

## UPPER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON AT 7.00PM ON MONDAY 14 NOVEMBER 2005

#### **PRESENT**

Councillor Anne Hook (Chairman)

Councillor Richard Bramall

Four members of the public

Councillor Ted Kendall

Councillor John Pannell

Mr James Mackman (Clerk)

Councillor Kate Richardson

Councillor Stuart Robson

City of York Councillor Janet Hopton

#### **PUBLIC PARTICIPATION**

Mr David Thompson addressed the meeting with regards to the Standards Committee's findings in respect of Local Investigation No. SBE 10236.05.

#### **05.199 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR**

No person was co-opted.

#### **05.200 - CONFIRMATION OF SIGNING THE DECLARATION OF OFFICE**

None.

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

Councillor Kendall declared a personal interest in agenda item 05.217 as he is the Parish Council's representative/observer to Poppleton Community Trust.

#### **05.202 - TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bill Bunyan and Liz Reese.

#### **05.203 - PC PAUL FENWICK OF THE NEIGHBOURHOOD POLICING TEAM WILL CONDUCT A QUESTION AND ANSWER SESSION**

PC Fenwick introduced himself. He said that his area of responsibility includes all the villages from Poppleton to Copmanthorpe together with Dringhouses and Woodthorpe.

Current police thinking is that there should be a focus on Neighbourhood Policing. This area of North Yorkshire is a Beacon Area under a Home Office initiative. The police will liaise in a committee with other agencies to formulate

policing policy. The aim is for the police to listen to the concerns of the public and not dictate what they will do.

PC Fenwick is aware of the problems of youths causing a nuisance on the Green. He said that incidents should be reported to the police so that they could be logged on the police computer when a picture would emerge that would help initiate action.

Councillor Bramall asked if any steps would be taken to prosecute the youth who was caught recently with a seat above his head as he was moving it on the Green. PC Fenwick was unable to comment on this incident but said that if the youth was prosecuted and found guilty the Parish Council would have a case for claiming for the cost of repairs to the damaged seat. Prosecution is not now in the hands of the police but with the Crown Prosecution Service who have to follow the national guidelines.

PC Fenwick made the following points

- He is responsible for producing the patrol plan for the villages. He looks at problem areas before drawing up the plan.
- It is better to speak to the parents of youths than to go in heavy-handed. Youths have the right to congregate but need to know where the boundaries of acceptable behaviour lie.
- A mobile Police Station is now available. The locations for its future placements will be advertised in the Evening Press, Ward Newsletter, village notice boards etc. The mobile Police Station will be located outside the Co-op on the Green between 4.00pm and 7.00pm on Monday 19th December. Police will be on hand to speak to residents, hand out leaflets about ASBO's and explain what anti-social behaviour is. It is hoped that the mobile Police Station will be available every two months.
- More Special Constables have been recruited in North Yorkshire. They are currently undergoing training.
- A second police constable will soon be employed in this area.
- Parking issues are now the responsibility of the City Council's Traffic Management Department
- Crime including vandalism should be reported by phone on 0845 6060247.

The Chairman thanked PC Fenwick for his attendance.

#### **05.204 - TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 OCTOBER 2005**

The minutes of the meeting held on 10 October 2005, having been circulated and read, were accepted and signed as a true record.

#### **05.205 - CLERK'S REPORT**

*(a) Progress on the "Working With Your Council" course (Min. 05.183a)*

The Clerk reported that his mentor sessions in Tadcaster have now finished and he has to finish writing up the projects that make up the module.

*(b) Progress on the refurbishment of allotments 4a and 4b (Min. 05.183f)*

The allotments have been cleared by a JCB and the trimmings taken away in the second skip. A new fence has been constructed. A new tenant has been found for allotment 4a and will take over the allotment from 21 November. The Councillors expressed their thanks to Councillor Pannell and the Clerk for the work they had done on the allotments. They also expressed their thanks to Ken Thorpe and Jim Ferguson who had given their time in cutting back the hedge and filling the skip. It was agreed that the vacant allotment should be advertised on village notice boards.

*(c) White lines in Hodgson Lane (Min. 05.187bi)*

The white lines painted between Westfield Lane and the Lord Collingwood have been removed. It is possible to see where they were but the Councillors agreed that the traces would wear away in time. The Clerk said that it had been Councillor Macdonald's approach to the City Council more than his own that had seen the lines removed.

*(d) Remedial Green work (Min. 05.188ciii)*

The Clerk reported that City Council workmen had been filling in the bare areas round the newly refurbished footpath and had sown grass seed.

## 05.206 - FINANCE

### (a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 14 November 2005. The report reflected the receipts and payments below. The bank balances at 14 November were:

Current Account		£20
0.00		
Business Account	Money	Manager
		£ 30,396.35

#### i. Accounts to pay (net of VAT);

James Mackman	Clerk's salary net- October	£396.18
James Mackman	Postage & Phones	£17.50
Royal British Legion	Wreath	£16.50
Inland Revenue	Tax & NI	£142.95
Baron Landscape	Grass cutting - October	£135.00
Mick Lambert	JCB for allotment clearance	£190.00

#### ii. Accounts paid (net of VAT)

Baron Landscape	Grass cutting - September	£135.00
Deans Garden Centre	Beacon for Trafalgar Night	£55.00
Poppleton Community Trust	Contribution to Manager's salary - October	£750.00
SLCC	Tadcaster Training course 9 November	£15.00
Ken Falkingham	Bus shelter repairs	£53.58

#### iii. Income Received

HSBC	Bank interest	£0.64
HM Customs & Excise	VAT refund	£105.15

## 05.207 - TO RECEIVE CORRESPONDENCE

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

- A letter from the Trustees of the Charity Lands & Unknown Donors Dole giving details of their new rules
- A letter from the City Council giving the date of the Co-op licence hearing as 17 November
- A letter from the City Council giving details of a seminar on plastic bottle & cardboard recycling on 16 November. Councillors Kendall and Richardson agreed to attend.
- Harrogate Borough Council - Local Development Framework
- NYCC - Minerals & Waste - pre-submission proposals
- YCVS - AGM & conference details

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

- (a) CE Electric UK - Vegetation & tree clearance notice
- (b) Clerks & Council Direct - November 2005 - Issue 42
- (c) CPRE - York & Selby Branch Newsletter - Autumn 2005
- (d) CPRE - Countryside Voice - Autumn 2005
- (e) Nether Poppleton Parish Council - Minutes of 19 September
- (f) Poppleton Ward Residents Association- Minutes of 28 September
- (g) SLCC - The Clerk, November 2005
- (h) YCVS - York Voluntary Voice, November 2005
- (i) YOPF - Newsletter - October 2005

### **05.208 - TO RECEIVE PLANNING COMMITTEE REPORT**

*05.208a - 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.

*05.208b - Councillors' comments*

No comments.

### **05.209 - TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

*(a) Vandalism*

The downpipe on the bus shelter has been broken again. It was agreed that this should be fixed.

*(b) Other reports*

The City Council has agreed to replace the tree at the corner of Springfield Road and Allerton Drive.

### **05.210 - TO CONSIDER ITEMS RELATING TO THE VILLAGE GREENS**

*(a) Trees - No report*

*(b) Events - No report*

*(c) Maintenance*

*i. To agree that the City Council construct a manhole on the Green*

The Clerk reported that the City Council are willing to fund the construction of a manhole/silt trap on the Green providing that the Parish Council accepts responsibility for its future maintenance. The Councillors agreed that the manhole should be built.

*ii. To agree to maintain the manhole if it is constructed*

The Councillors resolved to accept responsibility for the future maintenance of the manhole/silt trap.

*iii. To consider quotations for repainting the Maypole*

Despite a considerable amount of research no painting contractor with a cherry picker to reach to the top of the maypole had agreed to paint the maypole. Councillor Bramall said that he would be able to supply the name of person who should be able to do the work.

*iv. To consider installing seating in the bus shelter*

It was agreed not to proceed with providing a seat in the existing brick built bus shelter. Councillor Bramall suggested that a bus shelter made of clear material would be better than the existing bus shelter. It would be less liable to vandalism, would not need to be lit and could have a built in seat. It was agreed that this suggestion should be on the agenda for the next meeting.

#### **05.211 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

- (a) Councillor Hook had produced a report of the Ward Committee meeting held on 19 October which had been circulated.
- (b) Councillor Kendall referred to the minutes of the Poppleton Community Trust meeting held on 8 November which are to be circulated.

#### **05.212 - TO RECEIVE A REPORT FROM THE PARISH PLAN WORKING GROUP**

Councillor Kendall reported on the initial meeting of the Working Group held on 7 November when Nether Poppleton Parish Councillors David Tomlinson and Glen Bradley attended. It was agreed that a Parish Plan would be based on the existing Village Design Statement (VDS) and that the residents who were involved in the production of the VDS would be asked if they would be willing to join the Working Group.

#### **05.213 - TO AGREE THE FORMAT/CONTENT OF THE PARISH COUNCIL NEWSLETTER**

The Councillors discussed the Newsletter that had been prepared by Councillor Hook. Many suggestions and alterations were put forward. It was resolved that the Clerk in conjunction with Councillor Hook would arrange for the Newsletter to be printed in colour at the best price. The Parish Councillors will distribute the Newsletter.

#### **05.214 - TO AGREE THE COURSE OF ACTION TO TAKE TO MAKE THE BRACKENHILLS/GREEN SNICKET A PUBLIC RIGHT OF WAY**

The City Council had given three options that the Parish Council could take to secure the snicket as a public right of way. The Councillors favoured the option that said *"If the parish council wish this path to be added to the Definitive Map for it to become a highway maintainable at public expense, an easier way of achieving this may be to apply for it to be adopted. The council is currently developing a process where by applications to have routes adopted can be made. If future maintenance of this path is the Parish Council's concern I would recommend discussing this matter, or sending a formal enquiry"*. It was resolved that the Clerk should contact the officer responsible.

#### **05.215 - TO ACCEPT THE DRAFT FINANCIAL REGULATIONS**

A set of draft financial regulations had been produced by Councillor Hook and distributed prior to the meeting. Councillor Hook explained that they were a combination of the NALC financial regulations and those of other Parish Councils with some amendments to make them more suitable for Upper Poppleton Parish Council. It was resolved that the financial regulations should be adopted.

#### **05.216 - TO AGREE AN INITIAL FINANCIAL CONTRIBUTION TOWARDS THE PRODUCTION OF A PARISH PLAN**

Councillor Kendall said that it would be necessary to book rooms and spend a little cash, as the Working Group becomes active. He said that the Working Group would be applying for a grant but that it was likely that money would need to be paid before any grant was received. It was resolved that the Clerk in consultation with Councillor Kendall be authorised to make up to £100 available to the Working Group.

#### **05.217 - TO CONSIDER A REQUEST FROM THE POPPLETON COMMUNITY TRUST FOR A CONTRIBUTION TOWARDS THE COST OF THE CAR PARK HARD RESURFACING**

After a long discussion it was resolved not to give a contribution towards the cost of the car park hard resurfacing.

#### **05.218 - TO AGREE A RESOLUTION TO SUPPORT LOCAL WORKS**

After a brief discussion it was resolved to take no action on this subject.



### 05.219 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
28 November	Planning Seminar	Poppleton Community Centre/ 7.00pm	All
3 December	Christmas Market	Tithe Barn/ All day	All
January	In-depth village planning	To be advised	
January	Footpaths	To be advised	Bramall

### 05.220 - TO RECEIVE CITY COUNCILLORS' COMMENTS

*Councillor Hopton* reported that

- (a) Councillor Richard Moore will conduct a Planning Training seminar at Poppleton Community Centre on Monday 28 November between 7.00pm and 9.00pm.
- (b) There will be an in-depth planning discussion specifically aimed at villages on either 5 or 11 January 2006.
- (c) There have been two successful skateboarding sessions with 23 children attending the latest session on 5 November. The next session is scheduled for 17 December.
- (d) There will be a footpaths meeting in January. Councillor Bramall volunteered to attend on behalf of the Parish Council.

### 05.221 - TO RECEIVE COUNCILLORS' COMMENTS

- (a) *Councillor Bramall* commented on the Clerk's untimely production of a revised list of Councillors addresses at the previous Parish Council meeting, which anticipated the Chairman's election.
- (b) *Councillor Richardson* said that she had phoned the City Council about the leaves on the footpath in Dikelands Lane and that they had been to remove them very quickly.
- (c) *Councillor Kendall* suggested that the reference to three minutes per person wishing to speak under "Public Participation" should be revised and asked that this subject be included on the agenda for the next meeting.

### 05.222 - DATE OF NEXT MEETING

The date of the next meeting was agreed as Monday 9 January 2006 at 7.30pm.

There being no other business the Chairman closed the meeting at 9.56pm.

CHAIRMAN

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.....DATE

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