

UPPER POPPLETON PARISH COUNCIL

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Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 13 January 2003 at 7.30pm in All Saints Church Hall, Upper Poppleton, York.

PRESENT

Chairman, J D G Thompson

Councillor P D Tomlinson

Councillor Mrs P R Gillies

Councillor R Walker

Councillor J P Pannell

Councillor Mrs R Watters

Councillor Mrs K M Richardson

Councillor Mrs J S Hopton (City of York Council).

Mr B J W Mackman (Clerk).

03.001 - APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C W Swann.

03.002 - MINUTES OF THE PREVIOUS MEETING

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

03.003 - MATTERS ARISING

(a) Turn Engines Off Signs (Min. 02.048ai)

The chairman reported no progress had been made on this subject since the November meeting.

(b) Manse Land (Min. 02.064e)

The Clerk reported that he had written to Dr Jackson to ask if he had any information regarding the piece of land.

(c) Parish Councillor vacancy (Min. 02.137)

No names were put forward as possible co-optees. As it is now less than six months until the Parish Council elections in May 2003 it was agreed that there is no need to fill the vacancy.

(d) Freedom of Information Act (Min. 02.144.1c)

The Clerk had circulated information prior to the meeting. After discussion it was agreed that the Parish Council should sign the declaration for the basic six core classes as described in the Act. The Chairman will sign the declaration. It was agreed that a notice should be displayed in the Library, on the Parish Council's website and on the notice board at All Saints Church Hall advising residents where they can find out what information is being held and where it is located.

(e) CPRE presentation at a public meeting (Min. 02.148)

It was agreed that the presentation should be done under the auspices of the Ward Committee so that the residents of all the parishes in the ward could attend. The subject is to be raised at the Ward Committee meeting on 23 January.

(f) Footpath surfaces (Min. 02.162b)

The Clerk had circulated a letter received from the City Council in which the rules that govern the attention given to the surfaces of footpaths were clearly stated.

(g) "No Parking" signs replacements (Min. 02.163a di).

The Councillors looked at the sign written by Mr Lunan. They agreed that the colour of gold on a green background was acceptable. The wording should be exactly the same as on the notice that had fallen down.

(h) Greenthwaites fence report (Min. 02.163a dii)

The Clerk reported that Mr Britton had told him the fence would be reinstated within the next few weeks.

(i) Repairs to the pump at the junction of Main Street with Limegarth (Min. 02.163a diii).

The Clerk reported that Ken Falkingham had quoted a sum of £25 for mending the pump and the Councillors agreed to accept this figure.

(j) Quality Parish Councils - training event at Bramhope on 23 November (Min. 02.170)

The Clerk gave a resume of the work at the training Day. To be accepted as a "competent clerk" as required for a council seeking Quality Parish Council status it will be necessary for a clerk to produce a portfolio. This consists of 25 modules covering such aspects of Parish Council work as law, procedures, finance and planning. The initial cost of registration will be £55 followed by a further cost of £130 when the portfolio is submitted. No decision will be made on this subject until the spring. The Councillors thanked the Clerk for his report.

03.004 - FINANCE

(a) Financial Report

Prior to the meeting the Clerk had circulated a detailed report showing the actual income and expenditure for the year for the period to 8 January 2003. The report reflected the receipts and payments below. The bank balances at 13 January were:

| | |
|--------------------------------|------------|
| Current Account | £99.21 |
| Business Money Manager Account | £10,397.70 |

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

| | | |
|---------------------------------|--|---------|
| James Mackman | Clerk's salary - October to December | £702.51 |
| James Mackman | Stationery, postage, telephone and travelling expenses | £53.30 |
| Society of Local Council Clerks | Subscription 2003 | £48.00 |

(c) Accounts paid (net of VAT)

| | | |
|-------------------------------|-------------------------|---------|
| Baron (Landscape Contractors) | Grass cutting - October | £125.00 |
|-------------------------------|-------------------------|---------|

| | | | | | | |
|-----------|----|--------|---------|--------|----------|-----------|
| Yorkshire | | | | Water | | Allotment |
| Water | | | £4.75 | | | |
| Society | of | Local | Council | Clerks | Bramhope | Training |
| Day | | £15.00 | | | | |

(d) Income Received

| | | |
|----------|--------|------|
| HSBC | | Bank |
| Interest | £11.99 | |

(e) SLCC subscription for 2003 = £48

It was agreed that this subscription should be paid.

(f) Bank account name change

The HSBC had written to advise the Parish Council that they had changed the Business No Notice Account to a Business Money Manager Account. The only difference between the two accounts being that funds untouched for more than 30 days would attract a higher rate of interest in the BMMA. As this state of affairs never happens with the Parish Council's finances the change of name is of academic interest only.

(g) Budget for 2003-04

The Councillors discussed the suggested budget for 2003-04 which had been distributed prior to the meeting. It was agreed that the budget be accepted and that the precept again be £11,000.

(h) Allotment rent review

After discussion it was agreed that the level of allotment rents be kept the same as last year.

03.005 - PLANNING COMMITTEE REPORT

03.005.1 - Plans pending and Planning Committee Comments

Prior to the meeting the Clerk had circulated 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.

03.005.2 - Councillors' comments

The Chairman and Clerk reported ongoing correspondence with the applicant regarding his planning application for 44 Long Ridge Lane. The correspondence had previously been shown to members of the Planning Committee. It was now passed round all the Councillors. The Clerk reported that he had written to the applicant to say that, as the matter was now subject to a decision by the Planning Inspector, the Parish Council had fulfilled its duty and further correspondence was not relevant. The Councillors agreed that the applicant should be told that the subject was closed and that correspondence on the subject is to be stopped.

03.005.3 - Parish Plan (Village Design Statement)

It was reported that all the Councillors had been given a copy of the draft Village Design statement and that comments made had been forwarded to the Village Design Statement Committee.

03.006 - HIGHWAYS FOOTPATHS & LAMPPOSTS

(a) Vandalism

The Station Road sign by the A59 had been broken. The Clerk reported that he had already notified the City Council.

(b) Other reports

- (i) It was agreed that the No Parking sign in Chantry Green should be replaced at the height it used to be and not on the post that had been driven into the ground.
- (ii) The sign at the junction of Burlands Lane and the A59 has disappeared. The Clerk was asked to arrange for a replacement.
- (iii) Rubbish has been dumped on the verge in Burlands Lane. The Clerk is to arrange for its removal.
- (iv) It was noted that there had been some serious accidents on the A59 in the recent icy weather when it appeared that the road had not been gritted. It was mentioned that Hodgson Lane is still not on the list of roads to be gritted in the village. It was reported that there was at least one accident on Hodgson Lane when one car was badly damaged when another car slid into it. As Hodgson Lane is on a bus route, is used as a rat run, is unlit and has no footpath the Clerk was asked to write again to the City Council and ask for it to be included in the road gritting schedule.

03.007 - VILLAGE GREENS

(a) Trees -

(i) Replacement of the lime tree on the Green

Councillor Watters will be talking to Mr Gregory in the near future.

(ii) Replacement of ash tree

The Clerk was deputed to write to Mr Crabbe to advise him to go ahead with replacing the tree.

(b) Events

No report.

(c) Car parking

- (i) It was reported that car parking on the Green is causing a problem, especially when they block the entrance to Model Farm. The Councillors were advised that people booking the Methodist Hall in future would be told of the parking restrictions on the Green. The Clerk was deputed to write to Mr Johnson at Model Farm to ask him to make a note of the details of offending vehicles so that the Parish Council could take appropriate action in the future.

- (ii) It was reported that several cars have been vandalised whilst parked in the car park adjacent to the Lord Collingwood. After discussion it was agreed that the Clerk should advise Mayfair Security of the problem.

(d) Maintenance

It was noted that workmen had just dug a hole in the Green immediately opposite the Church Hall. It was agreed that the Clerk should find out what was going on and why the Parish Council hadn't been notified that work on the Green was to take place.

03.008 - CORRESPONDENCE

03.008.1 The Clerk either read or referred to the following correspondence

- (a) A letter from the City Council inviting Councillors to a seminar at the Guildhall on issues relating to flooding. Councillors would be able to observe Members but not take part in the discussion.
- (b) Notice of the next YNET meeting to be held on 28 January.
- (c) A letter from the City Council reporting on the success of the introduction of kerbside recycling. The Councillors wished to know when the whole of the village would be included in the scheme.
- (d) Notice of the City Council's Local Plan: 3rd Set of Changes seminars and exhibitions to be held between 22 January and 20 February. It was noted that there would be an exhibition at Poppleton Community Centre on 5 February from 6.30pm to 8.30pm. Councillor Thompson agreed to attend the seminar to be held the Orchard Park Community Centre, Huntington on 4 February.

03.008.2 The Clerk reported that he had already circulated the following items of correspondence

- (a) Minutes of the Poppleton Ward Residents Association meeting held on 30 October 2002
- (b) Mayfair Security reports for November 2002
- (c) YNET minutes of the AGM on 26 November 2002
- (d) York Open Planning Forum Newsletter No. 1
- (e) CPRE Planning Update - Issue 4/02
- (f) Issue 25 of Rural Matters from the CPRE
- (g) CPRE TCG Newsletter Issue 24
- (h) Voluntary Voice - November 2002
- (i) Details of the proposed cycle lanes in Millfield Lane for your information
- (j) YLCA White Rose Update - December 2002
- (k) Yorkshire and Humber Assembly - Briefing from the Regional Planning & Transport Team, Issue 2
- (l) Yorkshire and Humber Regional Planning Guidance - Annual Monitoring Report 2002, Executive Summary
- (m) Leaflets advertising this year's "Babbies in the Wood" pantomime at the Theatre Royal. Please keep one or two and pass the others on.

03.008.3 It was agreed that the remaining correspondence received since the distribution in December, as listed below, be circulated to the Councillors

- (a) Minutes of Nether Poppleton Parish Council held on 18 November 2002
- (b) Mayfair Security reports for December 2002

- (c) City of York Council's Economic Bulletin - Edition 28, December 2002
- (d) Voluntary Voice - December 2002 - January 2003
- (e) CPRE TCG Newsletter Issue 25
- (f) A letter from Dr Mark Roman with observations and suggestions about the proposed A569 Park & Ride scheme and traffic in Poppleton.
- (g) An A3 poster from the City Council on reducing, reusing and recycling rubbish. The poster is too large for the Parish Council's notice boards and the Clerk has advised the City Council accordingly. The City Council replied to say that many Parish Councils had reported this and future posters would be printed on A4 paper.
- (h) A letter and questions from the City Council about improving the use of York's rivers and river banks.
- (i) A letter from the City Council's Contaminated Land Officer who is undertaking a survey of the York area to identify historic land uses which may give rise to soil contamination.

03.009 - COMMITTEES' REPRESENTATIVES REPORTS

Councillor Thompson reported having been to a meeting of YNET on 26 November.

03.010 - POPPLETON COMMUNITY CENTRE TRUST - REQUEST FOR REVENUE FUNDING

Brian Park, the Trust chairman had sent various schedules showing actual and budgeted income and expenditure for the Centre. These had been circulated to the Councillors prior to the meeting. There was a long discussion on this subject. It was agreed that the sum of £500 would be donated immediately. The Councillors agreed that they would look at the Community Trust's finances

03.011 - PARISH COUNCIL ELECTIONS 2003/ PARISH COUNCIL OPEN DAY

It was agreed that the Parish Council should hold an Open day to inform the residents of the role of Parish Councillors and Parish Councils with the aim of stimulating the interest of sufficient people to put their names forward so that an election can take place in May. Councillors Thompson, Richardson and Gillies and the Clerk agreed to form a sub-committee to make the necessary arrangements. It was agreed that the Open Day should be held on Saturday 22 March 2003. Most of the Councillors present agreed to be present on the day.

03.012 - CONSULTATION DRAFT PARISH AND TOWN COUNCIL CHARTER FOR THE CITY OF YORK

After discussion this subject was deferred until the February meeting.

03.013 - THE FUTURE COST OF DOG BIN EMPTYING

It was noted that the request for funding from the Ward Committee had been badly misworded and that instead of showing the cost to be £6 for capital it showed £1,029 as an ongoing revenue item. Councillor Hopton explained that this was City Council policy. It was agreed that the matter would be raised at the Ward Committee meeting on 23 January when it was expected that an officer from the City Council would be present.

03.014 - THE FUTURE OF THE POPPLETON INTERNET WEBSITE

It was reported that the webmaster of poppleton.net was relinquishing his interest in the site at the end of March. It is possible that an alternative site may be available at

poppleton.org. The Councillors agreed to delay discussion until more information became available.

03.015 - FUTURE TRANSPORT FOR POPPLETON SCHOOL CHILDREN

There was no discussion on this subject.

03.016 - COUNCILLORS' COMMENTS

Councillor Walker

Reported that a car had been parked in Chantry Gap for several days and looked as though it had been abandoned. The Clerk agreed to check on this and report it to the authorities if it wasn't moved soon.

03.017 - DATE OF NEXT MEETING

Monday 10 February 2003 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.50pm.

.....CHAIRMAN

.....DATE

UPPC mins Jan 03