

UPPER POPPLETON PARISH COUNCIL

JAMES MACKMAN
(Clerk)
Tel: 01904 781752
Fax: 0871 4331325
Email: jmackman@tesco.net

CHAWTON COTTAGE
22A LONG RIDGE LANE
NETHER POPPLETON
YORK YO26 6LX

Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 14 July 2003 at 7.30pm in All Saints Church Hall, Upper Poppleton, York.

PRESENT

Councillor John Pannell (Chairman)

Councillor Charles Swann

Councillor Paul Tomlinson

Councillor Bill Bunyan

Councillor Richard Walker

Councillor Anne Hook

Councillor Kate Richardson

Councillor Glen Bradley (City of York Council)

Councillor Janet Hopton (City of York Council)

Mr James Mackman (Clerk).

One member of the public

03.116 - CO-OPTION OF NEW COUNCILLOR

The Clerk reported that Councillor Watters had resigned as a Parish Councillor. He had advertised the vacancy on five notice boards and at the Library for fourteen working days and that no bye-election had been requested. Councillor Watter's vacancy could now be filled by co-option. It was unanimously agreed that Mr Greg Watson of The White Horse Inn be co-opted as a Parish Councillor.

03.117 - DECLARATION OF OFFICE

The Clerk confirmed that Councillor Watson had signed the Declaration of Office. Councillor Watson took his seat at the table and was introduced to the Councillors present.

03.118 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

Councillor Bunyan declared an interest in the subject of the application for an easement for vehicular access over the Green to his property, Sycamore House.

03.119 - APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Kate Richardson, Charles Swann and Paul Tomlinson.

03.120 - MINUTES OF THE PREVIOUS MEETING

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

03.121 - MATTERS ARISING

(a) *Turn Engines Off Signs (Min. 03.096a)*

It was noted that two new signs had been erected on new posts, one at each side of the railway crossing gates. The signs are slightly smaller than the signs that were removed last year and do not contain the word 'please'.

(b) Manse Land (Min. 03.976b)

There was no report on this subject.

(c) Reinstatement of the Green where it has been damaged by McAlpines (Min. 03.096d)

No representative from McAlpine had attended the meeting on the Green to agree the area to be reseeded. However, McAlpine have agreed verbally to pay for 475 square metres of seeding. It was agreed that as soon as McAlpine accept Barons' quotation in writing then Barons will be instructed to reseed the damaged areas.

(d) Clerk's Contract of Employment (Min. 03.96e)

The Clerk was given a revised Contract of Employment to consider.

(e) Problems with Blairgowrie (Min. 03.096f)

The latest information from the City Council is that Blairgowrie will not be demolished but that the openings to the house and stable block will be bricked up. "Danger Keep Out" signs have are now on display around the property. The Clerk was directed to write to the City Council to stress the urgency of the matter especially now that the children are on summer holiday.

(f) Joint Meeting of Upper and Nether Poppleton Parish Councils (Min. 03.096g)

The meeting with the Nether Poppleton Parish Councillors on 30 June was attended by all but one of the Upper Poppleton Parish Councillors. The four agenda items discussed at the Joint meeting (Poppleton Community Trust, Village Traffic Plan, Youth facilities and Dodsworth Hall) are on the agenda for this meeting.

(g) Parish Council Newsletter (Min. 03.109)

The newsletter had been printed and distributed. Councillor Hook had delivered the bulk of the newsletters and was thanked by the Chairman for doing this.

(h) Grant of easement for Westville, Hodgson Lane (Min. 03.112)

The easement has been signed by Councillors Pannell and Tomlinson and returned to Denison Till.

(i) Black Dike Lane hedge trimming (Min. 03.099biii)

The hedge has not been trimmed. It was agreed to leave the subject on the agenda for the next meeting.

(j) Sycamore House easement (Min. 03.101.1d)

Councillor Bunyan said that he did not want to pursue this subject at the present time.

03.122 - COMMITTEE APPOINTMENTS

It was agreed that Councillor Watson should replace Councillor Watters on the Joint Emergency Sub-Committee and that Councillor Gillies would replace Councillor Watters on the General Purposes Committee.

03.123 - FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 14 July 2003. The report reflected the receipts and payments below. The bank balances at 14 July were:

| | |
|--------------------------------|-----------|
| Current Account | £100.24 |
| Business Money Manager Account | £8,843.46 |

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

| | | |
|---------------------------------|--------------------------------|---------|
| James Mackman | Clerk's salary - April to June | £753.59 |
| James Mackman | Stationery/Toner | £58.69 |
| James Mackman | Wakefield Archives research | £17.50 |
| City of York Council | Newsletter printing | £26.67 |
| Baron (Landscaping Contractors) | Grass cutting - May/June | £425.00 |

(c) Accounts paid (net of VAT)

| | | |
|----------------------|----------|---------|
| Martin House | Donation | £50.00 |
| St Leonard's Hospice | Donation | £50.00 |
| York Theatre Royal | Donation | £50.00 |
| All Saints Church | Donation | £100.00 |

(d) Income Received

| | | |
|----------|--------|--|
| HSBC | Bank | |
| Interest | £29.54 | |

(e) Accounts for the year ended 31 March 2003

The Clerk presented the Income and Expenditure Account and Balance Sheet for the year ended 31 March 2003. It was agreed that the Chairman should sign the latter.

The Clerk also presented the Annual Return and explained the significance of Section 2 the "Statement of Assurance". Each Councillor had been given a list of the eight statements making up Section 2. The Councillors agreed with all eight items and the Chairman and Clerk signed the document.

(f) Photocopier - repair or purchase?

The Clerk explained that a part in the Parish Council's photocopier had broken and that a sum of £70 plus parts plus VAT had been quoted to repair the fault. It was agreed after a short discussion that the Clerk should acquire a new photocopier of a similar type to the old for a sum of not more than £300.

03.124 - PLANNING COMMITTEE REPORT

03.124.1 - 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.

03.124.2 - Councillors' comments

The Chairman told the Councillors about a complaint to the Parish Council that the builders were not adhering to the plans submitted to the Parish Council for an extension to a house in Manor Close. A hip roof was being replaced by a gable end. There was a discussion about what constitutes a minor amendment to a planning application as apposed to a major amendment. The City Council rarely submits minor planning amendments to Parish Councils. The Councillors agreed that the decision as to which amendments were major and which were minor should not be left with the City Planning Officers and that the

Parish Council should be notified of any and all amendments in future. The Clerk was directed to write to the City Council accordingly.

03.125 - HIGHWAYS FOOTPATHS & LAMPPOSTS

(a) Vandalism

The "No Parking" sign near the pump on the Green had been knocked off its post. The Clerk had taken the sign to Mr Lunan to mend. The Councillors agreed that this was the correct procedure.

(b) Other reports

- (i) The Clerk reported that Russell Stone of the City Council had agreed to give the Parish Council a list of the village roads on the gutter-cleaning schedule. The Clerk was directed to write to ask the City Council if it would respond to requests to spray weeds in specific areas.

03.126 - VILLAGE GREENS

(a) Trees -

No report

(b) Events

No report

(c) Car parking

No report

(d) Maintenance

Damage to the roof of the bus shelter was reported. Councillors Walker and Bunyan agreed to try to repair the damage. It was agreed that, should they not be able to make the appropriate repair then Ken Falkingham be asked to carry out the task.

03.127 - CORRESPONDENCE

03.127.1 The Clerk read the following item of correspondence

A letter from Dr Gerry Jackson expressing concern over the progressive loss of cultural activities in the evenings in Poppleton and asking the Parish Councillors to consider supporting the improvement in the availability of cultural facilities. Councillor Hopton said that the Ward Committee is to put a questionnaire about cultural facilities in the next Ward Committee Newsletter.

03.127.2 It was agreed that the remaining correspondence received since the June Parish Council meeting, as listed below, be circulated to the Councillors

- (a) Nether Poppleton Parish Council - Minutes of the meeting held on 19 May
- (b) Poppleton Ward Residents Association - Minutes of a meeting held on 28 May
- (c) CPRE - Countryside Voice - Summer 2003
- (d) YCVS - Voluntary Voice - June 2003
- (e) The revised timetable for buses 142 and 146
- (f) Mayfair Group Response report - June 2003
- (g) A Consultation Paper from the ODPM "Providing Indemnities to Relevant Authority Officers and Members"

- (h) Poppleton Moatfields Management Group - Minutes of the meeting held on 9 October 2002
- (i) The Standards Board for England - The IdeA Guide for new members
- (j) Wheatlands Community Woodland - Minutes of the meeting held on 29 May 2003
- (k) YNET - Minutes of the meeting held on 24 June 2003
- (l) York Open Planning Forum - Newsletter 4 - June 2003
- (m) Yornews - Issue 10 - Summer 2003

03.128 - COMMITTEES' REPRESENTATIVES REPORTS

(a) Councillor Hook -

Reported on the proceedings of the YNET Annual General Meeting held on Tuesday 24 June 2003.

"The main point to note in the Treasurer's report is insurance. For a while, the charitable body through which insurance is obtained was unable to provide cover. YNET and many similar organisations were uninsured. Temporary cover was found, but at a much higher cost. The situation has now been resolved, but steps have been taken to prevent serious consequences should a similar problem arise in the future.

Because of concern about very large insurance claims, a company, limited by guarantee, called YNET Ltd has been set up.

A resolution was passed to transfer the assets of YNET to the new company. The implications of this are set out in a further document, which will also be circulated separately. The most important is that, should the company fail, each member would have to pay £10. This is much less than if the trust was not a company and there was a huge insurance claim at a time when cover had been lost. It is very unlikely that these two events would happen simultaneously, but the previous loss of cover had been caused by a huge insurance payout to another organisation, so setting up a company was a sensible move.

There was no election of an executive, because it would soon cease activity when responsibilities would pass to the company directors. Four of these directors were present at the meeting. Directors would be elected annually at the AGMs of the company.

Sunday 14 September – Local walk around Poppleton with the RSPB. Meet River Ouse, Main Street, Nether Poppleton at 10 a.m."

(b) Councillor Pannell

Reported on the proceedings of the Ainsty Group of Parishes meeting held on 10 July when subjects discussed included the City of York Council Charter, York Open Planning Forum, Quality Councils and the forthcoming Ward Committee meeting.

03.129 - FORMULATION OF POLICY REGARDING THE GRANTING OF EASEMENTS FOR VEHICULAR ACCESS TO PROPERTIES ADJOINING THE GREENS?

It was agreed that the Parish Council should adopt a policy on this subject and that the matter should be discussed at a General Purposes Committee meeting and proposals should be reported at the September Parish Council meeting.

03.130 - FEASIBILITY OF A NATURE RESERVE IN UPPER POPPLETON

In the absence of Councillor Swann discussion on this subject was deferred until the September meeting.

03.131 - THE FUTURE OF DODSWORTH HALL

It was agreed that a letter from Peter Powell should be circulated to the Councillors and that the subject would appear on the agenda for September if requested.

03.132 - FINANCING OF THE POPPLETON COMMUNITY CENTRE

It was agreed that the Community Centre Trust should provide a financial statement and a five-year business plan before the subject of funding would be discussed by the Councillors. The Clerk was directed to write to the Trust to convey the Councillors wishes.

03.133 - UPDATE OF VILLAGE TRAFFIC STUDY

Councillor Hopton told the meeting that nothing had happened about the study owing to Officer movements. Mark Finer is now in charge of this subject. It was agreed that Mr Finer be asked to address the Councillors at the next Joint Parish Council meeting which will be held on 29 September 2003.

03.134 - PROVISION OF FACILITIES FOR VILLAGE YOUTHS

Councillor Hopton informed the Councillors that the Youth Club is reopening in September. The Youth Forum has been working on rules and regulations in an endeavour to make sure that the Youth Club succeeds.

03.135 - COUNCILLORS' COMMENTS

There were no comments.

It was agreed that the subject "Forthcoming Meetings" be included on future agendas.

03.136 - DATE OF NEXT MEETING

Monday 8 September 2003 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.23pm.

.....CHAIRMAN

.....DATE

UPPC mins July 03