. Green
- 6.7.2 Lottery Fund Application for a new community fridge – update Cllr Green

6.8 Web Site Management

- 6.8.1 Monthly Report – Cllr. Conley

6.9 Bishopthorpe Library

- 6.9.1 Monthly Report – update Cllr. Conley

6.10 Environmental and Sustainability

- 6.10.1 Monthly Report – Cllr. Conley
- 6.10.2 Environment Agency - Bishopthorpe FAS December 2021 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**

December

Monthly direct debit to E-On Sports Pavilion Electricity (due month end)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 16/12)	332.25
Monthly direct debit to E-On Village Hall Gas (due month end)	344.00
The Renewable Energy Co. Vernon House Electricity (due 20/12)	34.64
PlusNet – Village Hall Wi-Fi connection monthly charge (due 5/12/21)	26.40
PlusNet – Vernon House Wi-Fi connection, monthly charge (due 5/12/21)	26.40
<i>December total</i>	<u>£1,195.69</u>

January

Monthly direct debit to E-On Sports Pavilion Electricity (due month end)	0.00
Monthly direct debit to E-On Village Hall Electricity (due 20/1/22)	258.24
Monthly direct debit to E-On Village Hall Gas (due month end)	0.00
The Renewable Energy Co. Vernon House Electricity (due 18/1/22)	37.41
PlusNet – Village Hall Wi-Fi connection monthly charge (due 5/1/22)	26.40
PlusNet – Vernon House Wi-Fi connection, monthly charge (due 5/1/22)	26.40
<i>January Total</i>	<u>£348.45</u>

Total Direct Debit payments

£1,544.14

BISHOPTHORPE PARISH COUNCIL

7.1.2 On- Line banking payments

Amounts paid

DECEMBER PAYMENTS

Clerk's Salary	700.00
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	66.00
York Christmas Trees – Sensory Garden Christmas Tree	324.00
Business Stream – Allotments, Acaster Lane	8.36
Business Stream – Village Hall	242.11
Business Stream – Sports Pavilion	186.83
RVT Landlord Services – repairs to Village Hall heating system	847.00
Ainsty Landscapes – cricket ground grass cuts 30/9 to 14/10/21	170.00
Aquacert – Legionella testing kit for Sports Pavilion	58.02
Business Stream – Vernon House	35.44
Business Stream – Allotment, Appleton Road	92.87
Electrotest – annual appliance testing Vernon House	152.00
Dennis King Electrical Ltd – heating control panel repair Village Hall	45.00
Dennis King Electrical Ltd – PAT testing Sports Pavilion	204.30
Advance Fire Inspection – Vernon House annual fire inspection	65.40
Advance Fire Inspection – Village Hall annual fire inspection	102.90
Henderson Heating – annual gas safety check Village Hall	80.00

December total

£4,187.73

JANUARY PAYMENTS

Clerk's Salary	700.00
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	105.00
CA Architectural – drawing services for Sports Pavilion alterations	75.00
York Wi-Fi Solutions monthly maintenance plan, January 2022	24.00
York Wi-Fi Solutions monthly maintenance plan, December 2021	24.00
**Hunt Catch Kill – Mole control quarterly contract – No1 Q2, 12/11/21 to 11/02/22	95.00
BT internet connection charge clerk's computer – three months Oct, Nov and Dec	69.98
Commercial waste collection – Sports Pavilion	55.75
Commercial waste collection – Village Hall	60.56
Vernon House – Insurance premium collection, City of York Council	170.19

January Total

£2,186.98

Total On-line payments

£6,374.71

Total Direct Debit payments

£1,544.14

Grand Total of payments for December and January

£7,918.85

**** PAYMENT TO BE CONFIRMED**

BISHOPTHORPE PARISH COUNCIL

7.2 Income Receipts

Village Hall rental income:

23/11 Bini, E&M,	55.00
24/11 S Allen, Black Cats Pilates	25.00
26/11 W Allison, Wednesday Badminton	18.00
1/12 S Allen, Black Cats Pilates	25.00
3/12 Sue Coates, Slimming World	50.00
8/12 S Allen, Black Cats Pilates	25.00
10/12 Sue Coates, Slimming World	50.00
13/12 Aldrig&Preec, 3 rd January party	55.00
16/12 Nichola MacLeod	125.00
16/12 S Allen, Black Cats Pilates	25.00
17/12 Sue Coates, Slimming World	50.00
22/12 S Allen, Black Cats Pilates	25.00
24/12 Sue Coates, Slimming World	50.00
30/12 W Allison, Wednesday Badminton	6.00
31/12 Sue Coates, Slimming World	50.00
5/1 Ellam CL, party in Village Hall 9/1	55.00
7/1 Sue Coates, Slimming World	50.00

Other Income

K Scott, Zumba	153.00
S Mason – allotment rental	6.00
Village Hall Management Committee (no. 79)	25.00
Village Hall Management Committee (no. 80)	262.31
Village Hall Management Committee (no. 81)	700.00
Vernon House rental income, November	360.00
RP Taylor AP67b, allotment rent	6.00
City of York Council, PCC Election – rental of hall space	175.00
S Scott AC16b, allotment rent	11.00

£2,437.31

8 School Governors

- 8.1 Infant School – update Cllr. Grabowski
- 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 – update Cllr. Gajewicz

11 Sensory Garden

- 11.1 Committee Report – update Cllr. Gajewicz
- 11.2 Mosaic repairs – update Cllr. Gajewicz

12 Police Liaison

- 12.1 Ward Manager’s Report

13 Local Council Association

- 13.1 Yorkshire Local Councils Association – Update Cllr. Harrison
- 13.2 White Rose updates
- 13.3 Letter from Bruno Peek LVO OBE OPR, regarding the Queen’s Platinum Jubilee
- 13.4 Yorkshire Local Councils Association Remote Conference 25 March 2022

BISHOPTHORPE PARISH COUNCIL

14 Highway Matters

14.1 None

15 Correspondence

15.1 City of York Council not covered elsewhere

15.1.1 None

15.2 Others

15.2.1 Licensing Act 2003 - Statement of Licensing Policy & Cumulative Impact Assessment (emailed 20/11/21)

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 22nd February 2022 at Vernon House, Vernon Close, Bishopthorpe at 7.00pm.

BISHOPTHORPE PARISH COUNCIL

19 Payments to Authorise January 2022

19.1.1 Cheque / Direct Debit Payments

December

Monthly direct debit to E-On Sports Pavilion Electricity (due month end)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 16/12)	332.25
Monthly direct debit to E-On Village Hall Gas (due month end)	344.00
The Renewable Energy Co. Vernon House Electricity (due 20/12)	34.64
PlusNet – Village Hall Wi-Fi connection monthly charge (due 5/12/21)	26.40
PlusNet – Vernon House Wi-Fi connection, monthly charge (due 5/12/21)	26.40
<i>December total</i>	<u>£1,195.69</u>

January

Monthly direct debit to E-On Sports Pavilion Electricity (due month end)	0.00
Monthly direct debit to E-On Village Hall Electricity (due 20/1/22)	258.24
Monthly direct debit to E-On Village Hall Gas (due month end)	0.00
The Renewable Energy Co. Vernon House Electricity (due 18/1/22)	37.41
PlusNet – Village Hall Wi-Fi connection monthly charge (due 5/1/22)	26.40
PlusNet – Vernon House Wi-Fi connection, monthly charge (due 5/1/22)	26.40
	0.00

January Total £348.45

Total Direct Debit payments £1,544.14

19.1.2 On- Line banking payments

Amounts paid

DECEMBER PAYMENTS

Clerk's Salary	700.00
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	66.00
York Christmas Trees – Sensory Garden Christmas Tree	324.00
Business Stream – Allotments, Acaster Lane	8.36
Business Stream – Village Hall	242.11
Business Stream – Sports Pavilion	186.83
RVT Landlord Services – repairs to Village Hall heating system	847.00
Ainsty Landscapes – cricket ground grass cuts 30/9 to 14/10/21	170.00
Aquacert – Legionella testing kit for Sports Pavilion	58.02
Business Stream – Vernon House	35.44
Business Stream – Allotment, Appleton Road	92.87
Electrotest – annual appliance testing Vernon House	152.00
Dennis King Electrical Ltd – heating control panel repair	45.00
Dennis King Electrical Ltd – PAT testing Sports Pavilion	204.30
Advance Fire Inspection – Vernon House annual fire inspection	65.40
Advance Fire Inspection – Village Hall annual fire inspection	102.90
Henderson Heating – annual gas safety check	80.00

December total £4,187.73

JANUARY PAYMENTS

BISHOPTHORPE PARISH COUNCIL

Clerk's Salary	700.00
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	105.00
CA Architectural - drawing services for Sports Pavilion alterations	75.00
York Wi-Fi Solutions monthly invoice, January 2022	24.00
York Wi-Fi Solutions monthly invoice, December 2021	24.00
**Hunt Catch Kill - Mole control quarterly contract - No1 Q2, 12/11/21 to 11/02/22	95.00
BT internet connection charge clerk's computer - three months Oct, Nov and Dec	69.98
Commercial waste collection - Sports Pavilion	55.75
Commercial waste collection - Village Hall	60.56
Vernon House - Insurance premium collection, City of York Council	170.19
<i>January Total</i>	<u><i>£2,186.98</i></u>
Total On-line payments	<u>£6,374.71</u>
Total Direct Debit payments	<u>£1,544.14</u>
Grand Total of payments for December and January	<u>£7,918.85</u>

Bank Account checked by