

UPPER POPPLETON PARISH COUNCIL

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Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 13 June 2005 at 7.30pm in All Saints Church Hall, Upper Poppleton, York.

PRESENT

Councillor Greg Watson (Chairman)

Councillor Richard Bramall
Councillor Bill Bunyan
Councillor Anne Hook
Councillor Ted Kendall
Councillor John Pannell
Councillor Liz Reese
Councillor Kate Richardson

City of York Councillor Janet Hopton
(from 9.50pm)

Mr James Mackman (Clerk)

PUBLIC PARTICIPATION

No member of the public addressed the Councillors.

05.102 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations of interest.

05.103 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Pat Gillies and City of York Councillor Glen Bradley.

05.104 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 MAY 2005

The minutes of the meeting held on 9 May 2005, having been circulated and read, were accepted and signed as a true record.

05.105 - CLERK'S REPORT

(a) *Brackenhills/The Green snicket (Min. 05.086a)*

No news on this subject.

(b) *Standing Orders update (Min. 05.086b)*

No development on this subject.

(c) *Progress on the "Working With Your Council" course (Min. 05.086c)*

The Clerk reported on his third mentoring course at Tadcaster which had covered "Law". He had also attended the SLCC meeting at Goole when the day was taken with advice on the preparation of the portfolio which is necessary for him to produce before he can achieve the Certificate in local Council Administration (CiLCA).

(d) Vehicle Activated Sign (VAS) in Long Ridge Lane (Min. 05.086d)

The Rufforth signs are in place. It is hoped that the Long Ridge Lane sign will be erected soon.

(e) Pruning the sycamore on the Green (Min 05.091a)

Dave Gregory has this in hand.

(f) Broken allotment fence (Min. 05.093)

As Councillor Pannell had been away for most of the last month no progress had been made on this project. Councillor Pannell said that the work would be done within the next few days.

(g) Putting the Parish Council's website on the Local Channel (Min. 05.096)

The Clerk reported that the Parish Council has signed up for the website but that there are problems in establishing the appropriate link to the existing Parish Council website.

(h) Bus shelter electricity charge (Min. 05.087g)

The Clerk reported having had no response to his letter asking for an explanation and justification of the high administration charge on the annual invoice.

05.106 - FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 13 June 2005. The report reflected the receipts and payments below. The bank balances at 13 June were:

Current Account	£100.00
Business Money Manager Account	£24,969.27

i. Accounts to pay (net of VAT);

James Mackman	Clerk's salary - May	£275.41
James Mackman	Postage & Phones	£17.58
City of York Council	Dog bin emptying 2004-05	£1,140.00
Yorkshire Water	Allotment water	£4.94

ii. Accounts paid (net of VAT)

Allianz Cornhill	Insurance premium 2005-06	£803.19
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iii. Income Received

Various tenants	Allotment rent	£7.50
HSBC	Bank interest	£119.39

(b) To receive a report from the working group considering the revised pay scales and conditions of service for Parish Clerks

Councillor Watson apologised for not providing the information for consideration by the Councillors. It will be ready for the July meeting.

(c) To consider donations for the year

It was agreed that the following donations be made under Section 137 of the Local Government Act 1972. St Leonard's Hospice - an increase from £50 to £100; Martin House - £50; Poppleton Luncheon Club - £50; 1st Poppleton Scouts - £50; 3rd Poppleton Brownies - £50 and 2nd Poppleton Guides - £50. It was agreed to pay £100 (under LGA 1972, s 214(6)) towards the cutting of the grass in All Saints Churchyard.

05.107 - TO RECEIVE CORRESPONDENCE

05.107.1 - The Clerk either read or referred to the following items of correspondence

- (a) A letter from the City of York Council asking for comments on the application of the Lord Collingwood for a Variation of Premises Licence. Responses had to be back by 13 June so the Clerk had previously circulated the letter and asked for comments. It was agreed that the item should have been a separate agenda item. Three Councillors asked that an Extraordinary meeting be called for 7.00pm on Friday 17 June so that the item could be discussed by the Parish Council. The Clerk was deputed to make the appropriate arrangements.
- (b) A certificate had been received from the Yorkshire Rural Community Council showing the Parish Council's membership for the current year.
- (c) The City Council had sent a schedule of dog bins and litter bins in the village which it empties and has asked that the Parish Council check as to the schedule's accuracy.
- (d) A notice from the Patients' Forum about a meeting to be held at Novotel on 20 June when top level local health service managers and experts will be there to answer questions on "Health Checks - are we getting enough?" and "Cancer Services - do we have a choice?"

05.107.2 - It was agreed that the correspondence received since the May Parish Council meeting, as listed below, be circulated to the Councillors

- (a) CPRE - Fieldwork - June 2005
- (b) CPRE - Countryside Voice - Summer 2005
- (c) CYC - Parish Review
- (d) Haxby Town Council - Haxby Town Plan - 2020 Vision
- (e) Martin House - Lottery notice
- (f) Mayfair Group Response - May 2005 report
- (g) Nether Poppleton Parish Council - Minutes of 18 April
- (h) Ouse News - Summer 2005
- (i) Poppleton Ward Residents Association - Minutes of 27 April
- (j) SLCC-The Clerk - Vol.35. No.2 - May 2005
- (k) YLCA-White Rose Update - May 2005
- (l) York Archaeological Trust - Archaeology for Everyone leaflets
- (m) YCVS - Voluntary Voice & other documents

05.108- TO RECEIVE PLANNING COMMITTEE REPORT

05.108a - 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.

05.108b - Councillors' comments

No comments.

05.109 - TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) Vandalism

- i. It was reported that windows in the phone box on the Green had been broken. These had been replaced quickly and the phone box had been repainted.
- ii. It was reported that many pieces of chewing gum are on the pavement outside the Co-op. It was agreed that this part of the Green is the responsibility of the Co-op.

(b) Other reports

- (i) Following the resurfacing of the footpath in Station Road the grass alongside the footpath had been reseeded.
- (ii) The branches of some trees in Dikelands Lane are hanging low over the footpath. The Clerk was deputed to check on these and initiate appropriate action.
- (iii) The missing Dikelands Lane sign at the corner with Long Ridge Lane has been replaced.

05.110 - TO CONSIDER ITEMS RELATING TO THE VILLAGE GREENS

(a) Trees

No report.

(b) Events

It was agreed that the Clerk should write to the organisers of the Children's Sports Day held on 31 May and give the Parish Council's thanks and congratulations on a well organised and well run event.

(c) Car parking

Councillor Watson said that the City Council's attention had been centred on the preparations for Royal Ascot in York and that no progress had been made on the car park plans.

(d) Maintenance

(i) To agree action to be taken following receipt of the report on the clearance of the blocked culvert on the Green.

A detailed written report and a video of the inside of the culvert had been received from the City Council. It was agreed that a working group consisting of Councillors Watson, Pannell, Gillies and Hook meet and make recommendations to be submitted to a future Parish Council meeting.

05.111- TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Watson reported on the meeting of the Poppleton Community Trust on 31 May when it was reported that work to resurface the car park will commence on 18 July. A meeting of section representatives is being called to examine the constitution, how the jigsaw of the playing field, the tennis courts etc. fits together and to look at how the centre is operated.

05.112 - TO AGREE THE FORMAT/CONTENT OF THE PARISH COUNCIL NEWSLETTER

Councillor Watson said that he had been working on the production of the Newsletter and had received suggestions from Councillors. It was agreed to defer a decision until the next meeting.

05.113 - TO ADOPT A COMPLAINTS PROCEDURE

It was agreed that the Complaints Procedure produced by Councillor Hook and circulated prior to the meeting be accepted.

05.114 - TO DISCUSS THE DEVELOPMENT OF A PARISH PLAN

It was agreed in principle to develop a Parish Plan for Poppleton. The Clerk was asked to contact Nether Poppleton Parish Council to see if they would be willing to help in producing a Parish Plan.

***Councillor Hopton arrived at this point in the agenda.**

05.115 - TO DISCUSS A59 RIBBON DEVELOPMENT

Councillor Hopton gave background information on recent developments along the A59. Some of these developments are "illegal" and the City Council enforcement officers are aware of them. If local planning procedures are ignored there could be continuous ribbon development along the A59. The Councillors agreed to take note of Councillor Hopton's comments.

05.116 - TO DISCUSS VEHICLE PARKING IN STATION ROAD

It was noted that cars parked in Station Road cause a problem for drivers. It was agreed that expansion of the station car park was the answer. Councillors would keep a watchful eye on the parking problem.

05.117 - TO CONSIDER TRAFALGAR WEEKEND ACTIVITIES

The Councillors were in favour of supporting the Trafalgar Weekend to be held between 21 and 23 October 2005. Councillor Watson said he would contact the pubs in Poppleton and see what plans they may have. Councillor Hook said she would advise on any plans the school may have and Councillor Kendall said he would give details of Poppleton History Society's plans. It was agreed that the Weekend should be an agenda item should Nether Poppleton Parish Council agree to hold a Joint Parish Council meeting.

05.118 - TO NOTE FORTHCOMING MEETINGS

No forthcoming meetings were notified.

05.119 - TO RECEIVE CITY COUNCILLORS' COMMENTS

No comments.

05.120 - TO RECEIVE COUNCILLORS' COMMENTS

Councillor Watson asked that the subject of the Public Rights of Way Group - Rural West York be put on the next agenda.

05.121 - DATE OF NEXT MEETING

The date of the next meeting was agreed as Monday 11 July 2005 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.21pm.

CHAIRMAN.....

DATE.....