

UPPER POPPLETON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON
AT 7.30PM ON MONDAY 13 FEBRUARY 2006**

PRESENT

Councillor Anne Hook (Chairman)

Councillor Richard Bramall
Councillor Ted Kendall
Councillor Kate Richardson
Councillor Stuart Robson

City of York Councillor Janet Hopton

Mr James Mackman (Clerk)

06.025 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

There were no new Councillors.

06.026 - CONFIRMATION OF SIGNING THE DECLARATION OF OFFICE

There was no-one to sign a declaration.

06.027 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations.

06.028 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors John Pannell and Liz Reese.

**06.029 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9
JANUARY 2006**

The minutes of the meeting held on 9 January 2006, having been circulated and read, were accepted and signed as a true record.

06.030 - PUBLIC PARTICIPATION*

None

06.031 - To receive the Clerk's Report

(a) Progress on the portfolio (Min. 06.006a)

The Clerk said that he had been unable to do any work on his portfolio since the January meeting.

(b) Vacant allotment (Min. 06.006b)

No further news on the vacant allotment though it is anticipated that an allotment agreement will be signed before 1 April, the start of the new financial year.

(c) Newsletter update (Min. 06.006d)

The Newsletters have been printed and most have been delivered by the Councillors.

(d) Brackenhills/The Green snicket (Min. 06.006e)

The City Council officers are still looking at this subject. The Clerk said that he hoped to be able to report progress at the March Parish Council meeting.

(e) *HM Customs & Revenue online filing (Min. 06.008.1b)*

The Clerk reported that the Parish Council is now able to file tax and National Insurance details online. This will give the Parish Council the sum of £250. This sum will be offset against income tax due.

06.032 - FINANCE

(a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 13 February 2006. The report reflected the receipts and payments below. The bank balances at 13 February were:

Current Account		£200.00
Business Account	Money	Manager
		£25,273.87

i. Accounts to pay (net of VAT);

James Mackman	Clerk's salary net- January	£396.18
James Mackman	Postage & phones	£8.68
Inland Revenue	Tax & NI	£142.95
SLCC	Proportion of the Clerk's subscription	£48.01
Peter Turpin & Associates	Newsletter printing	£259.00
Poppleton Methodist Church	Room hire 9 January	£11.00

ii. Accounts paid (net of VAT)

Poppleton Community Trust	Contribution to Manager's salary - January	£750.00
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iii. Income Received

HSBC	Bank interest	£0.07
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06.033 - TO RECEIVE CORRESPONDENCE

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

A letter from Mrs Routledge in which she apologised for not providing the key to the Church Hall for the January meeting.

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

- (a) CPRE - North Yorkshire Voice - January 2006
- (b) CYC - Knapton Village Design Statement
- (c) CYC - Parish Precept calculation
- (d) CYC - Parish Review
- (e) CYC-Your Ward - February 2006
- (f) npower-Electricity price increase
- (g) Nether Poppleton Parish Council - Minutes of 21 November
- (h) Poppleton Ward Residents Association - Minutes of 30 November
- (i) SLCC - The Clerk, Vol 36 No. 1 - January 2006
- (j) YCVS - York Voluntary Voice - February 2006

- (k) YLCA - Minutes/agendas/Training seminar notice
- (l) YLCA-Regional Spatial Strategy
- (m) YLCA - White Rose Update etc February 2006
- (n) YOPF - Newsletter, January 2006

06.034 - TO RECEIVE THE PLANNING COMMITTEE REPORT

06.034a - 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.

06.034b - Councillors' comments

No comments.

06.034c - To appoint another member to the Planning Committee?

Councillor Robson was elected to be the fourth member of the Planning Committee.

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

(a) Vandalism

No reports

(b) Other reports

No reports

06.036 - VILLAGE GREENS

(a) Trees

No report

(b) Events

i. To consider a request to erect an Easter Cross on the Green

A letter from the Methodist Church request permission for the erection of a cross on the Green was read. It was resolved to agree to the request.

ii. It was agreed that Poppleton Children's Sports Day could be held on the Green on 29 May.

(c) Car parking

No report

(d) Maintenance

i. To consider the offer of the City Council to fund half the cost of demolishing and clearing away the existing brick bus shelter and agree to fund the remaining half

The Clerk read out a letter from Mr M Walker who expressed his opposition to the replacement of the bus shelter. It was agreed that the Clerk, in consultation with the Chairman, would write a suitable reply. After a short discussion the Councillors confirmed their decision, made at the meeting in January, to replace the bus shelter and accepted the City Council's offer of funding the demolition and clearing away of the existing bus shelter on a 50:50 basis.

ii. To agree the design for a replacement bus shelter

The City Council had written to say that it would prefer a bus shelter from the Queensbury Arun range. The Councillors agreed that the new bus shelter should be a barrel-vaulted model from this range. Details of the bus shelter are to be agreed by the Councillors before the new shelter is erected.

06.037 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Kendall gave a detailed report on the York Branch of the YLCA meeting held on 2 February 2006. Minutes of the previous meeting contained comprehensive details of City of York Councillor Galloway's address to that meeting.

Another notable item at the meeting concerned Village Design Statements (VDS). There was much discussion on the processes for setting up a VDS and experiences of those villages that have one were shared. Some representatives mentioned that their VDS seemed to have been overridden by CYC in recent planning approvals.

06.038 - PARISH PLAN

(a) To receive a progress report

Councillor Kendall reported that he and Councillor David Tomlinson from Nether Poppleton had attended the Parish Plan briefing held by the YRCC on 11 February. Topics discussed had included Steering Committees, engaging the whole community, questionnaire design and delivery and action planning. The benefits of a software program developed by the Leeds Metropolitan University and called "Compass" were discussed. Whilst this can be borrowed on a laptop computer for one month it is possible to buy it outright for £127. The program would be valuable not only for the Plan but also for any future event when an analysis of responses or results might be necessary and where questions could be developed from scratch if required.

(b) To agree to the purchase of software program called "Compass".

Based on the recommendation of Councillor Kendall it was resolved to "go halves" with Nether Poppleton Parish Council in purchasing this program.

06.039 - TO DISCUSS GIVING A £600 GRANT TOWARDS WAGES FOR THE POPPLETON YOUTH ACTION GROUP

It was agreed to give a £600 grant. The cheque was made out and handed to Councillor Hopton.

06.040 - TO CONSIDER THE VENUE FOR FUTURE MEETINGS

Under the new licensing laws the whole of All Saints Church Hall is licensed. Under the Local Government Act 1972, Schedule 12, paragraphs 7 and 23 Parish Council meetings may not take place in licensed premises unless no other suitable room is available free of charge or at a reasonable cost. It was agreed that no other suitable room is available and that future meetings would continue to be held in the Church Hall.

06.041 - TO AGREE THAT COUNCILLORS SHOULD ATTEND A COUNCILLORS SKILLS COURSE

It was agreed that Councillors Bramall, Kendall and Robson should attend the skills course to be held on 11 April at a cost of £17.02 each.

06.042 - TO AGREE TO FUND ATTENDANCE AT THE SLCC REGIONAL CONFERENCE

It was agreed that the Parish Council should fund the Clerk's attendance at the SLCC Regional Conference in Harrogate on 29 March at a cost of £40 plus travelling expenses.

06.043 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
15 February	Ward Committee	Poppleton Ousebank School/ 7.30pm	All
28 February	YOPF	Denham Room, York CVS, Priory Street/ 7.00pm	
29 March	SLCC Regional Conference	Cairn Hotel, Harrogate/ 10.00am	Clerk
11 April	YLCA Councillors Skills	William House, Skelton/ 7.30pm	Bramall, Kendall, Robson

06.044 - TO RECEIVE COUNCILLORS' COMMENTS

Councillor Hook congratulated Councillor Hopton on being appointed Lord Mayor Elect.

06.045 - TO RECEIVE CITY COUNCILLORS' COMMENTS

Councillor Hopton

- (a) Thanked the Parish Council for the £600 cheque for Poppleton Youth Action Group.
- (b) Mentioned that another litter bin could be provided for the Green. It was agreed that Councillor Bramall would look for an appropriate place for the bin.
- (c) Mentioned the incidence of cars parked half on the pavement and half on the road in Station Road. This prompted a discussion.

06.046 - DATE OF NEXT MEETING -

The date of the next meeting was agreed as Monday 13 March 2006 at 7.30pm

There being no other business the Chairman closed the meeting at 9.47pm.

CHAIRMAN2006

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