

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON AT 7.30PM ON MONDAY 11 SEPTEMBER 2006

PRESENT

Councillor Anne Hook (Chairman)

Councillor Vivien Crabb

Councillor Ted Kendall

Councillor John Pannell

Councillor Liz Reese

Councillor Kate Richardson

Councillor Stuart Robson

Mr Neil Hildreth

Mr Andre Scruton

Mr James Mackman (Clerk)

06.158 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

The Chairman welcomed Vivien Crabb to her first meeting as Councillor.

06.159 - CONFIRMATION OF SIGNING THE DECLARATION OF OFFICE

The Clerk confirmed that Councillor Crabb had signed a Declaration of Office.

06.160 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations.

06.161 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Richard Bramall.

06.162 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 JULY 2006

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

06.163 - PUBLIC PARTICIPATION

Mr Hildreth said that he was attending the meeting because of his interest in the agenda item about creating more car parking spaces outside the White Horse. Mr Scruton said that he was attending with regards to the agenda items about the Lord Collingwood. It was agreed that agenda item 06.169 would be brought forward to this point in the agenda

06.169 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

No report

(b) Events

No report

(c) Car parking

i. *To consider a plan for creating more parking space in the car park by the shops*

Greg Watson's plan of a suggested rearrangement of the car park had been circulated prior to the meeting. The scheme was approved by the Councillors. It was agreed that the

Clerk should contact the City Council to see if there could be agreement in principle for the scheme.

ii. *To consider the provision of a parking bay for the disabled by the shops*

It was agreed that the new scheme should include one car parking space for the disabled.

iii. *To consider provision for parking bicycles by the shops*

It was agreed that the Clerk should ask the City Council if it would install a cycle rack behind the bus shelter. It was also agreed that the Co-op be asked if it would provide for bicycle parking outside their shop.

(d) *Maintenance*

i. *To discuss the reason for the removal of the fence posts in the car park by the Lord Collingwood*

It was reported that the fence posts had not been knocked down by vandals as recorded in the June 2006 minutes (06.124a). They had been taken down by the Lord Collingwood's previous tenant who had mistakenly thought that the fence belonged to the pub and he was making an access through the car park for the brewery dray. It was agreed that the Clerk should write to the tenant to point out that the car park and the fencing are Parish Council property.

ii. *To discuss the signage on the Green outside the Lord Collingwood*

It was reported that advertising signs had been erected on the Green in Hodgson Lane and on the fence in the car park by the Lord Collingwood. The Councillors were advised that such signs are not allowed in a Conservation Area unless planning permission has been granted. The Clerk was asked to write to the tenant of the Lord Collingwood to ask that he remove the advertising sign from the fence immediately. Should he wish to erect any signs in the future he would first have to obtain the Parish Council's permission and then receive planning permission from the City Council.

06.164 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on the portfolio (Min. 06.141a)*

The Clerk is working on his portfolio.

(b) *Progress on the bus shelter on the Green (Min. 06.141b)*

The barrier round the new bus shelter had been removed and the shelter is being used.

(c) *Progress on the Maypole grant claim (Min. 06.141c)*

The day after the last Parish Council meeting Yorventure had asked for two more quotations for repainting the maypole and three letters of support from local organisations. The Clerk had arranged for these to be produced and sent to Yorventure in time to meet the grant period commencing on 1 September. Confirmation had been received that the paperwork was in order and that consideration would be given to the grant claim.

(d) *Progress on repairs to the damage to the phone box on the Green. (Min. 06.145a)*

It was reported that the damage to the phone box had been repaired but that another pane of glass has been broken.

(e) *Progress on replacing the 30 mph signs in Station Road (Min. 06.145c)*

The yellow backing plate of the new 30mph signs has been removed.

(f) *Progress on clearing the vegetation in front of the "Upper Poppleton" sign in Hodgson Lane (Min. 06.145d)*

The Clerk had written to the City Council about the vegetation. The result of an exchange of emails had led him to write to the owners of York House to ask that they trim back their hedge so that the whole of the sign is exposed.

(g) *Progress on removal of the suckers at the bottom of the tree opposite the White Horse Inn. (Min. 06.146a)*

Greg Watson has removed the suckers.

(h) *Progress on refurbishment of three pumps (Min. 06.146d)*

The three pumps have been refurbished.

06.165 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report showing the actual income and expenditure for the current financial year for the period to 11 September 2006. The report reflected the receipts and payments below. The bank balances at 11 September were:

Current		
Account		£200.00
Business	Money	Manager
Account	£18,871.46	

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

934	James Mackman	Net salary - August	£408.00
935	Inland Revenue	Income Tax & National Insurance	£147.08
936	Poppleton Youth Action Group	Donation	£1,000.00
937	Peter Turpin Associates	Spring Newsletter printing	£259.00
938	Yorkshire Water	Allotment water	£5.87
939	Baron Landscape	Grass cutting July & August	£405.00
940	James Mackman	Net salary - September	£407.78
941	Inland Revenue	Income Tax & National Insurance	£147.30
942	James Mackman	Clerk's expenses	£7.72

(c) To receive a report on income received

Allianz Cornhill	Insurance premium refund on bus shelter	£127.49
HSBC	Interest	£110.19
H M Revenue & Customs	VAT refund	£178.49

(d) To receive and approve the Accounts for the year ended 31 March 2006

The Clerk reported that the auditor had returned the books and that there were no comments or observations about the books or accounts for the last year. The Clerk presented an Income and Expenditure Account for the year ended 31 March 2006, a Balance Sheet and a statement showing Section 137 payments. The Councillors accepted the accounts and agreed that the Chairman should sign them.

(e) *To agree to buy a UPS (Uninterrupted Power Supply) for the Clerk's computer - £60*
It was agreed that this item should be bought.

06.166 - TO NOTE CORRESPONDENCE RECEIVED

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

- (a) A letter from the 3rd Poppleton Brownies thanking the Parish Council for the donation
- (b) A letter from Poppleton Luncheon Club thanking the Parish Council for the donation
- (c) A letter from the City Council regarding a proposal to introduce a 20mph speed limit in Poppleton Park. It was agreed that this subject should be left to Nether Poppleton Parish Council to decide.

06.166.2 - The correspondence listed below had been circulated prior to the meeting

- (a) City of York Council - Draft Local Plan - proposals maps
- (b) Encams - A booklet on Litter & the Law
- (c) Nether Poppleton Parish Council - minutes of the meeting of 19 June
- (d) Nether Poppleton Parish Council - minutes of the meeting of 17 July
- (e) North Yorkshire Criminal Justice Board - North Yorkshire CJB, Issue 2
- (f) NYCC - notice of adoption of the Minerals & Waste Development Framework
- (g) Poppleton Ward Residents Association - Minutes of 28 June meeting
- (h) YCVS - Voluntary Voice Jul-Aug 2006
- (i) York Open Planning Forum - Newsletter, August 2006
- (j) Yorwaste - Yornews - Issue 16, Summer 2006

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

- (a) Clerk & Councils Direct - September 2006, Issue 47
- (b) CPRE - Fieldwork, Sep 2006
- (c) CYC - Your City, Issue 14, September 2006
- (d) Martin House - Newsletter, August 2006
- (e) SLCC - The Clerk, September 2006 - Vol. 36 No. 5
- (f) YLCA - Country Air, Summer 2006 - No. 101

06.167 - TO RECEIVE THE PLANNING COMMITTEE REPORT

(a) 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.

(b) Councillors' comments

No comments.

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

(a) Vandalism

No report other than the broken pane of glass in the telephone box.

(b) To discuss the CYC response re the litter bin near the Post Office

In an email Andy Williams the City Council's Street Environment Officer said he had carried out a survey of all Poppleton's litter bins. He thinks a way forward would be to look at litter bin provision in the village to see if this can be rationalised e.g. installing an

adequately sized bin of appropriate design in the right location may be of more use to residents than existing provision of two basket type bins. The Councillors agreed that this was a good idea and the Clerk was asked to contact Mr Williams.

(c) To receive other reports

- i. The Clerk reported that a letter had been received that morning saying that the City Council was planning to install a "No Waiting at any time" zone at the corner of Black Dike Lane and Station Road. Parish Council comments were invited before 3 October. Whilst there was no specific mention of yellow lines in the letter it was agreed that the Clerk respond to the City Council making sure that it is aware that Parish Council policy is for no yellow lines to be painted on any road in the village as they would be detrimental to the village atmosphere. At the same time it is to be pointed out that the City Council has not consulted on the idea of a no parking zone and that the proposed zone is not in keeping with the Village Design Statement.

*** Councillor Reese retired from the meeting at this point in the agenda - 9.01pm**

- ii. Councillor Crabb referred to the incidences of cars being parked on grass verges in the village. It was agreed that this subject be mentioned in the Autumn Newsletter.

06.169 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

See above

06.170 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Kendall, reported on the Poppleton Community Trust Executive meeting held on 1 August when the management handover of the Youth Club building from CYC to the Trust and the contract conditions were discussed. The Youth Club should have been fully re-conditioned by now but work still remains to be completed by the contractors.

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

No report.

06.172 - TO REVIEW THE LATEST DRAFT OF THE SUMMER NEWSLETTER

Councillor Hook had circulated the latest draft of the Summer Newsletter prior to the meeting. It was agreed that this should now be printed and circulated.

06.173 - TO DISCUSS THE POSSIBILITY OF ORGANISING A "YOUNG PERSONS MEETING"

The Councillors agreed that this subject should be pursued in the Parish Plan. It will be mentioned in the Autumn Newsletter.

06.174 - TO DISCUSS SUB-CONTRACTORS INSURANCE

The Clerk said that he had received a copy of Ken Falkingham's public liability insurance. It was agreed that a copy of the public liability insurance document of any contractor working on Parish Council land in the future should be seen.

06.175 - TO DISCUSS THE INSURANCE OF STRUCTURES ON THE GREEN

The Clerk had circulated a schedule of insurances prior to the meeting. It was agreed that the insurance on the maypole should be increased to £7,000.

06.176 - TO DISCUSS THE POSSIBILITY OF THE PARISH COUNCIL USING CLAUSE 20 OF THE CLIMATE CHANGE AND SUSTAINABLE ENERGY ACT 2006 TO ENCOURAGE ENERGY SAVING MEASURES

It was agreed to take no action on this subject.

06.177 - TO CONSIDER AN OPEN DAY IN APRIL 2007

It was agreed in principle that an Open Day be held in April 2007.

06.178 - TO CONSIDER A RESPONSE TO THE PAINTING OF WHITE LINES IN WESTFIELD LANE BY THE CITY COUNCIL

Since the July meeting parallel white lines have been painted in Westfield Lane from the 30mph sign down to the crossroads. It was agreed that the Clerk should write to the City Council in the same terms as in 06.168ci above.

06.179 - TO AGREE A RESPONSE TO THE CITY OF YORK COUNCIL'S DRAFT STATEMENT OF LICENSING POLICY UNDER THE GAMBLING ACT 2005

It was agreed to take no action on this subject.

06.180 - TO CONSIDER SUPPORTING THE WATCH YOUR SPEED CAMPAIGN

The City Council wants to ensure that everyone drives within the speed limit. To this effect it is introducing a Community Speed Watch Campaign. The Parish Council has been asked to support the Campaign, especially the implementation of having yellow and black stickers on wheelie bins with the words "It's our neighbourhood Watch your speed". The Councillors agreed to support the Campaign in principle but were not happy with the yellow signs.

06.181 - TO NOTE THE CHANGE OF USE OF THE POPPLETON NURSERY AND CONSIDER APPROPRIATE ACTION

It was noted that Poppleton Nursery has now closed and that a limited company has been created to preserve and develop the site for community use. Meetings of parties interested in being involved with the development of the site are being arranged. It was agreed that Councillor Robson be the Parish Council's representative at future meetings.

*** Councillor Richardson retired from the meeting at this point in the agenda - 9.57pm**

06.182 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
25 September	Ainsty Group of Parishes	Tithe Barn, Nether Poppleton/ 7.30pm	Richardson and Pannell
26 September	Poppleton Community Trust	Poppleton Community Centre/ 7.00pm	Kendall
5 October	YLCA York Branch	William House, Skelton/ 7.30pm	Hook
14 October	Poppleton Community Trust Open Day	Poppleton Community Centre - all day	All
18 October	Ward Committee	TBA/ 7.00pm	All
24 October	Poppleton Community Trust AGM	Poppleton Community Centre	All

06.183 - TO RECEIVE COUNCILLORS' COMMENTS

Councillor Kendall welcomed the introduction of Action Points that accompanied the previous minutes and it was agreed that these should be produced and circulated after every meeting.

06.184 - TO RECEIVE CITY COUNCILLORS' COMMENTS

None.

06.185 - DATE OF NEXT MEETING -

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

There being no other business the Chairman closed the meeting at 10.05pm.

CHAIRMAN

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