

Minutes of the Parish Council meeting held at 7.00 pm on Tuesday 22nd November 2022 at Vernon House, Bishopthorpe.

The Chairman opened the meeting at 7.03 pm.

Council Members Present:

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

22/190 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.

22/191 2 **Apologies for absence.**

Cllr Gajewicz and Cllr. Hunt

In the absence of Cllr. Hunt, Cllr. Harrison announced that he has resigned from the Parish Council for personal reasons and Cllr. Harrison thanked him for his contribution this year.

22/192 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.*

22/193 4 **Minutes of Meeting, 18th October 2022**

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

22/194 5 **Consideration of Planning Matters and recommendations of the Planning Group**

5.1 Notice of Applications received

5.1.1 **The Manor Barn, Middlethorpe.** Single storey side extension following demolition of existing extension and demolition of existing front and rear extensions. 22/02051/FUL. **(No Objection)**

5.1.2 **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)**

5.1.3 **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)**

- 5.1.4 **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)**
- 5.1.5 **29 Maple Avenue.** Single storey rear extension and porch to front. 22/02277/FUL. **(No Objection)**
- 4.5.2 Notice of decisions given (Parish Council decisions are highlighted in blue)
- 5.2.1 **90 Acaster Lane.** Erection of 1.85m high fence to rear. 22/00962/FUL. **(No Objection). Approved**
- 5.2.2 **Cherry Garth, 50 Main Street.** Flat roof extension within existing valley roof. 22/01078/FUL. **(No Objection). Refused**
- 5.2.3 **Brackendale, 17 Sim Balk Lane.** Single storey side and rear extensions with link to garage, conversion of garage to habitable space, loft conversion with dormer to rear, two rooflights to front and one rooflight to side. 22/01894/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 – In order to progress the application, The Planning Inspectorate has set a deadline of 6th December for receipt of supporting case statements from the Parish Council*
- 5.4.1.1 Email from R Varley, City of York Council – Noted.*

Under this heading Cllr. Harrison reported that the proposal to create a new marina at the bottom of Ferry Lane has not moved forward since the scheme was discussed in the September Parish Council meeting. The Bowls Club has been approached by the developers but the Tennis Club has confirmed that they have not been approached by the developers, who claimed at the September meeting that land had been offered to the Clubs to create off-road parking.

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 repaired.
 - The Caretaker has been approached by a musical / jazz group who wish to stage a show in the hall. An offer has been made to the Management Committee that ticket sale proceeds could be split with the Management Committee on a 70/30 basis (the performers taking 70%). Cllr. Thornton raised the question to the meeting of whether the Village Hall should be leased out independently or used by the Management Committee as a fund-raising asset for the Parish Council. Cllr. Harrison replied that the Parish Council has no wish to take control of this type of event but is willing to let the hall to independent groups.

- Cllr. Harrison confirmed that the annual insurance policy has been renewed for the Village Hall. However, this year Allied Westminster queried the name of the policy in relation to the asset that it insures stating that it should be entitled 'St Andrew's Reading Room'. The Parish Council will remain responsible for insuring the hall.
- Cllr. Thornton confirmed that The Ebor Players and Bishopthorpe Camera Club are aware that any items stored under the stage will not be covered by the insurance policy if they are damaged by flood water.

6.1.2 *External Repairs* – Nothing to report

6.2 Sports and Leisure Management Committee

6.2.1 *Management Committee Report* – Cllr Nicholls reported the following items:

- The broken gate post leading into the sports field will be repaired by Mike Dale of Crombledale Contracting.
- A gate on Ferry Lane has been vandalised. Cllr George suggested that it may be worth considering replanting a hedge instead of replacing the gate.

6.2.2 *Internal alterations to the building* – Cllr. Nicholls reported that the plumber is making final alterations inside the building and that the refurbishment is on course to be finished by the end of the year.

6.2.3 *Cricket scorebox rebuild* – Nothing to report

6.2.4 *Renewal of sports field leases* – Cllr. Harrison reported that Smiths Gore are not responding to any approaches by the Parish Council to renew the expired sports field leases. Efforts will continue to contact the agents who act on behalf of the landowner, the Church Commissioners.

6.3 Finance Committee

6.3.1 *Committee Report* – At a meeting held with the Treasurer of Bishopthorpe Pre-School Nursery, it was reported that the group are financially struggling. Efforts have been made to reduce staff costs and to widen their catchment area to increase their intake of children. Grants have also been applied for. Last year the Parish Council waived six months' rent (a total of £2,600) and have been asked to waive the third quarter's rent of £1,300 this year.

Cllr Harrison proposed waiving the third quarter's rent of £1,300. This was seconded by Cllr Green and agreed unanimously.

Cllr Thornton cautioned that should the Parish Council be approached next year for financial assistance it should consider how many of the Playgroup's children are from Bishopthorpe. A policy of supporting only village children should be carefully considered.

- 6.3.2 *2022/23 National Salary Award – Back dated to April 2022.* NALC has proposed a £1 per hour increase in Clerks’ Salaries, back dated to 1/4/22.

Cllr Harrison proposed an increase of £1 an hour giving the Clerk an income of £772 per month; £9,264 per annum in line with NALC proposals. This was seconded by Cllr Jemison and agreed unanimously. The Clerk thanked the Councillors.

- 6.3.3 *Bishopthorpe Festival* – All remaining funds have been distributed by the Parish Council on behalf of the Festival Committee.

6.4 Field 84, Riverside and Footpaths Working Party

- 6.4.1 *Update* – Nothing to report

- 6.4.2 *Email from C Osbourne: Bishopthorpe Moorings* – The City Council has been contacted by a third-party who stated that the Parish Council has been misled with information concerning the clearing of the moorings and that the City Council should issue an apology to the Parish Council.

The moorings do not belong to the Parish Council and matters will be left with the City Council to resolve.

6.5 Youth Support and Children’s Recreation

- 6.5.1 *Monthly Park inspection* – Cllr. Hunt had the inspection bag for November and reported by email before the meeting that there is one sleeper missing at the base of the tube slide. The support has rotted and has been damaged.

The bag was passed to Cllr Nicholls for the upcoming month.

Cllr Nicholls reported that the tarmac area has been marked with a hopscotch and a snakes and ladders game as planned. The tarmac is in good condition and the games should last for up to three years before needing to be repainted.

Cllr Jemison offered to make a spinner for the games. **Action Cllr Jemison**

6.6 Allotments

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

- There are twenty people on the waiting list.
- Mike Dale of Crombledale Contracting has been asked to repair broken posts at the Appleton Road site.
- The water standpipe has snapped and repairs have been requested by Cllr. George.

6.7 Senior Citizens Support, Vernon House, and Accessibility Issues

- 6.7.1 *Monthly Report* –Cllr. Green reported that the new initiative entitled ‘*Warm on Wednesdays*’ will be up and running after Christmas in Vernon House. Villagers who are finding it difficult to heat their homes (due to soaring energy costs) are invited to attend Vernon House on Wednesdays where the building will be heated and tea and coffee will be available. The Parish Council is happy to fund this initiative in support of Bishopthorpe residents.

Catalyst Community Resource Group has approached the Parish Council asking for a donation towards the cost of three speakers, who will give a presentation talk to the group in the New Year. The cost is £30 per speaker.

Cllr. Green proposed that the Parish Council should pay £90 for three speakers for Catalyst Community Resource Group. This was seconded by Cllr. Harrison and agreed unanimously.

Cllr Green reported that the bar from the back of the toilet has been moved to the wall near to the entrance of the disabled toilet where it will assist entry. The strip of wood on the door frame of the launderette, which made turning the key difficult, has also been removed

- 6.7.2 *Extension of lease from City Council for Vernon House* – Cllr Harrison reported that due to the current financial climate, the City Council will undertake a financial review of all their assets in 2023. Vernon House will therefore be subject to this review.

Under these circumstances the City Council are only willing to extend the lease on the building to the Parish Council by one year.

- 6.7.3 *Bishopthorpe Medical Surgery* – Cllr Harrison reported that a planning application has been made by the surgery owner to extend the medical surgery at Copmanthorpe. The Parish Council has been asked to support this application but will not do so as it would undermine the fight by the Parish Council to keep a medical service in Bishopthorpe

6.8 Web Site Management

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

Cllr. Harrison reported that the Parish Council has been approached by ‘Helping Hands’ asking if they could advertise their service on the Parish Council’s website. The company was refused as the Parish Council do not wish to promote any company on their website.

6.9 Bishopthorpe Library

- 6.9.1 *Monthly update* – By email before the meeting Cllr Gajewicz reported the following items:

- The meeting of Friends of Bishopthorpe Library on the 21st November raised no issues.
- Bishopthorpe Community Choir are singing Christmas Carols on the 7th December at 7.30pm. Mulled wine will be available, purchased by donation.

6.10 Environmental and Sustainability

- 6.10.1 *Monthly Report* – Nothing to report

6.11 Community Emergency Planning

- 6.11.1 *Monthly update* – Nothing to report.

6.12 Bishopthorpe Orchard

6.12.1 *Committee Update* – Mrs Christian has reported that several new trees have been purchased and planted to replaced lost ones. The orchard is now dormant until spring.

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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 m/e)	432.00
E-On Village Hall Electricity (due 30/11)	205.23
Monthly direct debit to E-On Village Hall Gas (due m/e)	344.00
The Renewable Energy Co. Vernon House Electricity (due 21/11)	29.53
PlusNet – Village Hall Wi-Fi connection monthly charge (paid 31/10)	28.87
PlusNet – Vernon House Wi-Fi connection, monthly charge (paid 31/10)	28.87

Total Amount paid	£1,068.50
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7.1.2 **On-Line Banking payments**

Amounts paid

Clerk's Salary	712.25
Clerk's Expenses order of a new printer/ scanner/ photocopier	178.98
M Haynes - Village Hall Facilities Manager	437.50
Village Hall Facilities Manager expenses	6.90
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 (June to Nov)	402.00
York Wi-Fi Solutions – monthly charge for support and maintenance	24.00
Sports Turf Services Ltd – Grass cutting sports field, Ferry Lane	0.00
Allied Westminster Insurance – Village Hall annual premium	2,548.16
G2 Integrated Security Solutions – control fault Village Hall door	42.00
Dennis King Electrical Ltd – PAT testing Village Hall	145.34
Andrew's Garden Services – cut lawns and trimmed path in Play Area	240.00
Henderson Heating – Adjustment to heating system programmer Village Hall	70.00
Business Stream – Sports Pavilion	130.37
Business Stream – Allotments, Acaster Lane	7.46
Business Stream – Allotments, Appleton Road	52.69
Business Steam – Village Hall	200.65
Rebecca Clark – Play Area gate July to November	357.00
Distribution of Bishopthorpe Festival Funds:	
The Island N1	100.00
Bereaved Children Support York	100.00
Candlelighters Trust Fund	100.00
St Leonards Hospice	100.00
Archbishop of York's Junior School	100.00
Friends of Bishopthorpe Infants	100.00
Bishopthorpe Playgroup	100.00
1 st Bishopthorpe Rainbows	50.00
2 nd Bishopthorpe Brownies	50.00

<i>Bishopthorpe Scouts</i>	50.00
<i>Bishopthorpe Cubs</i>	50.00
Bishopthorpe Local History Group	50.00
TimCo Plumbing – Sports Pavilion renovation materials	6,500.00
Safety Signs4Less – custom sign for No. 11 bus stop on Acaster Lane	25.51

On-line payment total	13,400.81
Payment Total	£14,469.31

7.2 **Income Receipts**

Village Hall rental income:

11/10 Sorrell, party booking	55.00
14/10 Sue Coates, Slimming World	50.00
19/10 S Allen, Black Cats Pilates	25.00
20/10 J Acey	15.00
21/10 Sue Coates, Slimming World	50.00
26/10 S Allen, Black Cats Pilates	25.00
27/10 W Allison, Wednesday Badminton	24.00
28/10 Sue Coates, Slimming World	50.00
31/10 Dakin party booking	175.00
1/11 Kassia Scott	210.00
1/11 Middlethorpe Badminton group	119.24
2/11 S Allen, Black Cats Pilates	25.00
3/11 J Acey	15.00
4/11 Sue Coates, Slimming World	50.00
8/11 Lawton – Badminton group	155.00
9/11 S Allen, Black Cats Pilates	25.00
11/11 Sue Coates, Slimming World	50.00
13/11 H Powell, party booking	55.00

Other Income:

Acaster Lane annual allotment rents	465.00
Appleton Road annual allotment rents	490.00
Vernon House income, September	263.00
Monthly Interest – National Westminster Bank	31.79
17/10 Cole MK Late allotment payment - AC24A	11.00
Vernon House income, October	327.40

Income Total	£2,761.43
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Approval of financial transactions proposed by Cllr Green and seconded by Cllr Thornton.
Carried Unanimously.

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School Governors

8.1 *Infants School* – Nothing to report

8.2 *Junior School* – Cllr Green reported that the Junior School Christmas Fair will be held on 26th November 2022.

- 22/198 9 **Young Person of the Year Award and the Gordon Watkins Community Award**
9.1 *Committee Report* – Details were circulated to all Councillors before the meeting regarding setting up a Junior Council in Bishopthorpe.
- A meeting has been arranged between Cllr. Thornton and the British Youth Council to discuss how a Youth Council could be set up in Bishopthorpe. An upper age limit will be decided later but a lower age limit was agreed at ten years old. Initial discussions agreed that a budget of £2,000, granted by the Parish Council, will be made available to the Youth Council (or £200 per head if numbers of participants fall below ten).
- Cllr. Thornton agreed to make initial contact with Youth Leaders in the village to promote the idea. It is envisaged that a Youth Council will replace all the Youth ventures previously undertaken by the Parish Council i.e., the Young Person of the Year Award.
- 22/199 10 **Pinfold**
10.1 *Committee Report* – Nothing to report.
- 22/200 11 **Sensory Garden**
11.1 *Committee Report* – Cllr. Harrison reported that the summer bedding plants will be removed and replaced by spring bulbs.
11.2 *Mosaic repairs* – Nothing to report.
- 22/201 12 **Police Liaison**
12.1 *North Yorkshire Police Force* – Cllr Green has not yet been able to contact the taser specialist to invite him to next year’s APM but will keep trying.
- Cllr George reported eight incidents occurring in the village in September including five anti-social behaviour.
- 12.2 *Commissioner Zoe launches Public Trust and Confidence Survey* – Noted
- 22/202 13 **Local Council Association**
13.1 *Yorkshire Local Councils Association* – Cllr Harrison reported that there has been no recent meeting. Yorkshire Local Councils Association has increased their annual fee by 1%; the National Association has increased their fees by 3%.
13.2 *White Rose updates* – Noted
13.3 *Meeting with Zoe Metcalfe and Asst Chief Constable Mike Walker- new date of 29th November* – Noted
13.4 *New Model Councillor* – Officer Protocol – Noted
13.5 *DLUHC Committee funding inquiry* – Noted
13.6 *Appointment of an External Auditor for 2023* – PKF Littlejohn – Noted
13.7 *Civility and Respect - Latest newsletter* – Noted
13.8 *YHCC Climate Action Pledge Press Release* – Noted

- 22/203 14 **Highway Matters**
- 14.1 *Email from E Cashmore: No.11 Buses idling at the Terminus on Acaster Lane in Bishopthorpe* – Cllr Green and Cllr Harrison have arranged a meeting with First Bus on Friday 25th November. The primary aim of the meeting is to establish how secure the number eleven bus is to the village but the issue of idling buses on Acaster Lane and the subsequent noise nuisance caused to residents will be discussed.
- Cllr Nicholls reported that the ‘No Idling’ sign has been re-attached to the lamp post on Acaster Lane.
- 14.2 *Brass Monkeys Half Marathon: email from R Yeomans* – The race will take place on the 15th January 2023 and Main Street will be partially closed for several hours.
- 22/204 15 **Correspondence**
- 15.1 City of York not covered elsewhere
- 15.1.1 *York and North Yorkshire Devolution Deal Consultation* – Noted
- 15.2 Others
- 15.2.1 *Email from Yorkshire Bid and Bloom* – Cllr. Harrison commented that the same service could be provided to Bishopthorpe by Bishopthorpe Organic Nursery.
- 22/205 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 November.
- 22/206 17 **Any other business, which the Chairman considers urgent under the Local Government Act 1972**
- Cllr Green reminded Councillors that the Grand Recycling Day will take on Saturday 14th January 10-2pm. Help is needed with setting up / taking down.
 - Cllr Jemison suggested that The Parish Council should write to Humphrey Smith of Smiths Brewery to ask what is going to happen to The Ebor Public House. It is the third Christmas in succession that the pub has been closed and the site is now derelict. **Action Clerk.**
 - Cllr George reported that there are proposals to increase local train speeds to 125 mph which will have an impact on crossings near Copmanthorpe. All local crossings must either be closed or a bridge built over them.
- 22/207 18 **Date and time of next meeting – Tuesday, 17th January 2023 at 7pm at the Village Hall.**

Meeting closed at 9.03 pm