

Minutes of the Parish Council meeting on Tuesday 25th April 2023 at the Village Hall, Main Street, Bishopthorpe.

The Chair opened the meeting at 8.15 pm. (The Parish Council meeting followed the Annual Parish Meeting)

Two members of the public attended the meeting : Mr Chris Gammie, from the Liberal Democrat Focus Team for Bishopthorpe and Mrs Kim Stephen, Parish Councillor elect.

Council Members Present:

Cllr. Harrison (Chair), Cllr. Thornton, Cllr. Jemison, Cllr. George, Cllr. Gajewicz, Cllr. Nicholls, Cllr. Astbury, and Cllr. Green.

23/55 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.

23/56 2 **Apologies for absence.**

None

23/57 3 **Declarations of Interest**

At this point Councillors are asked to declare any prejudicial interests they may have in the business on this agenda. *No items were declared.*

23/58 4 **Minutes of Meeting, 28th March 2023**

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

23/59 5 **Consideration of Planning Matters and recommendations of the Planning Group**5.1 Notice of Applications received

5.1.1 **10a Keble Park Crescent.** Single storey rear extension following demolition of garage. 22/002111/FUL. **No Objection**

5.1.2 **Cleveland House, 37 Main Street.** Single storey rear extension following demolition of outbuildings. 23/00602/FUL. **No Objection**

5.1.3 **1 Lang Road.** Fell one conifer tree protected by Tree Preservation Order no CYC16. 23/00676/Tree Preservation Order. **No Objection**

5.1.4 **28 Maple Avenue.** Two storey side extension and single storey front and rear extensions following demolition of existing carport and outbuilding. 23/00649/FUL. **No Objection**

- 5.1.5 **Norwood, 3 Lang Road.** Crown reduce height of a number of Holly trees protected by Tree Preservation Order no. CYC16. 23/00710/Tree Preservation Order. **No Objection**
- 5.2 Notice of decisions given (*Parish Council decisions are highlighted in red*)
- 5.2.1 **York Marine Services, Ferry Lane.** Crown reduce one willow tree by 15% and 10% internal thin of the canopy. Tree works in a Conservation Area. 23/00379/Tree Conservation Area. **No Objection – Decision referred to expert arborists at City Council. Approved**
- 5.2.2 **57 Main Street.** Crown thin by 20% one Norway Maple and crown reduce by 10%- tree works in Conservation Area. 23/00419/Tree Conservation Area. (*Cllr. George reported that not all planning applications are being seen by the Parish Council planning committee. A query has been raised with the Council to highlight this issue*). The Planning Committee was not advised of this application by the City Council so the deadline was missed (but these decisions are normally **referred to the City Council arborists**). **Approved**
- 5.2.3 **Field House, Middlethorpe.** Raise garden level to rear and gabion retaining wall. 21/02787/FUL. **(Objection) Approved**
- 5.2.4 **The Hollies, 29 Myrtle Avenue.** Single storey rear extension, first floor side extension, new slate roof, balcony to rear, new render wall finish to the first-floor masonry walls and existing porch and replacement windows. 22/02013/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 – Nothing to report following the site visit by an Inspector in February.*
- 5.4.2 *32 Beech Avenue – erection of perimeter fencing – No update from the Planning Enforcement Officer has been received during the month.*
- 5.4.3 *Gateway York – proposal to build up to 114 houses on Sim Balk Lane – This item was discussed at length during the Annual Parish Meeting held earlier this evening.*

Under ‘other planning’ Cllr. Harrison brought up the planned changes to the level crossing at Copmanthorpe –

Cllr. Green explained that there are plans by Network Rail to use a section of rail track, near Copmanthorpe, for high speed trains in the future. To facilitate public safety they wish to replace the existing pedestrian crossing with a stepped bridge. However the new bridge would not be disable-friendly and Cllr. Green proposed that the Parish Council should object to Network Rails plans and ask them to replace the proposed stepped bridge with a ramped bridge crossing – which may encourage landowners to improve the path for disabled use.

Cllr. Harrison reported that he had used the footpath over farmers’ fields from Bishopthorpe to Copmanthorpe, over the pedestrian level crossing, for several

years. During this period, due to the uneven path, he had never seen anyone using the path with a wheelchair, pram or pushchair. Cllr. Harrison also stated that it had been recorded that it could cost up to £2.5m to provide a ramped bridge – most of the funding would be public money. Cllr. Harrison suggested that if landowners were going to improve the path for disabled use they would have done so by now.

Following a lengthy debate it was decided that Cllr. Green's proposal should be put to a vote, the results of which were:

6 in agreement

1 opposed

1 abstention.

The Clerk was asked to submit an email in objection of Network Rail's proposal to install a stepped bridge at the Copmanthorpe Junction. **Action Clerk.**

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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 heating in the hall has been turned off for the warmer months in the hope that bills can be reduced. However, April has been colder than expected and some users have already complained.
- The Caretaker is in the process of seeking two further quotations for replacing the out of date hall lighting. Of ten electricians consulted so far only one has been willing to submit a quote.

6.1.2 *External Repairs* – The Caretaker is actively looking for a builder to make repairs to the pointing on the back wall of the Village Hall.

6.1.3 *Risk Assessment* – Item to be carried forward to April.

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr Nicholls gave the following update to the meeting:

- Storage space in the Sports Pavilion is at a premium as some users are taking more than their entitlement. New storage for chairs is being investigated and Cllr. Nicholls will seek quotes for a storage area to be built.
- The Cricket Team roller has broken, which has put the club under financial strain. Their Treasurer asked the Parish Council if their annual precept of £650 could be paid in three instalments. It was agreed that the request will be granted.
- The Football Team has left a pile of rubbish outside the Sports Pavilion which may need a skip.

6.2.2 *Internal alterations to the building* – Cllr. Nicholls reported that the internal alternations are nearing completion.

6.2.3 *Cricket scoreboard rebuild* – Nothing to report

6.2.4 *Moles on playing field* – Cllr. Nicholls reported that Yor-Pest Control were used to remove the moles.

6.3 Finance Committee

6.3.1 *Committee Report* – The annual accounts are currently with the Internal Auditor for inspection.

6.3.2 *Gas, electricity and water costs for all Parish Council owned buildings and sites* – Cllr. George was thanked for doing extensive research into energy costs for Parish Council owned buildings. It was commented that the Village Hall is attracting a night-rate charge and Cllr. George offered to investigate this usage and report back to the May meeting. At that point it will be decided if the Parish Council wish to tie into a fixed contract with Eon to reduce energy costs. **Action Cllr George**

6.4 Field 84, Riverside and Footpaths Working Party

6.4.1 *Update* – It was reported that sewage was seen in a drain that runs across Field 84. Investigating the claim Cllr. Jemison reported that Mr Mandy of York Marine Services has been informed and asked to check the area.

An isolated instance of a camper in Field 84 over the Easter period was reported to the Parish Council. Cllr. Jemison raised the issue with Mr Mandy who confirmed that the person put their tent up in this field by mistake.

6.5 Youth Support and Children's Recreation

6.5.1 *Monthly Park inspection* – Cllr Nicholls had the inspection bag for April and reported that there was no litter at all in the park during the last month but there was a dead pigeon, which was removed. The bag was passed to Cllr George for the upcoming month.

There are issues with a lack of woodchip under the basket swing and the pointed wooden house.

Cllr. Harrison reported that when he recently chaired a meeting at Yorkshire Local Councils Association regarding playground training, '*Seagrave Inspection Services Ltd*' was highly recommended as a provider of independent Annual Inspections. It was agreed that when the next ROSPA inspection of Keble Park Play Area is due, this company will be asked to undertake the inspection instead of Playdale.

Cllr. Astbury reported that Mrs Clark of Keble Park North, has reported that her fence has been vandalised and asked if the Parish Council will fund the repair. The Parish Council will refuse this request on the grounds that this matter has been previously referred to the Parish Council and proven to be a privately owned fence and not the property of the Parish Council.

6.6 Allotments

6.6.1 *Monthly report* – Cllr. George reported the following items:

- One of the standpipes split at the Appleton Road site but has now been repaired.
- There are twenty-three people on the waiting list for an allotment in Bishopthorpe.

6.7 Senior Citizens Support, Vernon House and Accessibility Issues

6.7.1 *Monthly Report* – Cllr. Green reported that a new group has been set up on the

last Friday morning of every month at Vernon House for people who are struggling with IT issues. The meeting is free of charge to residents and tea or coffee will be provided.

6.7.2 *Registration of Vernon House as a Community Asset* – Cllr. Harrison suggested that the Parish Council should consider registering Vernon House as a Community Asset as it would give the Parish Council first right of refusal to purchase the building should it be sold by the City Council.

6.8 Web Site Management

6.8.1 *Monthly update* – The website is up to date.

6.9 Bishopthorpe Library

6.9.1 *Monthly update* –Cllr. Gajewicz reported that the library has the following activities upcoming:

- Photography exhibition by Bishopthorpe Photography club will be held for 2 weeks.
- There will be the normal coffee morning and history talks
- A retro games morning will be held on the 1st July
- Talks are planned for October – details to be released closer to the date.

6.10 Environmental and Sustainability

6.10.1 *Monthly Report* – Cllr Green confirmed that the Parish Council has now joined One Planet York.

A number of trees on Copmanthorpe Lane have been marked with red ink. The Parish Council has no information who has done this or why.

6.11 Community Emergency Planning

6.11.1 *Monthly update* – Nothing to report.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – Nothing to report

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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 28/4)	432.00
Monthly direct debit to E-On Village Hall Electricity (due 18/4)	323.86
Monthly direct debit to E-On Village Hall Gas (due 28/4)	966.63
The Renewable Energy Co. Vernon House Electricity (due 24/4)	31.78

Total Amount paid

£1,754.27

7.1.2 **On-Line Banking payments**

Amounts paid

Clerk’s Salary	772.00
Clerk’s Expenses	0.00
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	23.00
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
Yorkshire Local Councils Association – annual membership	788.00
BHIB – annual Local Councils insurance cover	2744.31
Playdale – repairs following annual inspection	1724.20
BT quarterly connection fee – Clerk’s computer	75.18
Richard Green Gas Services – repairs to Appleton Road allotment tap	75.00
Ainsty Drainage – agricultural drainage rates, annual charge	1.61
City of York Council waste disposal, Village Hall	77.09
City of York Council waste disposal, Sports Pavilion	71.11
HMRC monthly employer’s NIC contribution (Dec 22 to March 23)	5.80
Savills – Allotments rent	72.50
Savills – Cricket field rent	150.00
Rates – Village Hall (paid 1 st April)	145.24
Rates – Sports Pavilion (paid 1 st April)	648.70
Rates – Vernon House (paid 1 st April)	347.12
Campaign to Protect Rural England- Annual Subscription (paid 1 st April)	36.00
Andrews Garden Services – cut lawns Play Area	180.00
HMRC – employers NIC contribution	1.92
One Planet York – annual subscription fee	10.00
On-line payment total	8,780.28
Payment Total	£10,534.55

7.2 **Income Receipts**

Village Hall rental income:

20/3 Middlethorpe Badminton Club	131.16
21/3 O Oyebola	70.00
23/3 S Allen, Black Cats Pilates	25.00
24/3 Sue Coates, Slimming World	50.00
27/3 A Jackson	120.00
29/3 S Allen, Black Cats Pilates	25.00
30/3 W Allison, Wednesday Badminton	30.00
30/3 Gorwood AM	224.00
31/3 Sue Coates, Slimming World	50.00
3 /4 The Cool Notes	15.00
4/4 S Allen, Black Cats Pilates	25.00
11/4 Sue Coates, Slimming World	50.00
13/4 The Cool Notes	15.00
14/4 Sue Coates, Slimming World	50.00
15/4 Amy Swales	55.00

Other Income:

22/3 Vernon House – January and February income	609.50
31/3 Vernon House – March income	443.45
4/4 Playgroup Q1 rent for Sports Pavilion	1300.00
5/4 White Rose Football Club annual precept	340.00

£3,628.11

Approval of financial transactions proposed by Cllr Gajewicz and seconded by Cllr. Thornton.

Carried Unanimously.

- 23/62 8 **School Governors**
8.1 *Infants School* – Nothing to report.
8.2 *Junior School* – Nothing to report
- 23/63 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
9.1 *Committee Report* – Cllr. Thornton reported that she contacted the British Youth Council for guidance on setting up a Youth Council in the village. It was agreed that would be looked at again towards the end of the summer and Cllr. Thornton agreed to come back at that stage with a proposal and costs.
- 23/64 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 23/65 11 **Sensory Garden**
11.1 *Committee Report* – Cllr. Harrison reported that Bishopthorpe History Group has purchased a sound box which they would like to install in the Sensory Garden and have contacted the Parish Council for help to do this. The box is solar powered and will hold a memory stick containing voice recordings from older residents of the village giving information on Bishopthorpe past.
11.2 *Mosaic repairs* – *Nothing to report.*
- 23/66 12 **Police Liaison**
12.1 *Ward Manager's Report* – Cllr. George reported that that there were seven crimes in total – four anti-social behaviour, two violence and one 'other' crime in February.
- 23/67 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Cllr. Harrison confirmed that annual membership fees will rise by 1%.
13.2 *DLUHC Consultation on Infrastructure Levy* – Noted
13.3 *YLCA Training Programme May to June 2023* – Noted
- 23/68 14 **Highway Matters**
14.1 *Bishopthorpe Organic Nursery* – Cllr. Astbury met with the Nursery to discuss replacing the seasonal flower displays in the village.

Cllr. Harrison reported that a number of residents have contacted the Parish Council to express their disagreement with the City Council's proposal to implement a 20mph speed zone in the village. The Parish Council has not been notified of any proposals to date by the City Council. Cllr. Nicholls offered to contact the City Council to ask that the Parish Council are consulted before implementation. **Action Cllr Nicholls**
- 23/69 15 **Correspondence**
15.1 City of York not covered elsewhere
15.1.1 *Email from Sarah Mason* – Ms Mason asked if the Parish Council would be prepared to lead a campaign to raise awareness of wildfires. Cllr. Thornton offered to contact Ms Mason to discuss how this could be progressed. **Action Cllr Thornton.**

15.2 Others

15.2.1 None

- 23/70 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 April.
- 23/71 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr. George reported that he received an email to say that the defibrillator at Vernon House may have been used and was therefore registered on the National System as being ‘not available’ for use. Cllr. George has verified that it is in full working order and has confirmed its availability.
 - Cllr. Green reported that Dr Beech of Bishopthorpe Medical Practice has drafted an article for May Link Magazine.
 - Cllr Nicholls and Cllr Thornton reported that Coronation celebrations will be held on the Sports Pavilion field on Sunday 7th May. Cllr. Harrison stated that the marquee provider, the bouncy castle and Bishopthorpe Scouts must all hold their own insurance for this type of event. Cllr. Nicholls will confirm this and keep their indemnity confirmations with Parish Council records. **Action Cllr Nicholls.** Cllr. Thornton and Cllr. Nicholls were thanked for organising this event.
 - Cllr Nicholls and Cllr Thornton gave their apologies for the May meeting.
- 23/72 18 **Date and time of next meeting – Tuesday, 23rd May 2023 at 7pm at the Village Hall.**

Meeting closed at 9.26pm