

## UPPER POPPLETON PARISH COUNCIL

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

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

There were no declarations.

#### 07.051 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies for absence.

#### 07.052 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 FEBRUARY 2007

The minutes of the meeting held on 12 February 2007, having been circulated and read, were accepted and signed as a true record.

#### 07.053 - PUBLIC PARTICIPATION

None.

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

(a) *Progress on painting the Maypole (Min. 07.027a)*

Painting of the maypole will start on Monday 19 March.

(b) *Progress on the provision for parking bicycles by the shops (Min. 07.027b)*

No progress reported.

(c) *Progress on the provision of a car parking space for the disabled in the White Horse car park (Min. 07.027c)*

The City Council will be carrying out the work to provide the space but, as the Parish Council's request is one of many, it will take time before the job is done.

(d) *Progress on the replacement of the missing seat in the bus shelter on the Green (Min. 07.027e)*

The Clerk reported having contacted the City Council several times about the missing seat which still hadn't been replaced. The Councillors observed that the seat went missing on Mischief Night 2006 and that the City Council should be pestered until the seat was replaced. **(Action Clerk)**

(e) *Progress on the leaning sign on the Green (Min. 07.031ci)*

The City Council has this in hand.

(f) *Progress on the cleaning of the white background of the UPPER POPPLETON sign in Hodgson Lane (Min. 07.031cii)*

The sign has been cleaned.

(g) *Progress on removal of the lime tree on Chantry Green (Min. 07.032aii)*

The lime tree has been felled and removed.

(h) *Progress on removing the branches of the tree that fell out of Blairgowrie (Min. 07.032aiii)*

Despite assurances from the owner's agent the branches are still lying on the verge. It was agreed that the agent be given 21 days to remove the branches or the Parish Council would authorise the work and charge the agent. **(Action Clerk)**

(i) *Progress on the distribution of the Newsletter (Min. 07.037)*

The Newsletter has been printed and most copies have been delivered. Councillor Kendall was congratulated for producing a professional looking Newsletter at short notice.

(j) *Progress on the addition of a plaque on the "Whittaker seat" (Min. 07.044)*

Suzanne McDowell is arranging to have a suitable plaque fitted to the seat.

(k) *Progress on the fence leaning over the footpath (Min. 07.047)*

The fence has been fixed.

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

Current			
Account			£400.00
Business	Money		Manager
Account		£17,261.06	

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

975	Ken Falkingham	Seat repairs	£328.68
976	Yorkshire Water	Allotment water	£11.58
977	James Mackman	Clerks' expenses	£46.25
978	James Mackman	Net salary - March	£407.78
979	Inland Revenue	Income Tax & National Insurance	£97.30

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

HSBC	Bank interest	£129.61
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(d) *To re-appoint the Internal Auditor*

Linda Cariss was reappointed as the Parish Council's Internal Auditor.

(e) *To consider re-subscribing to the CPRE*

After discussion it was agreed that the CPRE subscription be renewed.

## **07.056 - TO NOTE CORRESPONDENCE RECEIVED**

*07.056.1 - The Clerk read or referred to the following item of correspondence*

A letter from the Audit Commission confirming Mazars reappointment as External Auditors.

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

- (a) Clerk & Councils Direct - Local Councils Update - March 2007
- (b) Clerk & Councils Direct - March 2007, Issue 50
- (c) CPRE - Countryside Voice - Spring 2007
- (d) CPRE - Fieldwork, March 2007
- (e) CYC – Consultation on the Statement of Community Involvement
- (f) CYC - Local Dev Framework: Draft Statement
- (g) CYC - Precept banding
- (h) Enjoy England - Guide to taking part
- (i) Local Works - Updates
- (j) Nether Poppleton Parish Council - Minutes of meeting on 15 January
- (k) SLCC - The Clerk - March 2007
- (l) Thorp Arch Estate - The Archway, Winter 2006/2007
- (m) YRCC - Village Ventures competition

## **07.057 - 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.

*(c) To note and comment on the City Council's planning applications procedure*

The fact that the address of a house had been incorrectly written on a recent planning application was discussed. A resident made the point that the implication of the error is that neighbours to the proposed development were unaware of the application and that the City Council had not directly informed the neighbours. It was recognised that the City Council has no legal obligation to inform neighbours of an application but has actually had a policy of informing for many years. It was agreed that the City Council be asked to provide a statement of its policy on planning consultation. **(Action Clerk)**

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

*(a) To consider reports on vandalism*

It was reported that damage to the porch of All Saints Church had occurred recently. Church notices had been removed and the doormat set on fire.

*(b) To discuss the outcome of the meeting regarding bins in the village*

The Councillors met Andy Williams, the City Council's Street Environment Officer, on 21 February and looked at the provision of litter bins round the Green. Mr Williams agreed that

he would arrange to replace some of the bins with a more appropriate design for their location.

*(c) To receive other reports*

No reports

## **07.059 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS**

### (a) Trees

#### *i. To consider lime tree quotations*

Following advice received it was agreed that a decision to replace the lime tree would be deferred until the residents of Chantry Green had been asked if they would wish to have the tree replaced. **(Action Clerk and Cllr Pannell)**

#### *ii. To consider action to be taken on the recent report on the condition of trees on the Greens*

The Councillors considered a report on the trees on the Green and agreed that the silver birch and two flowering cherry trees should be tidied. Also that the lime tree opposite the White Horse Inn should be crown cleaned. **(Action Clerk)**

### (b) Events

#### *i. To consider a request to use the green for the Annual Flower Show on 25 August 2007*

It was agreed that the Poppleton Garden Guild use the Green during the Annual Show.

#### *ii. It was also confirmed that the Easter Cross be again erected on the Green*

### (c) Car parking

No report

### (d) Maintenance

#### *i. To consider clearing the Lord Collingwood/Church car park*

It was agreed that no action be taken over the cleaning of the Lord Collingwood car park.

#### *ii. To consider action to fill the hole in the Green*

It was reported that a hole had appeared in the Green several days ago. Councillor Bramall said that he had filled the hole and made it safe.

## **07.060 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

(a) *Councillor Bramall* reported on the Ward Committee meeting held on 28 February. Full minutes will be available. However, it was noted that Terry Collins had talked about villages' involvement in York in Bloom, John Miller had given a report on Yorwaste's plans for Harewood Whin tip and the City Councillors gave a résumé of Ward schemes.

(b) *Councillor Kendall* reported on the meeting of the Poppleton Community Trust Executive meeting held on 13 February. The minutes had been circulated. The latest news from the PCT is that the Centre Manager, Paul Stamp, has resigned to take up a new post in Richmond. The trustees, after some discussion, decided that they would not at this point in time replace the Centre Manager but would employ two part-time staff to undertake all admin and cleaning duties at a maximum cost of £21,000. Two people have been identified who are willing to undertake this work.

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

No report.

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

Councillor Robson reported on the Police Liaison meeting held at 2.00pm today, 12 March. Minutes will follow.

The mobile Police Station will be visiting the Green on 12 May and 29 May.

The meeting was suspended to allow Greg Watson to talk about Alcohol Exclusion Zones and that he would be in favour of such a zone for the Green area.

Special Constable Jerry Holland had produced a list of incidents in Poppleton which had been reported to the police during the period 1 January to 18 February. The figures exclude all road traffic offences and collisions and only include incidents where an offence was found to have been committed. There had been eighteen incidents in Upper Poppleton. These were: one case of arson, one burglary from a dwelling, two burglaries from businesses, one theft of a vehicle, one theft from a vehicle, four other thefts, four acts of criminal damage, two cycle thefts and two nuisance youths.

The Clerk produced a spreadsheet showing all the monthly figures from August 2006.

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

The Clerk reported that nine organisations had now booked a table at the forthcoming Open Day. He gave out a blank rota sheet and invited Councillors to say in which of the various time slots they would be willing to attend. Councillors agreed that the information from the 2004 Open Day, suitably updated, be available on the day. Nomination forms for would-be Councillors would be available.

**07.064 - TO DISCUSS JARVIS'S RESPONSE TO THE PROPOSAL TO TURN THE OLD COAL YARD AT POPPLETON STATION INTO A CAR PARK**

No report.

**07.065 - TO CONSIDER A REQUEST FOR AN EASEMENT FOR VEHICULAR ACCESS TO SYCAMORE HOUSE**

Before discussion took place Councillor Bramall declared a personal interest in the subject and was not in the room for the discussion.

A request for an easement allowing vehicular access over the Green to Sycamore House had been received from a resident. After discussion it was resolved that the Parish Council would grant an easement for the consideration of £1,000 and that its legal fees be paid by the other party. (**Action Clerk**)

**07.066 – TO CONSIDER SUGGESTIONS FOR THE YORK DESIGN AWARD**

City Councillor Janet Hopton had written to ask for suggestions of good design of new build properties – those completed between 1 January 2004 and 31 December 2006. The Councillors knew of no newly built properties in the village that would qualify.

**07.067 – TO CONSIDER A RESPONSE TO SECTION 4 OF THE YORK DRAFT SUPPLEMENTARY PLANNING GUIDANCE.**

Councillor Kendall mentioned that the above draft does not appear to mention Village Design Statements. The Councillors agreed to send the following response to the City Council. *“Section 4 of the Supplementary Planning Guidance covers the item “Design” and whilst it is arguably more applicable to smaller planned developments, there should be an entry in this section to require planning requests to have considered relevant Village Plans and/or Village Design Statements. Most of these documents will have been accepted as*

*supplementary planning guidance and so will be of value in ensuring that planning requests will harmonize with the considered views of local residents”.* **(Action Clerk)**

**07.068 - TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
19 March	SLCC, NY Branch – Elections Seminar	Selby District Council Offices/ 9.30am	Clerk
26 March	Ainsty Group of Parishes	Rufforth/ 7.30pm	Pannell, Clerk
2 April	Annual Parish	All Saints Church Hall/ 7.00pm	All
21 May	Police Liaison	Poppleton Community Centre/ 2.00pm	Bramall, Kendall, Robson

**07.069 - TO RECEIVE COUNCILLORS' COMMENTS**

*Councillor Crabb* suggested that two copies of the Spring Newsletter be sent to the Nether Poppleton Parish Councillors. (**Action Clerk**)

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

None.

**07.071 - DATE OF NEXT MEETING - 2 APRIL 2007**

The date of the next meeting was agreed as Monday 2 April 2007 at 8.00pm preceded by the Annual Parish Meeting which will commence at 7.00pm.

There being no other business the Chairman closed the meeting at 9.50pm.

CHAIRMAN .....2007

