

## UPPER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON AT 7.30PM ON MONDAY 12 FEBRUARY 2007

#### PRESENT

Councillor John Pannell (Chairman)

Councillor Richard Bramall

Two members of the public

Councillor Vivien Crabb

Councillor Ted Kendall

Mr James Mackman (Clerk)

Councillor Kate Richardson

Councillor Stuart Robson

#### 07.021 – TO ELECT A CHAIRMAN

The Clerk told the Councillors that Anne Hook had sent a letter in which she gave her resignation from the Parish Council and therefore the Chairmanship. A new Chairman would have to be elected before business could be started. It was agreed unanimously that Councillor Pannell be appointed Chairman for this and the next two meetings.

#### 07.022 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Pannell signed the Declaration of Office.

#### 07.023 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations.

#### 07.024 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies for absence.

#### 07.025 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 JANUARY 2007

The minutes of the meeting held on 8 January 2007, having been circulated and read, were accepted, after an amendment had been made to minute 07.008e, and signed as a true record.

#### 07.026 - PUBLIC PARTICIPATION

None.

#### 07.027 - TO RECEIVE THE CLERK'S REPORT

*(a) Progress on the Maypole grant claim (Min. 07.005b)*

The date for repainting has been agreed with the painter as the last week in February and the first week in March.

*(b) Progress on the provision for parking bicycles by the shops (Min. 07.005c)*

Andy Voase, the City Council's Cycling Officer, has written to the Co-op regarding cycle provision but has not yet received a reply.

*(c) Progress on the provision of a car parking space for the disabled in the White Horse car park (Min. 07.005f)*

The Clerk reported having been in contact with the City Council regarding the legal requirements for having a parking space allocated and marked for disabled drivers. The proposal would have to be advertised and, assuming that there were no objections, the bay would be painted and an appropriate sign erected on the Green. The Councillors agreed that the City Council should proceed to take the necessary steps to have one parking bay suitably marked. **(Action Clerk)**

(d) *Progress on replacing the broken panes of glass in the Phone box (Min. 07.009ai)*  
All panes of glass have been replaced.

(e) *Progress on the replacement of the missing seat in the bus shelter on the Green (Min. 07.009aai)*

The seat has not yet been replaced. The City Council, which now owns the bus shelter, has been reminded twice that the seat is missing. **(Action Clerk)**

(f) *Progress on repairs to the Coronation seat on Chantry Green (Min. 07.010.d)*  
The seat has been repaired.

## **07.028 - 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 12 February 2007. The report reflected the receipts and payments below. The bank balances at 12 February were:

Current			
Account			£400.00
Business	Money		Manager
Account		£17,984.72	

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

968	Poppleton Community Trust	Donation	£4,000.00
969	Baron Landscape	Grass cutting - October	£270.00
970	James Mackman	Net salary - February	£407.78
971	Inland Revenue	Income Tax & National Insurance	£47.30
972	Ryland Horticulture	Clearing Chantry Green tree limb	£70.00
973	James Mackman	Clerks' expenses and SLCC subscription	£53.22 £60.01

(c) *To receive a report on income received*

City of York Council	Grass cutting allowance	£1,682.87
HM Revenue & Customs	VAT refund	£124.75
Nether Poppleton Parish Council	Contribution towards stationery costs	£41.88

## **07.029 - TO NOTE CORRESPONDENCE RECEIVED**

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

(a) A letter of resignation from Anne Hook

- (b) A tree inspection report from Ryland Horticulture outlining various problems with trees on the Green. It was agreed that the report would be discussed at the next meeting
- (c) A request for an allotment. The Clerk had informed the applicant that he had been put on the waiting list. There are currently two people on the waiting list.

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

- (a) 40twenty Design-Parish Council website creation
- (b) Communities & Local Government - Revised Code of Conduct
- (c) CYC - Draft Supplementary Planning Guidance on Sustainable Design & Construction
- (d) Local Works - Sustainable Communities Bill, 2nd reading
- (e) NALC - Review of the Quality Town & Parish Council Scheme
- (f) North Yorkshire Criminal Justice Board - Working Together for Justice
- (g) PMP Consultancy – Open Space Sport & Recreation Study details
- (h) Poppleton Ward Residents Association - Minutes of 31 January
- (i) Y&NY PFA - The Playing Field, Winter 2006-07
- (j) YCVS - Various papers
- (k) YOPF – Newsletter, January 2007

### **07.030 - 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.

*(a) To appoint another member to the Planning Committee?*

It was agreed that no action would be taken until after the elections in May.

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

*(a) To consider reports on vandalism*

- i. A discussion on vandalism highlighted the importance of the public reporting any incidence of vandalism to the police so that an incident number is given. This action will help the police highlight problem areas.
- ii. The litter bin at the corner of Black Dike Lane and Station Road has disappeared. It was not known if this was vandalism. It was resolved that the Clerk should try to find out why the litter bin had been removed. **(Action Clerk)**

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

It was agreed that a meeting between the Councillors and Andy Williams, the City Council's Street Environment Officer, be arranged for 10.00am on Wednesday 21 February. **(Action Clerk).**

*(c) To receive other reports*

- i. The sign on the Green is leaning at an angle and is to be reported to the City Council. **(Action Clerk)**
- ii. The white background of the UPPER POPPLETON sign in Hodgson Lane is now a greeny yellow colour. The City Council are to be asked to either replace the sign or have it cleaned. **(Action Clerk)**

**07.032 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS**

(a) Trees

- i. *To agree to the complete removal of the remaining part of the lime tree on Chantry Green*

The Councillors considered three quotations for removing the remains of the lime tree. It was agreed that the quotation from Sam Dickson, the Tree Fella, be accepted.

*ii. To agree to replace the lime tree on Chantry Green*

It was agreed that the felled lime tree should be replaced with a beech tree for which three quotations are to be sought. The quotation is to include appropriate fencing for the tree. **(Action Clerk)**

*iii.* It was noted that the branches of the tree that fell out of Blairgowrie are still piled up on the Parish Council's verge in Main Street. It was agreed that the agents for the owners of Blairgowrie should be asked to arrange immediate removal of the branches or the Parish Council would have the branches removed and demand that the owner of the property pay the costs involved. **(Action Clerk)**

(b) Events

It was agreed that Poppleton Children's Sports Day could be held on the Green on 28 May.

(c) Car parking

No report

(d) Maintenance

*To discuss the installation of posts on the pavement in front of the White Horse and Co-op*  
After discussion it was resolved that no action would be taken with regards to this subject.

**07.033 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

*No reports.*

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

No report.

**07.035 - TO RECEIVE A REPORT ON VILLAGE POLICING**

There was no report from the police but Councillor Robson tabled a report by himself and Sergeant Andy Haigh on the meeting with North Yorkshire Police on 22 January. Items on the report related to role and personalities, Police support, current crime, self help and practical auto crime precautions and a list of contacts.

**07.036 - TO REVIEW PROGRESS ON THE FORTHCOMING OPEN DAY**

The Clerk reported that the number of organisations that had booked a table at the forthcoming Open Day was disappointing but that he hoped there would be a full complement on the day.

**07.037 - TO DISCUSS SUGGESTIONS FOR THE NEXT NEWSLETTER**

The Clerk gave Anne Hook's Newsletter file to Councillor Kendall who agreed to take on the production of the Spring Newsletter. **(Action Councillor Kendall)**

**07.038 – TO DISCUSS PROGRESS ON ESTABLISHING OWNERSHIP OF THE OLD COAL YARD AT POPPLETON STATION**

The Clerk reported having received a communication from Network Rail's Community Relations Advisor saying that although the old coal yard is owned by Network Rail it is leased to Jarvis. A contact at Jarvis was named. It was agreed that Jarvis should be asked if they would consider giving up the land for a car park. **(Action Clerk)**

**07.039 - TO AGREE TO FUND ATTENDANCE AT THE YRCC REGIONAL CONFERENCE**

It was agreed that no action be taken on this subject.

**07.040 – TO AGREE THE CLERK’S ATTENDANCE AT THE ELECTIONS SEMINAR AT SELBY ON 19 MARCH**

It was agreed that the Clerk should attend the course at a cost of £5.00 plus travelling expenses. (Action Clerk)

**07.041 – TO DISCUSS THE PARISH COUNCIL’S RESPONSE TO THE CITY COUNCIL’S STANCE ON THE COMMUNITY CENTRE AND THE PLAYING FIELD**

This subject was given a good airing. It was mentioned that Poppleton Parish Councils had given well over £100,000 to the Community Centre over the years. From 1989 to 1996 the Parish Councils were Joint Custodial Trustees of the Community Trust. The Clerk had written a letter to the City Council pointing out that the recent contribution the Parish Council had made to the Trust was a case of double taxation. Two responses from City Council Officers disagreed with this analysis of the payment. The Councillors expressed their extreme concern about the fact that, with the withdrawal of City Council funding, double taxation was needed to keep the Community Centre financially viable. Councillor Kendall said that some of the comments in the City Councils email were incorrect. It was agreed that all the correspondence should be sent to the Community Trust’s Chairman, Secretary and Treasurer. It was agreed that the Clerk should write to the City Council and express the Parish Council’s concerns as outlined above. (Action Clerk)

**07.042 – TO CONSIDER ENTERING THE CALOR GAS VILLAGE OF THE YEAR COMPETITION 2007**

It was agreed that no action be taken on this subject.

**07.043 – TO CONSIDER COUNCILLORS’ ATTENDANCE AT THE “IN THE CHAIR” TRAINING SERIES**

It was agreed that no Councillor would attend.

**07.044 – TO CONSIDER HAVING A NEW PLAQUE ON THE “WHITTAKER” SEAT**

The Councillors considered a request from Suzanne McDowell whose grandparents’ names are carved on the seat at the corner of Long Ridge Lane and Station Road. She would like to place a plaque on the seat to commemorate the names of her late parents. It was agreed that a suitable plaque be attached to the seat. (Action Clerk)

**07.045 – TO CONSIDER ORGANISING A “LITTER PICK”**

The City Council had advised that there is to be a litter pick on 31 March and asked if Upper Poppleton Parish Council would wish to be involved. It was agreed that no action would be taken on this subject.

**07.046 - TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
13 February	Poppleton Community Trust Executive	Poppleton Community Centre/ 7.30pm	Kendall
28 February	Ward Committee	Askham Bryan Village Hall/ 7.30pm	All
12 March	Police Liaison	Poppleton Community Centre/ 2.00pm	Bramall, Kendall, Robson

**07.047 - TO RECEIVE COUNCILLORS' COMMENTS**

*Councillor Richardson* reported that a fence was leaning over the footpath between the Library and Bankside Close. (**Action Clerk**)

**07.048 - TO RECEIVE CITY COUNCILLORS' COMMENTS**

None.

**07.049 - DATE OF NEXT MEETING -**

The date of the next meeting was agreed as Monday 12 March 2007 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.12pm.

CHAIRMAN .....2007

James Mackman, Clerk 22a Long Ridge Lane, Nether Poppleton, York YO26 6LX  
Telephone 01904 781752 - Fax 0871 4331325 - email [jmackman@tesco.net](mailto:jmackman@tesco.net)