

UPPER POPPLETON PARISH COUNCIL

JAMES MACKMAN
(Clerk)
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Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 8 April 2002 at 7.30pm in the Methodist Church Hall, Upper Poppleton, York.

PRESENT

Councillor Mrs R Watters Vice-Chairman,
Councillor J P Pannell
Councillor A J Peck

Councillor C W Swann
Councillor J D G Thompson

Mr B J W Mackman (Clerk).

Four members of the public

02.058 - APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J A Hook, Mrs K M Richardson, P Tomlinson, R Walker and Councillor Mrs J S Hopton (City of York Council).

02.059 - MINUTES OF THE PREVIOUS MEETING

Having been circulated and read the minutes were accepted and signed as a true record.

02.060 - MATTERS ARISING

(a) Blairgowrie verge (Min. 01.104)

The Clerk reported that Four Seasons had cleared the overhanging branches and undergrowth in front of Blairgowrie. When the branches had been cut back it was apparent that most had been growing from trees on Parish Council land. It was agreed that the invoice of £193.19 from Four Seasons should be paid immediately.

It was agreed that the Clerk should write to Lister Croft to let them know that no recharge of the cost of the work would be levied on their clients.

(b) Village signs (Min. 01.161b)

The Clerk reported that the carved inserts were ready and that the signs should be built within the next two weeks.

(c) Geoff Walker Memorial Seat (Min. 02.017)

The Clerk reported that Mrs Adams had informed him that the Memorial seat to her father had been installed on the 'York' platform at Poppleton Station.

(d) Change of Bus Route (Min. 02.028j)

It was reported that, at the City Council's Planning and Transport (North-West Area) Sub-Committee meeting held at the Community Centre on 12 March 2002, the Councillors had rejected a scheme to enable controlled bus access, by means of a rising bollard, through the junction of Low Poppleton Lane and Millfield Lane.

(e) Stolen Turn Engines Off Signs (Min. 02.048ai)

The Clerk reported that the missing signs had been removed by the City Council and were now back in his possession. The City Council had advised the Parish Council that such 'signs' were not lawful. The Councillors were informed that Councillor Macdonald was actively pursuing the matter and the subject was not yet finished.

(f) Missing School Court Signs (Min. 02.048aii)

The Clerk reported that Alistair Briggs, a Traffic Engineer in the City Council's Highway Regulation Department, was endeavouring to find out if the signs were private or highway signs.

Councillor Swann arrived at this point in the meeting.

02.061 - FINANCE

(a) Financial Report

The Clerk presented the Councillors with a detailed report showing the actual income and expenditure for the year for the period to 8 April 2002. The report showed that, after adjusting for the items of expenditure listed below, the bank balances at 8 April were:

Current Account	£100.83
High Interest Account	£8,787.26

(b) Accounts to pay (net of VAT);

Mayfair Guarding Group Response	Community policing - April 2002	£485.33
Four Seasons	Trimming Blairgowrie verge	£193.19
YLCA	Subscription 2002-03	£328.00
YLCA	Practitioner's Guide	£9.95
Parish Clerk	Honorarium, January-March	£638.51
Parish Clerk	Stationery/postage/telephone	£40.15

(c) Accounts paid (net of VAT)

CPRE	Subscription	£25.00
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(d) Income Received

HSBC	Bank
Interest	£5.18

(e) Telephone Banking Mandate

The Clerk reported that a change in the HSBC bank rules meant that he could no longer conduct telephone banking unless a mandate was signed for the purpose. The Councillors agreed that the Clerk continue to be allowed to transfer money between the two Parish Council bank accounts and be able to obtain the bank balances by telephone. To enable the Clerk to use the telephone banking facility the Chairman signed the appropriate bank form.

(f) YRCC membership renewal

The Councillors agreed to renew the Parish Council's membership of the Yorkshire Rural Community Council.

(g) New audit regime

The Clerk outlined the new external audit arrangements that will come into force from April 2002. These are being introduced by the Audit Commission with the aim of replacing the existing local council audit regime with one that is proportionate, affordable and sustainable. The new system will do away with the need to send the books away for the annual audit. Instead, an Annual Return comprising four sections will need to be completed. Both Section 1 - Statement of Accounts and Section 2 - Statement of Assurance will be signed by the Chairman and the Clerk. Section 3 - External Auditors Opinion will be signed by the External Auditor and Section 4 - Annual Report will be signed by the Internal Auditor.

(h) Internal auditor

The new audit regime requires the use of an internal auditor. It is not immediately apparent who should be an internal auditor. The Clerk reported that he had made enquiries of the YLCA and was waiting for their reply. It could be that an answer could be found in the 'Practitioners Guide'. It was suggested that the Clerk should contact Ron Hansell the Clerk of Nether Poppleton Parish Council to ask what arrangements they were making.

At this point the meeting was suspended by the chairman who then conducted the Annual Meeting, minutes of which are filed separately.

02.062 - PLANNING COMMITTEE REPORT

02.062.1 - Plans pending and Planning Committee Comments

The Clerk presented the list of plans and comments made by the members of the Planning Committee on each planning application received. The list is attached as Appendix 1 at the end of these minutes.

02.062.2 - Councillors' comments

- (i) Councillor Thompson gave details of the proposed development in Cat Lane. He was given the authority to speak for three minutes on the subject at the North West Area Planning Sub-Committee meeting to be held on 9 April at the Poppleton Community Centre. The Councillors were not in favour of the development, as it would have an adverse effect on the local Green Belt.
- (ii) Councillor Thompson asked if there had been any progress on planning application 00/02007/FUL regarding the erection of a detached pitched roof garage with first floor storage at York House. The Clerk was deputed to ask Councillor Hopton if she could use her influence with the City of York Council to resolve the matter.
- (iii) Councillor Watters had been asked if there had been any decision on the new fencing at *The Villa*. The Clerk said he was still waiting for a reply from the City of York Council.

02.062.3 - Parish Plan (Village Design Statement)

No report.

02.063 - HIGHWAYS FOOTPATHS & LAMPPOSTS

(a) Vandalism

It was reported that someone had flung black paint in an arc over the inside back wall of the bus shelter. Councillor Pannell volunteered to help the Clerk remove the paint.

(b) Community Centre verge.

It was reported that the verge round the Community Centre had been cleared of rubbish and that the ditches had been cleaned.

(c) Other reports

No report.

02.064 - VILLAGE GREENS

(a) Trees

The Clerk reported having received no word about the lime tree on the Green from Miriam Addy of the City of York Council and was asked to pursue the matter. Councillor Watters suggested that if the lime tree had to be felled the trunk could be used to make a wooden train similar to that which has been constructed in the children's play area at Beningborough Hall. The Clerk was asked to obtain details from Beningborough Hall so that the Councillors could make a decision at a later date.

(b) Events

- (i) Permission was given for Poppleton Garden Guild to put stalls on the Green on 24 August.
- (ii) Confirmation had been received that the Poppleton Children's Sports Day Committee was planning to hold this year's event on 3 June.

(c) Maintenance

No report.

(d) Car Parking

It was reported that Mrs Chisholm was parking her car in the driveway of her house on the Green. The Parish Council has not given Mrs Chisholm any right of access over the Green and the Clerk was deputed to write to Mrs Chisholm to ask her not to drive her car on the Green.

(e) Manse Land

When the Green was registered by the Parish Council the parcel of land between the footpath and the field gate and between the doctors' surgery and Dene Holm was not shown on the final document. The Parish Councillors agreed that the Clerk should write to the Land Registry to find out if the ownership of the land had been registered. It was agreed that the enquiry fee of £4.00 should be paid.

02.065 - CORRESPONDENCE

02.065.1 The Clerk either read or referred to the following correspondence

- (a) A letter David Buist commenting on the Parish Council's decision to ask for the bus terminus to be moved from the Green back to Nether Poppleton.
- (b) A letter from the Post Office to say that they had decided not to proceed with the reopening of Nether Poppleton branch at the Spar Stores in Allerton Drive as it could impact adversely on the viability and sustainability of the post office branch at Upper

Poppleton. They are continuing to advertise for a candidate with a suitable premises to reopen and operate a Post Office branch in Nether Poppleton in the vicinity of the original Post Office. In the meantime they are looking to improve the existing service on offer at the Upper Poppleton Post Office branch to ensure that residents in Nether Poppleton continue to be satisfactorily catered for in terms of post office services.

- (c) A letter of from Allan Farnsworth of the Upper Poppleton Post Office informing the Parish Council that he is applying for a Community Services Grant from the Countryside Agency for the purpose of refurbishing Upper Poppleton Post Office. He was asking the Parish Council for its support and to ask for ideas on any additional facilities or services that could be provided. The Parish Councillors discussed the content of the letter and suggested that a cash point would be a good idea. The Clerk was directed to write to Mr Farnsworth and convey the Parish Council's support for his grant application.
- (d) A letter from the City of York Council advising that they are preparing the introduction of fortnightly kerbside recycling collections to approximately 20,000 households in York including some in Upper Poppleton Parish. Exact locations are to be confirmed.
- (e) A letter from Yorkshire Electricity regarding the unmetered electricity supply in the bus shelter.
- (f) A letter from the Ainsty Group of Parishes notifying a meeting on 16 April. No Councillor could attend this meeting.
- (g) A letter from the City of York Council Regulation Unit Manager advising the Parish Council that the Poppleton Community Trust had made representations to the City Council to designate the land surrounding the Community Centre as an area where anti-social drinking is to be restricted. This will provide the police with powers to enforce the restriction. The Councillors agreed to continue their support for the proposal.

02.065.2 The remaining correspondence received since the March meeting, as listed below, was put into an envelope to be circulated to the Councillors

- (a) A Jubilee pack of country walks produced by Copmanthorpe Parish Council and the City Council's Public Rights of Way Office.
- (b) White Rose update from the YLCA.
- (c) Parish Council news from DEFRA
- (d) Minutes of the Poppleton Ward Residents' Association meeting and AGM held on 27 February 2002.
- (e) Newsletter No. 37, Spring 2002, from Martin House.
- (f) Information received from the CPRE now that the Parish Council has become a member.
- (g) Minutes of the CaP meeting held on 16 January 2002.

02.066 - WARD COMMITTEE

The next Ward Committee meeting will be held on 23 April at the Community Centre in Main Street, Upper Poppleton.

The Clerk pointed out that there was sufficient cash left in the funds to pay for the Community patrols until the third week in August. Unless more funds were forthcoming from the Ward Committee the service would have to stop.

02.067 - YORK GREEN BELT REVIEW CONSULTATION

The Clerk read a letter from the City of York Council saying that 'Although the City has had a draft Green Belt for about 40 years, its exact boundaries have never been formally agreed. A review of the Green Belt began last year with the aim of setting boundaries for at least the next 20 years as part of wider work to map out the future land-use in the City. The changes proposed to York's Green Belt are now open for public consultation'. The City Council is undertaking a series of consultation exercises to obtain as many views as possible. The Parish Councillors were given the choice of either attending a seminar in May or of inviting Council Officers to attend a Parish Council meeting to give a short presentation. The Councillors agreed that the Clerk should invite Officers to attend either the May or June Parish Council meetings.

02.068 - CODE OF CONDUCT AND REGISTER OF MEMBERS' INTEREST

The Clerk pointed out that a decision had to be made regarding the adoption of the Code of Conduct for Parish Councillors. If the Councillors failed to agree the Code would automatically apply from 5 May 2002 and the Parish Council would still be under an obligation to adopt the Code. Any Parish councillor who failed to sign up to the Code within two months adoption by the Council would cease to be a member of the Council. A casual vacancy would then arise which must be filled by election or co-option in the usual way. After discussion it was agreed that the Code would be adopted with effect from 1 May 2002.

02.069 - QUALITY PARISH COUNCILS

Discussion on this subject was deferred until another meeting.

02.070 - QUEEN'S GOLDEN JUBILEE CELEBRATIONS

Leaflets advertising the events arranged for the Poppleton Jubilee Weekend Celebrations were given to the Parish Councillors. The Councillors agreed to distribute the leaflets to all households in the village using the format for the distribution of the Parish Council's Annual Newsletter.

At this point in the meeting the Clerk gave his apologies and left, as he had to drive to Manchester Airport to catch an aeroplane to Cyprus early in the morning.

Councillor Hopton had asked in a letter if any Parish Councillor would be able to attend a meeting on 10 April to discuss the outcome of various enquiries several people were making for the Saturday 1st June events. Whilst no Councillor could attend the meeting Councillor Watters agreed to be the Parish Council co-ordinator with the group.

02.071 - COUNCILLORS' COMMENTS

Councillor Thompson said that Sergeant Armstrong had agreed to send a monthly police report on crime in Upper Poppleton. As yet there had been no report submitted.

02.072 - DATE OF NEXT MEETING

Monday 13 May 2002 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.10pm.

.....CHAIRMAN

.....DATE

uppc mins 04/02