

UPPER POPPLETON PARISH COUNCIL

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Minutes of the meeting of UPPER POPPLETON PARISH COUNCIL held on Monday 10 October 2005 at 7.30pm in All Saints Church Hall, Upper Poppleton, York.

PRESENT

Councillor Anne Hook (Chairman)

Councillor Richard Bramall
Councillor Bill Bunyan
Councillor Ted Kendall
Councillor John Pannell
Councillor Stuart Robson

Mr David Doggett
Mr David Fraser
Mr John Middleton
Mr David Thompson

Mr James Mackman (Clerk)

City of York Councillor Janet Hopton

PUBLIC PARTICIPATION

None

05.174 - TO ELECT A CHAIRMAN

Vice-Chairman John Pannell opened the meeting and asked for nominations for Chairman. Councillor Hook was nominated and seconded and elected to be Chairman. Councillor Hook signed the Chairman's Declaration of Office.

05.175 - TO ELECT A VICE-CHAIRMAN

It was agreed that Councillor Pannell would continue as Vice-Chairman.

05.176 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

Stuart Robson was co-opted on to the Parish Council and introduced himself to the Councillors present.

05.177 - CONFIRMATION OF SIGNING THE DECLARATION OF OFFICE

The Clerk confirmed that Councillor Robson had signed the Declaration of Office.

05.178 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations of interest.

05.179 - TO RECEIVE APOLOGIES FOR ABSENCE

No apologies for absence were received.

05.180 - TO RECEIVE A PRESENTATION FROM POPPLETON COMMUNITY TRUST

Dave Doggett, the Chairman of the Community Trust, gave a presentation using a flipchart as an aid. He showed the updated business plan and the money received from "Fun Raising" which is projected to be £13,600 by December. Centre usage has risen. There are now more than 30 clubs and organisations using the Centre on a regular basis. The car park has been resurfaced through a large grant though the PCT has had to make up the difference of £7,000 between the grant and the cost of the work. The servery has now been refurbished. Mr Doggett asked the Parish Council it would make grant towards the cost of the car park.

At this point it was agreed that agenda item 05/193 be brought forward in the agenda.

05.193 - TO SEEK CLARIFICATION OF THE PARISH COUNCIL'S DECISION TO MAKE A CONTRIBUTION TO POPPLETON COMMUNITY TRUST (SEE MINUTE 05.026)

It was agreed that the Parish Council's decision to fund half the cost of a manager (£750) for every month he/she was employed up to 31 March 2006 would stand. Any surplus from the £9,000 raised in the precept would be carried forward in the reserves to the next financial year. It was agreed that no decision could be made on the contribution towards the cost of resurfacing the car park as this was not on the agenda for the meeting.

05.181 - TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 SEPTEMBER 2005

The minutes of the meeting held on 12 September 2005, having been circulated and read, were accepted and signed as a true record.

05.182 - TO APPOINT A MEMBER TO

(a) Joint Emergency Committee

Councillors Bramall and Kendall were appointed.

(b) Yorkshire Local Councils Associations

Councillor Hook was appointed.

(c) Poppleton Community Trust Representative/Observer

After discussion it was agreed that Councillor Kendall would be the Parish Council's observer to the PCT. He would not participate in any of the Trust's deliberations but only report back on the Trust's proceedings.

05.183 - CLERK'S REPORT

(a) Progress on the "Working With Your Council" course (Min. 05.153a)

The Clerk reported that the next mentor meeting will be at Tadcaster on 17 October when the subject will be Community Action.

(b) Vehicle Activated Sign in Long Ridge Lane (Min. 05.153b)

The Clerk reported that David Webster of the City Council had written to say, "*Neil Soloman is now dealing with the Vehicle Activated Sign trials. We have concerns that your proposed lamppost is partially hidden and motorists may not see the sign, and the sign may not detect the vehicle speeds sufficiently early for it to be effective. Neil was*

tasked with identifying an alternative location for the sign and reporting through you to both PCs. From my visits it would appear that this may require a solar powered sign on the verge on the opposite side of the road".

(c) *Putting the Parish Council's website on the Local Channel (Min. 05.153d)*

Still no progress on this subject.

(d) *Updating the Parish Council's Financial Regulations (Min. 05.153f)*

Now that a new Chairman has been elected it is hoped to have a draft set of Financial Regulations to present to the meeting in November.

(e) *Public Right of Way for the Brackenhills/ Green snicket (Min. 05.161)*

A letter from the City Council has just been received. This gives three different courses of action. It was agreed that the letter be circulated prior to the next meeting so that Councillors will be aware of what choices of action there are.

(f) *Progress on the refurbishment of allotments 4a and 4b (Min. 05.168)*

A second rubbish skip has been acquired. It is hoped that the JCB will be able to skim the surface of the allotment within the next few days.

05.184 - FINANCE

(a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 10 October 2005. The report reflected the receipts and payments below. The bank balances at 10 October were:

Current Account Business Account	Money	£100.00	Manager
		£21,928.23	
<i>i. Accounts to pay (net of VAT);</i>			
James Mackman	Clerk's salary net- September	£396.06	
James Mackman	Postage & Phones	£9.09	
Inland Revenue	Tax & NI	£143.19	
Mazars	External audit fee	£120.00	
<i>ii. Accounts paid (net of VAT)</i>			
Baron Landscape	Grass cutting - August	£270.00	
Shaw & Sons Ltd	Local Councils Finance	£14.95	
Poppleton Community Trust	Contribution to Manager's salary - September	£295.89	
<i>iii. Income Received</i>			
HSBC	Bank interest	£0.05	
City of York Council	Interest	£4.93	
City of York Council	2nd half-year precept	£10,000.00	
City of York Council	Grass-cutting allowance	£1,877.75	

05.185 - TO RECEIVE CORRESPONDENCE

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

- (a) A proposal form from Allianz Cornhill regarding Officials Indemnity and Libel and Slander which is now combined
- (b) A letter from the City Council acknowledging that they had taken over sole responsibility for the six dog bins
- (c) A letter from the City Council inviting Councillors to a seminar on Development Control which is to be run to help Parish Councils understand the intricacies and pitfalls of the planning procedures. A seminar is planned for Monday 28 November at the Guildhall. All Councillors expressed an interest in attending the seminar.
- (d) The completed Annual Return from Mazars who had no comments on the audit
- (e) Shaw & Sons - A copy of Local Council Finance

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

- (a) Bartlett Tree Experts - Advice leaflet
- (b) Greater York Community Archaeology - Newsletter September 2005
- (c) HM Revenue & Customs - Employer's Bulletin, Issue 21
- (d) Martin House - Newsletter August 2005, No. 44
- (e) Nether Poppleton Parish Council - Minutes of 15 August
- (f) Poppleton Ward Residents Association - Minutes of 27 July
- (g) YCVS - Voluntary Voice - October 2005
- (h) YLCA - White Rose update - Issue 5/05 & papers
- (i) Yorwaste - Report 2004-05
- (j) YRCC - Annual Report

05.186 - TO RECEIVE PLANNING COMMITTEE REPORT

05.186a - 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.

05.186b - Councillors' comments

No comments.

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

(a) Vandalism

The two seats in front of the Methodist Church had been uprooted and moved but not damaged. The Clerk, using his delegated powers, had asked Ken Falkingham to put the seats back in their respective places and secure them to the paving stones. The Councillors confirmed their approval of the Clerk's action.

(b) Other reports

- i. White lines have been painted, parallel to the kerb, on Hodgson Lane between the Red Lion and the Lord Collingwood. The Clerk was deputed to ask the City Council why the lines have been painted.

- ii. The newly resurfaced footpath near the pump on the Green is quite narrow for a short space. The Clerk was deputed to find out why this was the case.
- iii. The pavement in Long Ridge Lane where the workmen are building three new bungalows behind *The Kloof* is in a poor state of repair and has a big depression in it. The Clerk was deputed to advise the City Council of this.
- iv. Councillor Kendall produced photographs of builders' vehicles parked half on the pavement near *The Kloof*. This was making it difficult for pedestrians. The vehicles are being parked on a bend and are creating a dangerous situation for drivers. The Clerk was deputed to contact PC Fenwick and convey the Parish Council's concerns.

05.188 - TO CONSIDER ITEMS RELATING TO THE VILLAGE GREENS

(a) *Trees* - No report

(b) *Events* -

i. To consider issues regarding fencing around the Christmas Tree

The Clerk reported that the insurance company did not require a fence to be put round the Christmas Tree only that it must be erected by a competent person, electrical devices must be connected to a mains supply by a qualified electrician with their own Public Liability Insurance and that the tree must be regularly inspected especially in cases of bad weather. It was agreed that the Church be supplied with these details as and when the Parish Council receives a request for permission to erect a Tree.

ii. To agree to acquire a wreath for Remembrance Sunday

It was agreed that the Clerk should acquire a wreath for the Chairman to lay on the War Memorial on Remembrance Sunday.

(c) *Maintenance*

i. To consider recommendations from the culvert working party

The culvert working party had met prior to the Parish Council meeting. The members had watched a video recording of the inside of the culvert and had the problems explained by Jim Cavanagh of the City Council. Mr Cavanagh is of the opinion that a manhole with a silt trap constructed near Westfield Lane should stop much of the silt from being sent down the pipes under the Green. The City Council has not yet made a decision to fund the silt trap. The Councillors agreed that if the silt trap is built and proves to be successful the Parish Council would take no action on repairing the culvert. If the City Council decides not to build the silt trap and/or the silt is seen to be building up in the future the Parish Council will review the situation.

ii. To consider quotations for repainting the Maypole

No quotations had been received.

iii. The City Council has left many bare patches of earth on the Green as a consequence of resurfacing the footpath. The Clerk was deputed to ask the City Council to carry out the appropriate remedial work.

iv. Councillor Bramall reported several incidences of disruptive behaviour on the Green. It was agreed that PC Fenwick and PCSO Boumphrey be invited to the November

Parish Council meeting so that they could inform the Councillors of the action they were planning to take and field questions from the Councillors.

05.189 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

There were no reports.

05.190 - TO CONSIDER MAKING A DONATION TOWARDS A BEACON FOR THE TRAFALGAR WEEKEND

It was agreed that the Parish Council makes a contribution, under Section 137 of the Local Government Act 1972, to the cost of a brazier to be used as the base of a beacon for the Trafalgar celebrations.

05.191 - TO DISCUSS THE IMPLEMENTATION OF A PARISH PLAN

Councillor Kendall talked about the Parish Plan and said that it would be ideal if there were two Nether Poppleton Parish Councillors on the Working Group.

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

It was agreed that there is enough information to put into a Newsletter but that it should be in a different format from previous Newsletters. The Councillors agreed to submit paragraphs of news to the Clerk.

05.193 - TO SEEK CLARIFICATION OF THE PARISH COUNCIL'S DECISION TO MAKE A CONTRIBUTION TO POPPLETON COMMUNITY TRUST (SEE MINUTE 05.026)

See minute above.

05.194 - TO CONSIDER MAKING A FINANCIAL CONTRIBUTION TOWARDS THE HIRE OF A SKATEBOARD RAMP

Following on from the report of a successful skateboarding session at the Community Centre Open Day and the Ward Committee's decision to fund three more sessions before the New Year it was agreed that the Parish Council would look at the possibility of funding further sessions after the results of the proposed sessions had been analysed and their success measured.

05.195 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
15 October	YRCC - AGM	Thorpe Willoughby Village Hall/ 2.00pm	
19 October	Ward Committee	Copmanthorpe School/ 7.00pm	All
25 October	York Open Planning Forum	Denham Room, Priory Street Centre/ 7.30pm	Bunyan
2 November	Time Team presentation	Methodist Church Hall/ 7.00pm	All
3 December	Christmas Market	Tithe Barn/ All day	

05.196 - TO RECEIVE CITY COUNCILLORS' COMMENTS

No comments.

05.197 - TO RECEIVE COUNCILLORS' COMMENTS

There were no comments.

05.198 - DATE OF NEXT MEETING

The date of the next meeting was agreed as Monday 14 November 2005 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.46pm.

CHAIRMAN

.....DATE