

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN ALL SAINTS CHURCH HALL, UPPER POPPLETON AT 7.30 PM ON MONDAY 14 MAY 2007

PRESENT

Councillor Greg Watson (Chairman)

Councillor Vivien Crabb

Councillor Peter Hawkins

Councillor John Pannell

Councillor Kate Richardson

Councillor Stuart Robson

Mr James Mackman (Clerk)

07.093 - ELECTION OF CHAIRMAN

Councillor John Pannell in the chair asked for nominations for chairman for the forthcoming year. Councillor Greg Watson was proposed and seconded and unanimously elected as Chairman. Councillor Watson thanked the Councillors for the honour of electing him. He thanked the Councillors from the previous Council for their hard work over the years.

07.094 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Watson signed the Declaration.

07.095 - CO-OPTION OF NEW COUNCILLORS

Peter Hawkins and Kate Richardson were co-opted on to the Parish Council. The Chairman said that the Parish Council should have a plan as to how it should proceed to co-opt the three Councillors it needs to fill its quota of nine Councillors. It was resolved that the Chairman and the Clerk should present a suggested way forward to the June meeting. (Action Chairman & Clerk)

07.096 - TO CONFIRM DECLARATIONS OF OFFICE

The Clerk confirmed that all the Councillors present had signed their respective Declarations of Office.

07.097 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

There were no declarations.

07.098 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies.

07.099 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Pannell
Joint Emergency Committee	It was agreed that as this Committee had not met for many years that it would be discontinued
General Purposes Committee	A quorum of three
Planning Committee	Richardson, Robson, Crabb, Hawkins
Ainsty Group of Parishes Representatives	Richardson, Pannell

OFFICE	COUNCILLORS
Cycle/Footpath Parish Links	To delete
Neighbourhood Watch Co-ordinator	No-one at the moment
Poppleton Community Trust Observers	Pannell
Poppleton Youth Action Group	Richardson
Ward Committee Representatives	Watson, Pannell
YNET	Councillor Watson agreed that he would look at this organisation and report back
York Local Councils Associations Representatives	Watson
York Open Planning Forum	It was thought that this organisation had been disbanded
Poppleton Ousebank School Governor	The Clerk is to write to the School to ask if it needs a representative from the Parish Council
Police Liaison Group	Robson, Watson, Hawkins
Poppleton Railway Nursery	Robson

07.100 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 2 APRIL 2007

The minutes of the meeting held on 2 April 2007, having been circulated and read, were accepted and signed as a true record.

07.101 - PUBLIC PARTICIPATION

None.

07.102 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on the provision for parking bicycles by the shops (Min. 07.076b)

The Clerk reported that the City Council Cycling Officer had had no response from the Co-op regarding the possibility of providing a cycle rack on its forecourt. It was agreed that the subject of having a cycle rack on the Green would be an item on the June agenda.

(b) Progress on the provision of a car parking space for the disabled in the White Horse car park (Min. 07.076c)

The Clerk referred to a letter from the City Council which reads "This tends to be quite a lengthy process and normally done on an annual basis to keep the significant legal costs down. I've not got a date for when this area will be reviewed, but I do know that there is likely to be at least one objection so there is no guarantee that the request will go forward". This led to the Councillors agreeing that the subject of reviewing parking facilities on the Green should be a subject on the June meeting agenda.

(c) Progress on the replacement of the missing seat in the bus shelter on the Green (Min. 07.076d)

The missing seat has been replaced.

(d) Progress on the leaning sign on the Green (Min. 07.076e)

The sign has been fixed in an upright position.

(e) Progress on replacing the litter bins around the Green (Min. 07.076h)

Since 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 has been on long-term sick leave. The bins have not been replaced and the Clerk was directed to pursue the City Council to ensure that the bins are replaced as soon as possible, especially the bin from the corner of Station Road and Black Dike Lane.

(f) Progress on consultation over the proposed beech tree on Chantry Green (Min.07.076i)

It was agreed that there would be a consultation before the tree planting season begins in November.

(g) Progress on Easement (Min. 07.076k)

This is progressing and it is expected that documents will be exchanged in the near future.

07.103 - 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 14 May 2007. The report reflected the receipts and payments below. The bank balances at 14 May were:

Current Account		£400.00
Business Account	Money	Manager
		£22,548.06

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

989	James Mackman	Clerk's salary – April	£409.65
990	Post Office Ltd	Tax & NI	£143.51
991	James Mackman	Clerk's salary – May	£409.43
992	Post Office Ltd	Tax & NI	£143.73
993	YLCA	Annual subscription	£397.00
994	James Mackman	Clerk's expenses – April & May	£28.44

(c) To receive a report on income received

City of York Council	First half-years precept	£8,000.00
Allotment holders	Annual allotment rents	£135.00
NEDL	Wayleave	£11.50
HMCE	VAT refund	£385.29

(d) To sign the Annual Return

The Councillors considered the questions in the Annual Governance Statement of the Annual Return. It was agreed that the Parish Council response to the questions was "Yes" except for point 6 which says "we have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems and carried out a review of its effectiveness". This is a new condition and the Parish Council did not carry this out during the year ended 31 March 2007. It was agreed that point 6 would be considered and implemented as soon as possible. The Clerk gave an explanation of the figures in the Statement of Accounts. It was agreed that the Chairman and the Clerk should sign Sections 1 and 2 on the Annual Return.

(e) To sign a new bank mandate

It was agreed that with a change of Chairman, the loss of three Councillors and the co-option of a new Councillor that a new mandate be signed. All the Councillors signed a new mandate.

(f) To consider a grant of £2,700 to All Saints Hall Development Committee

A letter from the All Saints Hall Development Committee asking for a donation of £2,700 towards the Development Fund was considered. The request had been made as the Parish Council had reserved that sum as third party funder towards the grant that the committee had applied for from WREN. As the grant application had failed the Committee were asking for a donation from the Parish Council. It was agreed that the new application related to circumstances that had changed since the original application was approved and that a representative of the Committee be asked to address the June meeting. **(Action Clerk)**

(g) 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 and CPRE.

(h) To consider renewing the insurance policy with Allianz Cornhill - £846.75

The Councillors considered the schedule of assets produced by the Clerk as well as the other items of insurance. It was resolved that the premium be paid.

07.104 - TO NOTE CORRESPONDENCE RECEIVED

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

- (a) A quotation from Phil Lunan for repairing two No Parking signs. To be discussed at the June meeting
- (b) A letter from Quentin Macdonald saying that he would like to be considered for co-option to the Parish Council
- (c) SLCC - Regional Conference notification
- (d) A plaque from Yorventure to be attached to the maypole. Councillor Pannell agreed to fix the plaque to the maypole so that it faces the bus shelter and is high enough up not to be vandalised but not too high so that it can't be read. **(Action Councillor Pannell)**

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

- (a) Clerk & Councils Direct - May 2007, Issue 51
- (b) CPRE – North Yorkshire Branch report April 2007
- (c) Nether Poppleton Parish Council - Minutes of 19 March
- (d) North Yorkshire Criminal Justice Board - North Yorkshire CJB, Issue 3
- (e) SLCC - The Clerk, May 2007
- (f) Y&NY PFA - The Playing Field - Spring 2007

07.105 - 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

It was reported that the dentist on the Green would like to renovate the front of his surgery. The City Council's Conservation Officer has no objections and neither had the Parish Councillors.

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

(a) To consider reports on vandalism

It was reported that following disturbances on the Green there has been a heavier police presence the last two weekends.

(b) To receive other reports
No reports.

07.107 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

It was agreed that the quotation of £395 from Ryland Horticulture Ltd for work on a lime tree, a silver birch and two cherry trees on the Green be accepted. **(Action Clerk)**

(b) Events
None.

(c) Car parking
No report other than in item **07.102b** above.

(d) Maintenance

07.108 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Robson tabled a detailed report on the Poppleton Community Railway Nursery (PCRN). It was agreed that Paul Bisson, the PCRN secretary, be asked to address the Parish Council at the July meeting. **(Action Clerk)**

07.109 - TO RECEIVE A REPORT ON VILLAGE POLICING

Special Constable Jerry Holland had produced a list of incidents in Poppleton which had been reported to the police during the period from March to April. 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 eight incidents in Upper Poppleton. These were: one case of theft from a vehicle, two other theft, one cycle theft and four nuisance youths.

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

It was reported that the mobile police van had recently been to the Community Centre. The police marked about one hundred bicycles with microchips.

It was also noted that there had been police foot patrols over the last two weekends.

07.110 – TO ADOPT THE STANDARD BOARD’S MODEL CODE OF CONDUCT FOR PARISH AND TOWN COUNCILS 2007 INCLUDING PARAGRAPH 12

The Clerk explained that the new Model Code of Conduct came into operation on 3 May. It covers all branches of Government, not just Parish Councils. Paragraph 12 does not apply to Parish Councils unless it is specifically adopted. This paragraph relates to prejudicial interests and gives Councillors the same rights as residents to be heard on a subject. It was resolved that the Parish Council adopts the Standard Board’s Model Code of Conduct for Parish and Town Councils including the whole of paragraph 12 of the Code.

07.111 - TO AGREE TO REFURBISH SOME OF THE VILLAGE SEATS

It was resolved to accept Ken Falkingham’s quote of £480 for the refurbishment of ten of the Parish Councils seats. **(Action Clerk)**

07.112 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillor Attending
21 May	Police Liaison	Poppleton Community	Robson, Hawkins,

		Centre/ 2.00pm	Watson
7 June	YLCA	William House/ 7.30pm	Watson

07.113 - TO RECEIVE COUNCILLORS' COMMENTS

No comments.

07.114 - DATE OF NEXT MEETING - 11 JUNE 2007

The date of the next meeting was agreed as Monday 11 June 2007 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.31pm.

CHAIRMAN2007

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