

UPPER POPPLETON PARISH COUNCIL

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Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 9 May 2005 at 7.30pm in All Saints Church Hall, Upper Poppleton, York.

PRESENT

Councillor Greg Watson (Chairman)

Councillor Richard Bramall
Councillor Bill Bunyan
Councillor Pat Gillies
Councillor Ted Kendall
Councillor John Pannell
Councillor Liz Reese
Councillor Kate Richardson

City of York Councillor Glen Bradley
(from 9.34pm)
City of York Councillor Janet Hopton
(from 9.37pm)

Mr James Mackman (Clerk)

PUBLIC PARTICIPATION

No member of the public addressed the Councillors.

05.078 - ELECTION OF CHAIRMAN

Councillor John Pannell in the chair asked for nominations for chairman for the forthcoming year. Councillor Greg Watson was proposed and seconded and unanimously elected as chairman. Councillor Watson thanked the Councillors for the honour of electing him. He said that the past year had been difficult and he thanked the outgoing Chairman, John Pannell, for seeing it through.

05.079 - RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Watson signed the Declaration.

05.080 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

Richard Bramall and Ted Kendall were co-opted on to the Parish Council and were introduced to the Councillors present.

05.081 - CONFIRMATION OF SIGNING THE DECLARATIONS OF OFFICE

The Clerk confirmed that both Councillor Bramall and Councillor Kendall had signed their respective Declaration of Office.

05.082 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations of interest.

05.083 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hook. City of York Councillor Janet Hopton had said she would be arriving late.

05.084 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Pannell
Joint Emergency Committee	Watson, Pannell, Gillies and Hook
General Purposes Committee	Watson, Pannell, Gillies and Hook
Planning Committee	Richardson, Gillies, Bunyan and Reese
Poppleton Community Trust Representatives	Watson
York Local Councils Associations Representatives	Watson
Neighbourhood Watch Co-ordinators	Reese and Hook
Ainsty Group of Parishes Representatives	Richardson and Pannell
Ward Committee Representatives	Watson and Pannell
YNET Representative	Watson
Poppleton Ousebank School Governors Representative	Hook
Sugar Factory Liaison Committee Representative	Hook
York Open Planning Forum Representatives	Bunyan and Pannell

05.085 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 APRIL 2005

The minutes of the meeting held on 11 April 2005, having been circulated and read, were accepted and signed as a true record.

05.086 - CLERK'S REPORT

(a) Brackenhills/The Green snicket (Min. 05.065a)

Councillor Watson reported that his contact at Enterprise Inns had now left the company. He was in touch with the Regional Property Manager who is to chase up the subject of the ownership of the snicket.

(b) Standing Orders update (Min. 05.065f)

Now that the NALC book of Standing Orders has been received it was agreed that the Chairman and the Clerk would consult and produce a revised set of Standing Orders for the Parish Councillors to discuss.

(c) Progress on the "Working With Your Council" course (Min. 05.065g)

The Clerk reported on his second mentoring course at Tadcaster which had covered the second part of "Roles and Responsibilities". The May mentoring Group meeting is to discuss "Law".

(d) Vehicle Activated Sign (VAS) in Long Ridge Lane (Min. 05.069b)

This week a VAS is being erected in Rufforth. Dave Webster of the CYC said that the Long Ridge Lane sign would follow soon.

05.087 - FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 9 May 2005. The report reflected the receipts and payments below. The bank balances at 9 May were:

Current Account		£100.00
Business Account	Money	Manager
		£27,283.00

i. Accounts to pay (net of VAT);

James Mackman	Clerk's salary - April	£275.41
James Mackman	Postage/Stationery/Phones	£67.84
Baron Landscape	Grass cutting - April	£270.00
P R Lunan	Repairs to Chantry Green sign	£100.00

ii. Accounts paid (net of VAT)

SLCC	Wakefield Course	£38.00
YNET	Subscription 2005-06	£30.00
Shaw & Sons Ltd	New cash book	£48.90
Yorkshire & Humber R T P	Clerk's course - Goole, 28 April	£20.00
YLCA	NALC Standing Orders	£6.40

iii. Income Received

City of York Council	First half year's precept	£10,000.00
Various tenants	Allotment rents	£120.00
HSBC	Bank interest	£0.03

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

Councillor Watson gave a resume of his and Councillor Hook's deliberations on this subject. A recommendation for consideration will be given at the June meeting.

(c) To sign the Annual Return

The Councillors agreed with the Statement of Assurance on the Annual Return. The Chairman and the Clerk signed Sections 1 and 2 on the Annual Return.

(d) To consider the subscriptions for the current financial year

It was agreed that the Parish Council would subscribe to the following organisations in the forthcoming year. YRCC, YLCA, YNET, SLCC, CPRE and York Open Planning Forum.

(e) To consider signing a new bank mandate

It was agreed that seven Councillors and the Clerk should sign a new bank mandate. Councillors Bunyan and Pannell agreed not to be signatories.

(f) To consider renewing the insurance policy with Allianz Cornhill - £803.19

It was agreed that the insurance policy be renewed.

(g) The Clerk mentioned that the recently received invoice for the electricity supply to the bus shelter on the Green showed that the charge for the year had risen from £18.11 to £63.96. This included a charge for £60.82 for administration. Given that there is no electricity meter in the bus shelter and only one invoice a year is received the admin charge seems a bit excessive. The Clerk was deputed to write to npower to ask for a justification of such a disproportionate administration charge.

05.088 - TO RECEIVE CORRESPONDENCE

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

A letter from Barry Otley about development alongside the A59. It was agreed to make this subject an agenda item for the June meeting.

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

- (a) Clerks & Councils Direct - May 2005
- (b) A copy of a letter from the City Council regarding the recently painted and removed yellow lines
- (c) Martin House - Newsletter - Issue 43 - Spring 2005
- (d) Mayfair Group Response - April report and a survey about the presentation of their reports
- (e) Nether Poppleton Parish Council - Minutes of 21 March
- (f) Poppleton Ward Residents Association - Minutes of 30 March
- (g) TENYAS - Patient Forum information
- (h) YCVS - Voluntary Voice - May 2005
- (i) YLCA - White Rose update May 2005
- (j) YOPF - A copy of a letter sent to a resident about his suggestion for a footpath to be included on the Local List
- (k) York Open Planning Forum - Newsletter - April 2005

05.089- TO RECEIVE PLANNING COMMITTEE REPORT

05.089a - 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.

05.089b - Councillors' comments

No comments.

05.090 - TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPOSTS & SIGNS

(a) Vandalism

i. It was reported that the Dikelands Lane sign at the junction of Long Ridge Lane had been removed. The Clerk said that he had reported this to the City Council.

(b) Other reports

None.

05.091 - TO CONSIDER ITEMS RELATING TO THE VILLAGE GREENS

(a) Trees

Councillor Bramall reported the presence of suckers on the sycamore tree on the Green. The Clerk is to arrange for these to be removed.

(b) Events

No report.

(c) Car parking

Councillor Watson reported that he has written to the City Council with the outline proposals submitted to the Parish Council. No reply has been received.

(d) Maintenance

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

The Culvert has been cleared of silt. It is likely that the Parish Council will be charged £2,867 for this work. The television camera which was sent down the culvert revealed a number of faults. A detailed report is due from the City Council. This will be considered by the Parish Council at a subsequent meeting.

(ii) To consider accepting a quotation for cutting the grass on the Green and the verges down Black Dike Lane and Hodgson Lane for the next three years.

It was agreed to accept Baron (Landscape Contractors) Ltd's quotation for grass cutting for the next three years. This is £135 for each of ten cuts of the Greens and £100 for each of two cuts of Black Dike Lane and Hodgson Lane.

05.092 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Councillor Richardson reported on the Poppleton Youth Centre Futures meeting held on 25 April. The City Council had announced that Poppleton Youth Club would not be financed after 31 March 2005. There was much discussion about the state of the building. All the windows need to be replaced and the building has to be brought up to standard to make it accessible for handicapped people. The existing flat roof is a cause for concern. What happens to the Tuesday, Wednesday, Thursday Youth Clubs and PopSOC?

(b) Councillor Pannell gave an account of the Ward Committee meeting held on 14 April.

(c) Councillor Watson reported on the Footpaths meeting held on 4 May which was effectively a working group (which has met before) which has been discussing the various 'Rights of Way', bridleways, adopted public footpaths, cycle paths and other routes (official or unofficial) throughout rural West York which provide access to the countryside. The main focus of the group is to identify, confirm or revise available routes in conjunction with the City of York and to seek ways of linking up the network of recreational countryside routes in the West York ward.

The group consists of 'interested parties and parish council representatives from the ward area, including Hessay, Rufforth and the Poppletons, Wheatlands Educational Community Woodland and the City Council amongst others. The City Council was represented by an Assistant Rights of Way Officer (Paula Dunn).

Having dealt with some matters arising from the previous meeting of the group, mainly to do with Hessay/Rufforth/Acomb links, discussion moved on to the Poppletons. So far as Upper is concerned, discussion was mainly about the establishment of safe links across the A59 at Northfield, Black Dike and Cat Lane

locations. In the case of Nether, discussion focussed on a proposal some 7/8 years ago for a walkway/bridle path circular route and whether this could be revived.

In general, brief details were given about a scheme involving the registration of farmland and Entry Level/Higher Level Stewardship Schemes which could provide farmers with funds to assist them to open up parts of the land/properties to outdoor pursuits etc. So that this issue can be checked out further, we are to be sent a copy of the latest walkways etc. plan with a request that we try to identify who owns or leases which bits of farmland within the Parish.

- (d) The Clerk reported on the course he had attended at Wakefield and the Ainsty Group meeting both of which were held on 28 April

05.093 - TO AGREE ACTION TO BE TAKEN ABOUT THE BROKEN FENCE AND/OR THE CLEARANCE OF ALLOTMENT 4B AT THE MAIN STREET ALLOTMENTS

The Councillors looked at photographs of the allotment which highlighted the problem. It was agreed that the allotment should be cleared of debris and the fence made good at a cost not exceeding £300.

05.094 - TO AGREE TO THE PRODUCTION OF A PARISH COUNCIL NEWSLETTER

It was agreed that a Newsletter be produced. The Clerk agreed to write the Newsletter and consult with the Chairman as to the form it should take. The result will be presented at the June Parish Council meeting for approval.

05.095 - TO AGREE THE ARRANGEMENTS FOR NEIGHBOURHOOD WATCH AWARENESS DAY

Councillor Watson reported that he had made no progress on this subject.

05.096 - TO DISCUSS PUTTING THE PARISH COUNCIL'S WEBSITE ON THE LOCAL CHANNEL

The Clerk outlined the proposal whereby, for no cost to the Parish Council, space can be taken on the Local Channel website either to have a Parish Council website or a direction to the existing website. It was agreed that the appropriate form be signed and the Parish Council avail itself of this offer.

05.097 - TO AGREE THE PARISH COUNCIL'S RESPONSE ON THE CODE OF CONDUCT QUESTIONNAIRE

After discussion it was agreed that the Parish Council would not make a response to the questionnaire.

05.098 - TO HAVE A NEW PHOTO TAKEN OF THE PARISH COUNCILLORS

After the business had been concluded all the Councillors present had a group photograph taken. This is to be put on to the Parish Council's website.

05.099 - TO NOTE FORTHCOMING MEETINGS

No forthcoming meetings were notified.

05.100 - TO RECEIVE COUNCILLORS' COMMENTS

Councillor Kendall asked if the Parish Council could consider strategic short and long-term plans for the village with a view to the production of a Village Plan.

05.101 - DATE OF NEXT MEETING

Monday 13 June 2005 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.20pm.

.....CHAIRMAN

.....DATE