

## 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 JANUARY 2008

#### PRESENT

Councillor Greg Watson (Chairman)

Councillor Kathie Brydson

City Councillor Ian Gillies

Councillor Vivien Crabb

Councillor Peter Hawkins

Six members of the public

Councillor Ted Kendall

Councillor John Pannell

Mr James Mackman (Clerk)

Councillor Kate Richardson.

Councillor Stuart Robson

Councillor Rae Youngman

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

Councillors Hawkins and Kendall stated that they had a prejudicial interest in agenda items 08.008 and 08.009g.

#### 08.002 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies.

#### 08.003 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 NOVEMBER 2007

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

#### 08.004 - PUBLIC PARTICIPATION

Councillor Hawkins read the presentation he had prepared on the Community Centre's finances.

#### 08.005 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only

City Councillor Ian Gillies reported on the following points:-

- The City Council has carried out a number of speed surveys in Hodgson Lane. The average speed of vehicles entering the village is 38mph. Councillor Gillies is to look at the various suggestions being put forward to remedy the situation.
- He is seeking clarification on the situation regarding the removal of salt bins.
- Council Officials are to meet with a Minister for Transport to discuss the availability of funding for the A59 Park & Ride.

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

*(a) Progress on the provision for parking bicycles by the shops (Min. 07.210a)*

It was reported that the City Council's Cycling Officer, Andy Vose, is checking with the Co-op as there seems to be a possibility that it may provide a cycle rack on the forecourt outside its premises.

*(b) Progress on replacing the litter bins around the Green (Min. 07.210b)*

Three bins have been replaced and a new bin has been placed close to the new seat located between the maypole and the road.

*(c) Progress on repairing the post by the pump on the Green (Min. 07.215d )*

The post has been replaced and the invoice from Ken Falkingham has been received.

*(d) Progress on the refurbishment of the Main Street allotment fence (Min. 07.220a)*

The fence has been mended and the invoice from Ken Falkingham has been received.

#### **08.023 - TO RECEIVE A PROGRESS REPORT ON THE POPPLETON COMMUNITY RAILWAY NURSERY**

It was agreed that this subject be brought forward to this point on the agenda.

Alan Garrett addressed the Councillors. He said that there had been a recent meeting of some parties interested in developing the Railway Nursery. Unfortunately, Network Rail which owns the site has not come to a lease agreement with Northern Rail which leases the site. Until a lease has been agreed the Railway Nursery Group is not allowed on to the site. It was agreed that the Clerk should contact the appropriate City Council Officer and ask for the City Council's view on the subject. **(Action Clerk)**

#### **08.007 – TO CONSIDER A REQUEST FOR FUNDING FOR THE REFURBISHMENT OF ALL SAINTS CHURCH HALL**

The Councillors considered a written request for a grant of £6,500 from the All Saints Church Hall Trustees. The grant would be used to move and refurbish the kitchen. The Councillors were aware that the Church had received money from the sale of Dodsworth Hall and there was a debate about whether this money, or interest on this money, could be used for the refurbishment. It was resolved that there was insufficient information to make a decision to give a grant and the request was rejected.

#### **08.008 – TO CONSIDER A REQUEST FOR FUNDING FROM THE POPPLETON COMMUNITY TRUST**

At this point in the meeting Councillors Hawkins and Kendall excused themselves and vacated the room. The Community Trust had written to ask for a grant of £3,750 to be used for capital expenditure and £3,750 to be used for revenue expenditure. At the end of a lively debate it was resolved that the sum of £5,000 be granted to the Community Trust, the sum to be used for any purpose the Trust deems appropriate. A decision having been made, Councillors Hawkins and Kendall were invited to rejoin the meeting – which they did.

#### **08.009 - 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 January 2008. The report reflected the receipts and payments below. The bank balances at 14 January were:

Current		
Account		£100.00
Business	Money	Manager
Account		£17,395.35

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

1040	Yorkshire Water	Allotment water	£8.13
1041	Baron Landscape	Grass cutting - November	£135.00
1042	James Mackman	Salary - December	£422.36
1043	Post Office Ltd	Tax & NI	£152.21
1044	Ken Falkingham	Repairs to allotment fence	£274.40
1045	James Mackman	Clerk's expenses	£105.93
1046	James Mackman	Salary – January	£418.24
1047	Post Office Ltd	Tax & NI	£149.99

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

City of York Council	Grass cutting allowance	£1,729.56
HSBC	Bank interest	£156.79

*(d) To review the level of the Fidelity Guarantee insurance*

Prior to the meeting the Councillors had received full details of the Parish Council's Fidelity Guarantee insurance policy. After discussion it was agreed to keep the insurance to the current £10,000 limit.

*(e) Internal audit review procedure*

It was reported that Councillors Watson, Pannell, Hawkins and the Clerk have yet to meet to discuss the internal audit procedures. The Clerk said that he had prepared a suggested scheme for the Councillors to consider. **(Action Clerk)**

*(f) To agree to pay a proportion of the Clerk's SLCC subscription*

It was agreed that the Parish Council would pay £57.25 towards the total of this year's subscription of £145.00.

*(g) To consider the Budget for 2008-09 and set the precept*

The Councillors agreed the budget as presented by the Clerk but take into consideration the £5,000 grant to the Community Trust. It was resolved to set the precept for 2008-09 at £18,500.

## **08.010 - TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) CYC - Get Something Extra leaflets
- (b) CYC - Precept instalment notice
- (c) CYC - Council Tax Base 2008/09 letter
- (d) Marston Moor Internal Drainage Board - Audit completion notice for the notice board

*08.010.2 - It was confirmed that the following items had been circulated to the Councillors*

- (a) YLCA - Country Air, Autumn 2007
- (b) CPRE - Fieldwork, Dec 2007
- (c) Nether Poppleton Parish Council - Minutes of 15 October

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

- (a) CE Electric UK - Information leaflets
- (b) Clerk & Councils Direct - January 2008, Issue 55
- (c) CYC - Walking for Health leaflets

- (d) SLCC - The Clerk, November 2007
- (e) YOPF - Newsletter - December 2007

### **08.011 - 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*

None.

#### *(c) To consider the process for dealing with future planning applications*

The Councillors considered a report from Councillor Robson on the process that the Parish Council should follow with regards to planning applications. The report confirmed the current but unwritten procedure. It was agreed to accept this report.

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

#### *(a) To consider reports on vandalism*

No reports.

#### *(b) To receive other reports*

It was reported that the salt bin at the top of EborWay/Dikelands Lane has been removed and the Clerk is to make enquiries about this. **(Action Clerk)**

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

#### *(a) Trees*

No report.

#### *(b) Events*

No report.

#### *(c) Car parking - review*

No report.

#### *(d) Maintenance*

It was agreed that the fence round the pump on the Green should be repainted and that Ken Falkingham be asked to do the work. **(Action Clerk)**

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

No reports.

### **08.015 - TO RECEIVE A REPORT ON VILLAGE POLICING**

The following report on incidents in Upper Poppleton had been received from PC 937 Anna Tyldesley, Dedicated Police Officer, Safer Neighbourhood Team, Fulford, Rural West, Bishopthorpe and Wheldrake Wards.

14/12 - Criminal Damage to vehicles - Westfield Close - Upper.

19/12 - Burglary from work studio - Northfield Lane. Upper.

27/12 - Tree uprooted and left on Next door neighbours property - Dikelands. Upper.

28/12 - Burglary at the Beauty Clinic on The Green, Upper.

29/12 - Theft of cycle - Fairway Dr. Upper.

1/1 - Criminal Damage to vehicles - Red Lion. - Upper.  
1/1 - Criminal Damage to Community Centre - Upper.  
4/1 - Theft from Motor car x 2 cars left unattended on Northfield Lane by dog walkers.

#### **08.016 - TO CONSIDER PROGRESS ON THE PROVISION OF A YOUTH SHELTER**

No report.

#### **08.017 - TO CONSIDER ARTICLES FOR THE SPRING NEWSLETTER**

Councillor Kendall displayed a Newsletter which the editorial team had produced. The Councillors agreed to look at this. After the Councillors have confirmed that they are happy with the Newsletter the Clerk was authorised to instruct Peter Turpin & Associates to print the Newsletter which the Councillors agreed to distribute.

#### **08.018 – ALLOTMENTS**

*(a) Given the waiting list for allotments, to consider steps needed to increase the number of allotments available*

The Clerk advised the Councillors that under the Small Holdings and Allotments Act 1908 s23(2) a Parish Council has a duty to endeavour to provide allotments if six residents make a written request for them. Currently there are five people on the allotment waiting list and they will be waiting for years if the present rate of tenants relinquishing their allotments continues. Whilst there had been no official request to provide more allotments the Councillors were asked to consider if the Parish Council should look to increasing the number of allotments in order to eliminate the waiting list and allow for a demand in the future. It was agreed that the Clerk should enquire as to the means of acquiring land for allotments and report back. **(Action Clerk)**

*(b) To consider another complaint about the state of the hedge by the school drive*

The Clerk reported having received another communication from the School Governors asking for the hedge to be cut back. It was agreed that this be done and that the School's offer to do the work should be accepted. **(Action Clerk)**

#### **08.019 – TO CONSIDER THE CITY COUNCIL'S CONSERVATION OFFICER'S OPINION ON THE CYCLE RACKS ON THE GREEN**

The Clerk reported that the following message had been received from the City Council's Conservation Officer with regards to the proposed cycle racks on the Green.

"The parking is at the heart of the Conservation Area opposite facilities and next to the Green. The small grass wedge which encloses the existing parking has an important visual function. It encloses the area of car parking and it helps to reduce the apparent width of tarmac so that the road maintains a narrower scale within the historic village core.

We would not be happy to see the grass removed in favour of tarmac.

Our preference would be for clusters of cycle racks to be sited on the forecourts to the shops and pub opposite i.e. keeping the hard surfacing where it already is and having the hoops next to the facilities. People could walk across to the green."

The second possibility if the above won't work is to have the grass on the "peninsular" reinforced with a geotextile hollow membrane. This would require laying from scratch and it could accept turf rather than seed. A number of types of membrane exist which have thin walls and so are better than grasscrete. Such an approach would maintain the green wrap-around the cars and it would still serve the existing function of reducing the apparent road width."

The Councillors rejected the idea of more cycle racks on the forecourts as they wish to encourage residents to use public transport and see that cycle racks should be provided for this purpose. Forecourt cycle parking should be restricted to those using the premises owning the forecourts. The Clerk was asked to investigate the possibility of having a tarmac substitute as mentioned above. **(Action Clerk)**

**08.020 -**

**OWING TO AN ERROR IN NUMBERING THERE WAS NO AGENDA ITEM AT THIS POINT.**

**08.021 – TO DISCUSS A PROPOSAL OF HAVING ONE WARDED PARISH COUNCIL FOR THE WHOLE OF POPPLETON**

It was reported that Councillor Glen Bradley of Nether Poppleton Parish Council has been asked to look into this subject and that he was making enquiries of the City Council's Electoral Officer. It was agreed that Councillor Hawkins liaise with Councillor Bradley and report back to the Parish Council. **(Action Councillor Hawkins)**

**08.022 – TO DISCUSS PROTECTION FOR THE HESSAY/UPPER POPPLETON BOUNDARY STONE**

The Clerk gave a brief history of the boundary stone which had been erected in the 18<sup>th</sup> century. In the 1930s the inscriptions were recarved as the original inscriptions had been worn down by the rubbing of cattle. The stone is not upright. It is currently lying at an angle. It has no protection from cattle. Hessay Parish Council would like the stone to be put upright and a fence built round the stone to prevent it being damaged by cattle. Councillor Kendall said that the boundary stone came under the auspices of the YAT (York Archaeological Trust) and it was agreed that the Parish Council take no action on this subject.

**08.023 - TO RECEIVE A PROGRESS REPORT ON THE POPPLETON COMMUNITY RAILWAY NURSERY**

See above.

**08.024 – TO CONSIDER A RESPONSE TO THE YORK NORTH WEST AREA ACTION PLAN**

Prior to the meeting the Councillors had been given a copy of Nether Poppleton Parish Councillor Peter Powell's suggested response. It was agreed that this response be sent to the City Council.

**08.025 – TO CONSIDER REQUESTING THE ALTERATION OF THE WIDTH OF THE PASSING PLACES IN NEWLANDS LANE**

Trevor Parker addressed the meeting. He reported that there was a problem with people using the passing places in Newlands Lane to park whilst changing babies' disposable nappies. These nappies are being thrown out of cars and are being devoured by rats which are appearing in increasing numbers. In order to reduce the problem Mr Parker suggested that the width of a passing place be reduced to one metre and that a metre-width be cut out of the verge at the opposite side of the road. The net effect would be that the width of the road

at a passing place would be unaltered but that it would discourage parking with a consequent reduction in the disposal of rubbish. The Councillors agreed that this was a good idea and should be supported.

**08.026 – TO CONSIDER A RESPONSE TO THE BBC’S BREATHING SPACES CAMPAIGN**

The BBC’s Breathing Spaces Campaign was noted

**08.027 – TO DISCUSS COUNCILLOR TRAINING**

It was agreed that the Clerk should seek out what training opportunities are available for Councillor training especially with regards to planning. **(Action Clerk)**

It was agreed that a City Council Planning Officer be invited to the address the next Parish Council meeting on planning issues. It was agreed that the meeting would start at 7.00pm. **(Action Clerk)**

**08.028 - TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
22 January	Ward Team	Committee Room 1, Guildhall/ 3:30-5:00pm	Watson
23 January	Poppleton Community Trust Executive	Community Centre/ 7.30pm	Pannell
29 January	Ward Committee	Copmanthorpe School/ 7.00pm	All

**08.029 - TO RECEIVE COUNCILLORS' COMMENTS**

No comments.

**08.030 - DATE OF NEXT MEETING – 11 FEBRUARY 2008 AT 7.30PM**

The date of the next meeting was agreed as Monday 11 February 2008 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.36pm.

CHAIRMAN .....2008

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)