

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON AT 7.30PM ON MONDAY 8 MAY 2006

PRESENT

Councillor Anne Hook (Chairman)

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

City of York Councillor Janet Hopton (to
8.10pm)
City of York Councillor Glen Bradley
(from 8.20pm)

Mr James Mackman (Clerk)

06.091 - ELECTION OF CHAIRMAN

Councillor Hook was re-elected Chairman.

06.092 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Hook signed the Declaration.

06.093 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

There were no new Councillors.

06.094 - CONFIRMATION OF SIGNING THE DECLARATION OF OFFICE

There was no one to sign a declaration.

06.095 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations.

06.096 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Liz Reese and Kate Richardson.

06.097 - ANNUAL APPOINTMENTS

| OFFICE | COUNCILLORS |
|----------------------------------------------------|---------------------------------------|
| Vice-Chairman | Pannell |
| Joint Emergency Committee | Hook, Pannell, Kendall and Robson |
| General Purposes Committee | Hook, Pannell, Kendall and Robson |
| Planning Committee | Richardson, Bramall, Robson and Reese |
| Ainsty Group of Parishes Representatives | Richardson and Pannell |
| Cycle/Footpath Parish Links Representative | Bramall |
| Neighbourhood Watch Co-ordinators | Reese and Hook |
| Poppleton Community Trust Observer | Kendall |
| Poppleton Ousebank School Governors Representative | Hook |
| Poppleton Youth Action Group | Richardson |
| Sugar Factory Liaison Committee Representative | Hook |

| | |
|-------------------------------------------------------|------------------|
| Ward Committee Representatives | Hook and Pannell |
| York Open Planning Forum Representative | Pannell |
| Yorkshire Local Councils Associations Representatives | Hook |

06.098 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 APRIL 2006

The minutes of the meeting held on 10 April 2006, having been circulated and read, were accepted and signed as a true record.

06.099 - PUBLIC PARTICIPATION*

None

06.112 - TO RECEIVE CITY COUNCILLORS' COMMENTS

It was agreed that Councillor Hopton should make her comments at this point on the agenda as she has was due at another Parish Council meeting.

Councillor Hopton mentioned

- (a) The improvements to the junction of Hodgson Lane with the A59 have been put on a reserved list.
- (b) The North Yorkshire probation Service organises labour under its "Community Payback" programme.
- (c) PACE (which deals with aiming to give work to homeless people) also does work for free.
- (d) The upkeep of seats which are situated next to public highways may be subject to double taxation and money available from the City Council for their upkeep. There are four qualifying seats in Upper Poppleton, three in Station Road, one in Main Street opposite the Library and one in Dikelands Lane opposite Montague Walk.
- (e) That street signs erected by the City Council should conform to the criteria laid out in the Village Design Statement.
- (f) That she will not be attending Parish Councils for the next year whilst she tends to her Lord Mayoral duties.

The Parish Councillors gave Councillor Hopton their best wishes for a successful year as Lord Mayor.

*** Councillor Hopton left the meeting at this point on the agenda.**

06.100 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on the portfolio (Min. 06.074a)

The Clerk reported that he is gathering papers together for his portfolio.

(b) Bus shelter on the Green (Min. 06.074.d)

No news.

(c) Culvert silt trap (Min. 05.210ci)

The City Council is currently carrying out the culvert silt trap works in Hodgson Lane which has been closed for a few days to facilitate the work.

***Councillor Bradley arrived at this point in the agenda**

06.101 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 8 May 2006. The report reflected the receipts and payments below. The bank balances at 8 May were:

| | | |
|------------------|-------|------------|
| Current Account | | £200.00 |
| Business Account | Money | Manager |
| | | £19,198.47 |

(b) To agree accounts for payment (*net of VAT*):

| | | | |
|-----|----------------|-----------------------------------|---------|
| 908 | James Mackman | Net salary - April | £410.02 |
| 909 | Inland Revenue | Income Tax and National Insurance | £147.08 |
| 910 | James Mackman | Stationery etc. | £27.60 |
| 911 | James Mackman | Stationery etc | £22.37 |
| 912 | James Mackman | Net salary - May | £405.76 |
| 913 | Inland Revenue | Income Tax and National Insurance | £147.30 |

(c) To receive a report on income received

| | | |
|----------------------|-------------------------------------------|-----------|
| Allotment holders | Allotment rents | £20.00 |
| HSBC | Interest | £0.09 |
| City of York Council | 1 st instalment of the precept | £6,750.00 |

(d) To sign the Annual Return

The Clerk handed out a copy of the Parish Council's Schedule of Financial Risks and gave the Councillors a detailed explanation of each heading. It was agreed that the Chairman would carry out an internal audit in order to conform to the requirements of the Statement of Assurance on the Annual Return. It was agreed that the Chairman and the Clerk should sign Sections 1 and 2 on the Annual Return.

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

It was resolved that the Parish Council would subscribe to the following organisations in the forthcoming year. YRCC, YLCA, YNET, SLCC, CPRE and York Open Planning Forum. It was agreed that next year the list of subscriptions would be considered at the April meeting, before the majority of them become due. It was agreed that the Parish Council would not subscribe to the CPRE next year.

(f) To consider renewing the insurance policy with Allianz Cornhill - £899.04

It was resolved that the premium of £899.04 be paid.

06.102 - TO NOTE CORRESPONDENCE RECEIVED

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

- A note from the CPRE advising of a tour of the Castle Howard Arboretum on 21 June as part of the organisation's 80th Anniversary celebrations.
- A letter from the City Council asking for the Parish Council's views on the effectiveness of the recently installed Vehicle Activated Sign in Long Ridge Lane.
- A letter from the Environment Agency acknowledging that only a few houses in Poppleton are at risk from flooding by the River Ouse. It was agreed that the Clerk

should reply and tell the Environment Agency to make this point clear in their publications.

(d) A Discussion Paper from the ODPM on Byelaws

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

(a) Clerks & Council Direct, Issue 45 - May 2006

(b) CPRE - Annual report April 2006

(c) Marston Moor Drainage Board - an audit notice to go on the Parish Council's notice board. This had arrived unfranked and cost £1.21 in postage due

(d) Poppleton Ward Residents Association - Minutes of 29 March

(e) YCVS - York Voluntary Voice, May 2006

(f) YLCA - White Rose update, April 2006

(g) YOPF - Newsletter, April 2006

06.103 - TO RECEIVE THE PLANNING COMMITTEE REPORT

06.103a - Plans pending and Planning Committee Comments

The Clerk circulated a list of planning applications which superseded the list he had circulated prior to the meeting. The list showed the 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.

06.103b - Councillors' comments

No comments.

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

(a) Vandalism

- i. One of the arms on the seat opposite the bus stop has now been removed.
- ii. The phone box on the Green has had three windows broken and a metal cross-piece has been broken off.

(b) To discuss the adequacy of the litter bin near the Post Office

It was agreed that the City Council be asked to replace the litter bin near the Post Office with a bin that gives an element of protection in wet weather.

(c) To discuss the 30 mph signs in Station Road

It was agreed that the new 30mph signs at the top of Station Road with the large yellow rectangle as a background are not in keeping with the ambience of the village. The new signs do not conform to Design Guideline 33 of the Village Design Statement which says "Street furniture should be sympathetic to its location". The Clerk was deputed to write to the City Council to ask for the old signs to be reinstated.

(d) Other reports

None

06.105 - VILLAGE GREENS

(a) Trees

No report

(b) *Events*
No report

(c) *Car parking*
No report

(d) *Maintenance*

i. *To consider having all the village pumps refurbished*

It was agreed that quotations should be obtained for refurbishing the four village pumps.

ii. *To consider feedback from the maypole painter*

Graham Wood, the maypole painter, had reported that the repairs to the maypole could be in the region of £40-£70 but that it would cost about £200 to do a survey. It was resolved that the painting should proceed without a survey but after Yorventure had made a decision on the level of grant, if any, that they would award.

06.106 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Kendall gave a report on the Ward Committee meeting held on 26 April when the main subject was the recycling of plastic.

06.107 - TO RECEIVE A PROGRESS REPORT FROM THE PARISH PLAN WORKING GROUP

Councillor Kendall reported that he and David Tomlinson had approached fifteen residents of whom eight had agreed to serve on the Parish Plan Working Group. It is hoped that the Group will be able to appoint a Chairman and be functioning by midsummer.

06.108 - TO REVIEW THE LATEST DRAFT OF THE SPRING NEWSLETTER AND AGREE PRINTING AND DISTRIBUTION

The Councillors commented on the draft Newsletter prepared by Councillor Hook. With a couple of minor amendments and the addition of a photograph of the Vehicle Activated Sign in Long Ridge Lane it was resolved that the Newsletter should be printed and that it would be distributed by the Councillors.

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

As the Councillors present at the meeting were exactly the same as those on the photograph currently on the Parish Council's website it was agreed to postpone the taking of a new photo.

06.110 - TO NOTE FORTHCOMING MEETINGS

| Date of Meeting | Meeting | Venue/ Time | Councillor Attending |
|-----------------|--------------------------|--------------------------------------|------------------------|
| 11 May | Development Control | Guildhall/ 7.00pm | Pannell, Reese |
| 1 June | YLCA York Branch AGM | Tithe Barn, Nether Poppleton/ 7.30pm | Hook |
| 25 September | Ainsty Group of Parishes | Tithe Barn, Nether Poppleton/ 7.30pm | Richardson and Pannell |

06.111 - TO RECEIVE COUNCILLORS' COMMENTS

(a) *Councillor Bramall* mentioned that a new litter bin has been put near the bus shelter on the Green.

(b) *Councillor Hook* reminded Councillors that they could ask for items to be put onto an agenda prior to a meeting rather than wait for Councillors' Comments. This would enable decisions to be made without having to wait a whole month before a decision could be made.

06.112 - TO RECEIVE CITY COUNCILLORS' COMMENTS

See above after agenda item 06.099.

06.113 - DATE OF NEXT MEETING -

The date of the next meeting was agreed as Monday 12 June at 7.30pm.

There being no other business the Chairman closed the meeting at 9.27pm.

CHAIRMAN2006

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