

## **UPPER POPPLETON PARISH COUNCIL**

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

### **PRESENT**

Councillor John Pannell (Chairman)

Councillor Bill Bunyan  
Councillor Pat Gillies  
Councillor Paul Tomlinson  
Councillor Richard Walker

Councillor Janet Hopton (City of York Council)

Mr James Mackman (Clerk).

One member of the public

### **03.152 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS**

Councillor Bunyan declared an interest in agenda item 03.162.

### **03.153 - APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Anne Hook, Kate Richardson and Greg Watson.

### **03.154 - MINUTES OF THE PREVIOUS MEETING**

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

### **03.155 - MATTERS ARISING**

*(a) Reinstatement of the Green where is has been damaged by McAlpines (Min. 03.140a)*  
The Chairman and the Clerk had met Ian Waite from McAlpines on the Green and Mr Waite had agreed verbally that McAlpines would refund the re-seeding and that he would confirm this in writing.

*(b) Black Dike Lane hedge trimming (Min. 03.140e)*

The Clerk reported having written to Cecil Parker to ask him to cut the hedge but that the hedge had not been cut. It was agreed that the Clerk should write to the City Council and ask that they take the matter in hand.

*(c) Repairs to bus shelter roof (Min. 03.140g)*

The tiles and guttering have been repaired by Ken Falkingham for a cost of £10.00.

*(d) Bus timetables (3.145.3b)*

Councillor Gillies had distributed a dozen copies of the 142-146 bus timetable to organisations in the village.

### **03.156 - FINANCE**

#### *(a) Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 13 October 2003. The report reflected the receipts and payments below. The bank balances at 13 October were:

Current Account	£164.52
Business Money Manager Account	£15,316.04

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

James Mackman	Clerk's salary - September	£251.20
James Mackman	Stationery/Phone/Postage	£15.99
Baron (Landscaping Contractors)	Grass cutting - September	£125.00
Poppleton Community Centre	Room hire	£21.00

#### *(c) Accounts paid (net of VAT)*

None

#### *(d) Income Received*

HSBC	Bank	
Interest	£31.67	
City of York Council		Second half year's
precept	£5,500.00	

### **03.157 - PLANNING COMMITTEE REPORT**

#### *03.157.1 - 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.

#### *03.157.2 - Councillors' comments*

- (a) *Councillor Pannell* reported that since the September Parish Council meeting he had been asked to revisit Killingbeck in Main Street where a planning application was pending. On his first visit he had consulted with a neighbour who had no objections. After discussing the planning application with other neighbours he had been convinced that the proposed alterations would severely restrict the light of the neighbouring house and he had asked the Clerk to report this to the City Council's Planning Department. The Clerk had done this and the comment can be found in Appendix 1.
- (b) *Councillor Tomlinson* reported that a resident in Station Road had contacted him about a drainage problem at his property. Councillor Pannell agreed to visit the resident and report back at the November meeting.
- (c) It was agreed that Councillor Bunyan be appointed as the fourth member of the Parish Council's Planning Committee.

### **03.158 - HIGHWAYS FOOTPATHS & LAMPPOSTS**

#### *(a) Vandalism*

It was reported that the Chantry Grove sign at the corner of Bracken Hills had been removed as had the Elm Tree Avenue sign at the corner of Ebor Way. The Clerk had already advised the City Council of the latter incident using the new 551551 telephone number.

*(b) Other reports*

There had been a village clean-up the previous weekend when about 15 residents had met to help City Council officials remove rubbish from verges and hedges. It was agreed that the village looked better and that the exercise should be repeated.

**03.159 - VILLAGE GREENS**

*(a) Trees -*

No report

*(b) Events*

The Councillors agreed that a request from the churches for a Christmas Tree on the Green would be granted.

*(c) Car parking*

No report

*(d) Maintenance*

There is some money left over from the Jubilee Fund. It was agreed that the General Purposes Committee would meet at 7.00pm on Monday 10 November to discuss the possibility of applying Upper Poppleton Parish Council's proportion towards the cost of a new seat for the Green. A place for the seat would also be discussed and the recommendation presented to the November Parish Council meeting.

**03.160 - CORRESPONDENCE**

*03.160.1 The Clerk read the following item of correspondence*

- (a) A letter from Rev Paul Thomas asking how many Councillors would be going to the Remembrance Sunday Service in All Saints Church.

*03.160.2 The correspondence listed below had been circulated since the Parish Council meeting in September*

- (a) Mayfair Group Response - August report  
(b) CYC-Transport Plan - 3rd annual progress report  
(c) York Open Planning Forum - Newsletter Sept 2003

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

- (a) Poppleton Ward Residents Association - Minutes of meeting held on 27 August  
(b) Agenda for the City Council's Green Belt Working Group  
(c) Minutes of the Ainsty Group meeting held on 10 July 2003  
(d) Mayfair Group Response report for September 2003  
(e) Voluntary Voice - October 2003  
(f) York CVS - Annual Report 2002-3  
(g) Community Health Council's Annual Report 2002-3

### **03.161 - COMMITTEES' REPRESENTATIVES REPORTS**

#### *(a) Councillor Tomlinson*

Reported on the meeting of the Poppleton Community Trust held on 9 October. A five-year plan is in the final stages of preparation. It will show capital funding, running costs and income. It will be split into two sections, revenue and capital. The report will show that the Centre is spending £5k a year more than its income. This is not because of bad management. The Centre is well used and rooms are charged at an economical rent. Room hire charges are price sensitive and the Centre hire charges are in line with other venues. The main problems are the cost of insurance and the fact that the City Council's Service Grant has not been increased since 1996.

*(b) Councillor Watson* had taken detailed minutes of the Ward Team meeting held on 10 September. These had been distributed prior to the meeting.

*(c) Councillor Hook* had taken detailed minutes of the YNET meeting held on 30 September. These had been distributed prior to the meeting.

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

It was agreed that the General Purposes Committee would meet at 7.00pm on Monday 10 November to discuss this subject and report to the November Parish Council meeting.

### **03.163 - FEASIBILITY OF A NATURE RESERVE IN UPPER POPPLETON**

Councillor Gillies reported on the meeting she had had with the Clerk. She is looking to form a Friends Group to promote the idea of a nature reserve in the village. The Councillors agreed that the Clerk should endeavour to find out the name of the owner of the field behind the surgery and next to Blairgowrie.

### **03.164 - CO-OPTION OF NEW COUNCILLOR**

The name of one resident had been put forward by Councillor Richardson who was unable to be at the meeting. Councillor Pannell agreed to speak to the resident and report back to the members.

### **03.165 - STAND ALONE PARISH COUNCIL WEBSITE**

The YLCA had written to say that NALC is preparing a suggested nation-wide standard type of 'domain name' as used by organisations for their website and email addresses. Local councils are not required to establish a website or have an email address. If a council already has a website (and Upper Poppleton PC does) it would fit alongside a 'domain name' address. One suggestion is that the domain name would end with 'nyorks.gov.uk'. The Councillors had no comments/requests for alternative naming arrangements.

### **03.166 - COUNCILLOR TRAINING COURSES**

It was agreed that Councillors Gillies and Watson should attend the YLCA training session for new Councillors at William House, Shipton Road on Wednesday 29 October. The cost would be £15.49 for each Councillor.

### **03.167 - QUALITY PARISH COUNCIL STATUS - CLERK TRAINING**

It was agreed that, as there was no immediate need for the Parish Council to attain Quality Parish Council status, there was no need for the Clerk to obtain his AQA and that funding the training would be deferred until there was a change in circumstances.

**03.168 - BEECH GROVE ALLOTMENTS CAR PARKING**

It was reported that the entrance gates to the allotments were occasionally blocked by parked cars. Councillor Tomlinson agreed to keep his eye on the situation and report back to the November meeting.

**03.169 - FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
21 October	York Open Planning Forum	Denham Room, Priory Street/7.00pm	Pannell
29 October	Councillor Training	William House, Shipton Road/7.30pm	Gillies, Watson
9 November	Remembrance Day Service	All Saints Church 10.00am	All invited
13 November	Community Trust AGM	Community Centre/8.00pm	Tomlinson

**03.170 - COUNCILLORS' COMMENTS**

- (a) *Councillor Pannell* asked that the subject of stickers for wheelie bins be put on the next agenda.
  
- (b) *Councillor Tomlinson* asked that the subject of possibly purchasing a Christmas tree for the Village Green be put on the next agenda.

**03.171 - DATE OF NEXT MEETING**

Monday 10 November 2003 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.05pm.

.....CHAIRMAN

.....DATE