

## UPPER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.00 PM ON MONDAY 12 JANUARY 2009

#### PRESENT

Councillor John Pannell (Chairman)

Councillor Eddie Allen

City Councillor Ian Gillies

Councillor Vivien Crabb

Councillor Kathie Brydson

Five members of the public

Councillor Peter Hawkins

Councillor Ted Kendall

Mr James Mackman (Clerk)

Councillor Stuart Robson

Councillor Rae Youngman

#### **To receive an address from School Governors Phillip Callow and Colin Robinson about the proposed school sign**

Mr Callow addressed the meeting and said that there are three reasons why the school would like to have the proposed sign erected.

1. The sign would show the location of the rear entrance to the school. This entrance is the only entrance for vehicles and is difficult to locate. Visitors often drive past the entrance and have to turn round. This is a traffic hazard and on health and safety grounds needs to be avoided. A sign would reduce the risk of an accident and improve safety, especially when the children are around.
2. The sign would raise the public's awareness of the school. The latest OFSTED report was a good report for the school
3. The sign would help improve links with the community. People would know where the school was.

Mr Callow produced a photograph of the proposed sign and answered a number of questions put by the Councillors.

#### **To receive an address from a Trustee of All Saints Church Hall**

Don Wilson addressed the meeting on behalf of the Trustees of the All Saints Church Hall. He mentioned that:-

- The last time the subject of funding was discussed by the Parish Council the Councillors had asked if the proceeds of the sale of Dodsworth Hall could be used to refurbish the Church Hall. Mr Wilson explained the reasons why this was not possible
- The Hall was built as a Reading Room for the labouring classes
- Over the last year £24,000 has been spent on the Hall. Of this, some £10,000 had been given by the Church, £2,700 from Upper Poppleton Parish Council, £1,500 from PACCAST and an anonymous donation of £2,000.
- The Diocese gives up to 10% of the cost of repairs and improvements.
- It is intended to swap the office and kitchen at a likely cost of £13,000.
- The Trustees are asking for a grant of £5,000 from the Parish Council and will be asking for a similar amount from Nether Poppleton Parish Council.

Mr Wilson answered a number of questions

- Is the Church Hall a listed building? – No
- Could the Charity Commissioners help? – No
- How much is the Hall used? - Poppleton Players, Youth Groups, Poppleton Arts and other organisations.

#### **09.001 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR**

Eddie Allen was introduced to the Councillors who unanimously voted in favour of his co-option. Cllr Allen gave a précis of his time in the village and a little of his background. The Clerk confirmed that Cllr Allen had signed the Declaration of Acceptance of Office.

#### **09.002 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS**

Cllrs Hawkins and Kendall declared a personal interest in agenda item 09.008f.

#### **09.015 – TO RECONSIDER AN APPLICATION FROM THE SCHOOL GOVERNORS FOR A SIGN INDICATING THE ENTRANCE TO THE SCHOOL ON THE ACCESS ROAD BETWEEN THE ALLOTMENTS IN MAIN STREET**

It was agreed to bring this agenda item forward to this point in the meeting.

During a lively discussion the possibility of having the sign displayed on a lamppost was discussed and it was agreed that this would be investigated. The fact that there were no directions on the proposed sign was also discussed. Messrs Callow and Robinson agreed that they would consider the provision of directional signs. It was agreed to defer a decision on the subject of the sign until the February meeting.

#### **09.003 - TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **09.004 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 NOVEMBER 2008**

The minutes of the meeting held on 10 November 2008 had been circulated prior to the meeting. Two amendments were suggested and agreed. The minutes as amended were then accepted and signed as a true record.

#### **09.005 - PUBLIC PARTICIPATION**

Rod Clark addressed the meeting on the subject of financial support for the Poppleton Centre. He said:-

- Without financial support from the Parish Councils when the Centre was built there would have been no Centre.
- Financial support in recent years has allowed the Centre to continue to function
- The Centre is now financially viable
- There are more users
- The Garden Trail raised £7,000 and the Bonfire raised £1,400
- Last year the Parish Council gave a grant of £5,000 with no strings attached
- The new Premises Licence was granted subject to a satisfactory resolution of the question of the need for sound attenuation when amplified entertainment was in progress in the Centre. Consultations were in progress with the CYC local environment office.
- The Trust is asking for a grant of £5,000 this year to be applied to the cost of sound-proofing

### **09.006 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only**

City Councillor Ian Gillies reported on the following:-

- Westview Close footway reconstruction starts next week.
- Work on installing the traffic lights at the A59/Beckfield Lane junction will start soon.
- The No 10 bus route will not change until after Easter.
- Crimes in the village have increased, especially in the Northfield Lane area.
- There has been a noticeable reduction in the level of policing in the village. Ian is to take this up with the new police superintendent next week.
- Ian has spoken to the manager of Network Rail about the missing top coat of paint on the railway crossing gates.
- The A59 Park & Ride funding application to the Leeds City Region is in the process of being formalised. It is planned to open the new Park & Ride in 2010-11.
- The planning application for Wyevale has been withdrawn.
- He has talked to the City Council's Licensing Department about the state of the pavement outside the White Horse Inn.
- The Ward Committee is recommending funding new equipment for the children's playground outside the Poppleton Centre.

### **09.007 - TO RECEIVE THE CLERK'S REPORT**

*(a) Progress on Green racks (Min. 08.198a)*

The Clerk showed a new cycle rack design that the City Council's Cycling Officer is suggesting. The Councillors agreed the design and stressed that they would like to see cycle racks installed as soon as possible as the project has been on the go such a long time. **(Action Clerk)**

*(b) Progress on repainting the crossing gates in Station Road (Min 08.198b)*

The Clerk reported that he had also talked to Network Rail about the incomplete painting of the gates. The contact at Network Rail said she would pursue the work and report back. **(Action Clerk)**

*(c) Progress on replacing the Chantry Gap sign at the corner of Dikelands Lane (Min. 08.198c)*

The Clerk reported that the new sign has been installed.

*(d) Progress on the retention of the phone box on the Green (Min. 08.207)*

The Clerk reported having exchanged a number of emails with BT's Paul Sellick. The phone box had been used 215 times between 13 September and 11 December 2008. It was agreed that a copy of the contract be sent to all Councillors prior to the next meeting. **(Action Clerk)**

### **09.008 - 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 January 2009. The report reflected the receipts and payments below. The bank balances at 12 January were:

Current	
Account	£200.00

Business  
Account

Money

£15,730.30

Manager

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

1094	Poppleton Youth Action Group	Donation	£1,000.00
1095	Parish of Nether with Upper	Grant for grass cutting in the churchyard	£150.00
1096	Ken Falkingham	Seat repair	£25.00
1097	Poppleton Community Trust	Room hire – October & November	£36.00
1098	Yorkshire Water	Allotment water	£6.73
1099	James Mackman	Salary – December	£440.96
1100	Post Office Ltd	Tax & NI – December	£140.25
1126	Baron Landscape	Grass cutting – October	£135.00
1127	James Mackman	Clerk's expenses	£105.62
1128	James Mackman	Salary – January	£440.76
1129	Post Office Ltd	Tax & NI – January	£140.45

(c) To receive a report on income received

H M Customs & Revenue	VAT refund	£168.23
HSBC	Bank interest	£92.96

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

It was agreed that the Parish Council would pay £58.83 towards the total of this year's subscription of £149.00.

(e) To consider a request from the All Saints Church Hall Committee for £5,000 funding for a new kitchen

After discussion it was agreed to grant the sum of £3,000 payable in the next financial year, subject to proof of payment of the capital expenditure. £1,000 would come from revenue reserves and £2,000 from capital reserves.

(f) To consider the Budget for 2009-10 and set the precept

The Clerk had circulated a proposed budget prior to the meeting. The Councillors considered the budget item by item and several alterations were made. After discussion the revised budget was agreed and it was resolved to set the precept at £19,000 for the financial year 2009-10. The Chairman and Clerk signed the appropriate City Council request form. The agreed budget is attached to these minutes.

#### **09.009 - TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) Clerk & Councils Direct - January 2009, Issue 61
- (b) Communities & Local Government - Code of practice consultation
- (c) CPRE - Fieldwork December 2008
- (d) CPRE - York & Selby District Branch Newsletter, Autumn 2008
- (e) CYC - Health Walks in York leaflets
- (f) CYC - Streets Ahead - December 2008
- (g) James Alexander - Labour PPC - Christmas card
- (h) North Yorkshire Fire & Rescue Service - Summary of Accounts 2007-8 leaflet
- (i) NPPC - Minutes of 20 October
- (j) Rural Action York - Country Air Autumn 2008, Issue 109 etc
- (k) SLCC - The Clerk, January 2009

- (l) Thorp Arch Estate - The Archway - Autumn 2008
- (m) YOPF - Newsletter January 2009
- (n) York & North Yorkshire Waste Partnership - Performance Matters - Issue One, November 2008
- (o) Yorkshire & Humber Biodiversity Forum-Yorkshire & Humber Regional Biodiversity Strategy

#### **09.010 - 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*

The Councillors discussed the planning application for the erection of a building to house a biomass power plant with chimney stack at Harewood Whin. The Parish Council is not one of the consultees as Harewood Whin is in Rufforth Parish. However, as Harewood Whin lies to the south-west of the village and the prevailing wind is south-west, the Councillors aired their views. They agreed that the City Council Planning Department should be informed of the following:- The proposal impinges on the Green Belt, ignores the terms of the original planning application could produce a continuous smell and noise. The Councillors understood that no environmental impact assessment is being considered.

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

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

No reports.

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

None.

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

##### *(a) Trees*

No report.

##### *(b) Events*

No report.

##### *(c) Car parking*

No report. It was agreed that this subject be removed from future agendas.

##### *(d) Maintenance –*

- (i) To discuss progress with the reimbursement for the cost of clearing Blairgowrie vegetation in Chantry Green*

The Clerk reported having received an email from the owner's agent saying that he was still awaiting instruction on this subject. **(Action Clerk)**

- (ii) To discuss progress on the removal of the vegetation and the reinstatement of the grass in Chantry Green*

The Clerk reported that he was in the process of acquiring two quotations for this work. **(Action Clerk)**

*(iii) To discuss the continuing demand for payment of the electricity bills for the bus shelter on the Green*

The Clerk reported that on 25 November 2008 the Parish Council had received two letters from a Debt Collection Agency asking for payment of £513.13 for outstanding invoices relating to the unmetered electricity supply in the now demolished brick bus shelter on the Green. He said that from 1999 to 2002 the Parish Council had been charged £19.02 per year for the unmetered electricity supply. For the two years to 31 March 2004 the charge was £19.51. In December 2005 the Parish Council received two invoices for £64.43 and £66.95 respectively for the cost of providing electricity for the period from 1 April 2004 to 31 March 2005. On 10 February 2006, following receipt of the invoices, the electricity company was asked to remove the equipment from the bus shelter. This didn't happen until the bus shelter was demolished on 14 June 2006. On 22 April 2006 two more invoices totalling £121.41 had been received which related to the year to 31 March 2006. The Clerk reported having been in contact with various authorities about the charge but to no avail. On 22 March 2007 two more invoices were received totalling £260.34. The Clerk reported that he had spoken to the Credit Control Manager of npower who had agreed to disregard the last two invoices. Analysis of the four invoices shows that the total cost of electricity amounts to £7.45, VAT is £12.04 and £233.30 is administration. No correspondence had ever been received advising the Parish Council of the change in the way in which the charge for an unmetered electricity supply was to be calculated. The Parish Council found out about the alteration six months after the end of the first year of the new charges. If notice had been given prior to the change the Parish Council would have had the opportunity to have the supply removed to avoid having to bear the increased cost. The actual cost of electricity used for the two years from 1 April 2004 to 31 March 2006 was £7.82 including VAT. It was resolved that the Parish Council pay the sum of £39.02 in full and final settlement of the electricity charges for the two years ending 31 March 2006 being the old price of £19.51 per annum. **(Action Clerk)**

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

No reports.

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

The following schedule of 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.

11 Dec	Bike and Hedge trimmer taken from garage which was possible insecure	Main street
17 Dec	Burglary Commercial premises	Harwood Road, Northminster Business Park
17 Dec	Burglary Commercial premises	Glaisdale Road, Northminster Business Park
18 Dec	Criminal damage stones thrown at window	Beechwood House, The Green.
30 Dec	Criminal Damage to roof	Dikelands Lane
30 Dec	Criminal Damage to Vehicle	Outside Luigi's on Northfield Lane.

**09.015 – TO RECONSIDER AN APPLICATION FROM THE SCHOOL GOVERNORS FOR A SIGN INDICATING THE ENTRANCE TO THE SCHOOL ON THE ACCESS ROAD BETWEEN THE ALLOTMENTS IN MAIN STREET**

See above.

**09.016 – TO DISCUSS THE PROPOSED PARK & RIDE SITE ON THE A59**

It was agreed to defer discussion on this subject.

**09.017 – TO DISCUSS THE SITING OF A VEHICLE ACTIVATED SIGN IN HODGSON LANE**

The Councillors had been given a plan showing where the City Council Officer was recommending that the new Vehicle Activated Sign would be located. The Councillors were of the opinion that the sign should be erected on the opposite side of the road to The Croft. They agreed that they would like to have a site meeting with the Officer concerned. **(Action Clerk)**

**09.018 – TO DISCUSS THE NEED FOR A FOOTPATH IN HODGSON LANE**

It was agreed to defer discussion on this subject until more is known about the proposed cycle track that may run between Hessay and Upper Poppleton.

**09.019 – COUNCILLOR TRAINING. TO DISCUSS ATTENDANCE AT A FORTHCOMING DEVELOPMENT CONTROL SEMINAR**

It was agreed that Councillors Allen and Hawkins would attend the seminar to be held on Saturday 14 February. **(Action Clerk)**

**09.020 – TO DISCUSS GIVING MORAL SUPPORT TO THE COMMUNITY TRUST AS IT TRIES TO SECURE GRANTS FOR THE DEVELOPMENT OF A CAFÉ/BAR FACILITY AND THE UPGRADING AND RE-ARRANGEMENT OF THE TOILETS AND CHANGING ROOMS**

Councillor Hawkins outlined the reason for asking for this item to be on the agenda. The Councillors agreed that the Parish Council did support the Community Trust and that a letter to this effect should be sent to the Trust. **(Action Clerk)**

**09.021 – TO AGREE THE CONTENTS OF THE NEWSLETTER**

Councillor Kendall outlined the contents of the Newsletter that he and Councillors Robson and Youngman had written. The Councillors agreed the contents and, subject to the Newsletter being sent to the Councillors for final approval, agreed that Peter Turpin Associates be directed to print 900 copies and these would be distributed by the Councillors. **(Action Clerk)**

**09.022 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
14 January	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Hawkins, Kendall, Pannell
10 February	Ward Committee	Poppleton Centre/ 6.30pm	All

**09.023 - TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA**

The next agenda to include the determination of the future of the phone box on the Green and to review the employee's Contract of Employment

**09.024 - DATE OF NEXT MEETING – 9 FEBRUARY 2009**

The date of the next meeting was agreed as Monday 9 February 2009 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.45pm.

CHAIRMAN .....

DATE.....

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