

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.30 PM ON MONDAY 11 MAY 2009

PRESENT

Councillor John Pannell (Chairman)

Councillor Kathie Brydson

Councillor Vivien Crabb

Councillor Peter Hawkins

Mr James Mackman (Clerk)

Councillor Ted Kendall

Councillor Kate Richardson

Councillor Stuart Robson

Councillor Rae Youngman

09.066 – TO ELECT THE CHAIRMAN FOR THE YEAR

Councillor Pannell was proposed, seconded and elected as chairman.

09.067 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Pannell signed the Declaration.

09.068 - TO RECEIVE DECLARATIONS OF INTEREST ON ANY MATTERS OF BUSINESS

None.

09.069 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Eddie Allen.

09.070 - Annual Appointments

OFFICE	COUNCILLORS
Vice-Chairman	Hawkins
General Purposes Committee	Three Councillors for a quorum
Planning Committee	Robson, Crabb, Hawkins, Brydson
Ainsty Group of Parishes Representatives	Richardson, Pannell, Crabb
Cycle/Footpath Parish Links	Pannell
Neighbourhood Watch Co-ordinator	None
Poppleton Community Trust Observers	Pannell, Youngman
Poppleton Ousebank School Governors Representative	Hawkins
Poppleton Youth Action Group Representative	Richardson
Poppleton Railway Nursery	Robson
Rural West York Ward Team Representative	Hawkins
Ward Committee Representatives	Pannell, Hawkins
York Open Planning Forum Representative	Robson
Yorkshire Local Councils Associations Representatives	Pannell

09.071 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 MARCH 2009

The minutes of the meeting held on 9 March 2009 had been circulated and read. After a minor alteration had been agreed the minutes were accepted and signed as a true record.

09.072 - PUBLIC PARTICIPATION

None.

09.073 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only

The Chairman reported the following on behalf of City Councillor Ian Gillies:-

- Bus service X54 now stops in the village by request. It travels down Hodgson Lane and Station Road.
- The City Council has plans to increase the width of the road at the corner of Long Ridge Lane and Station Road so that the No. 10 bus can negotiate the corner more easily. The Clerk is to ask the appropriate Council Officer for details and a map of the work for comment.

09.074 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on Green racks (Min. 09.030a)

No progress to report.

(b) Progress on the complaint to the police (Min. 09.034ai)

The Clerk reported having received a holding letter from the police in response to his letter to Chief Superintendent Alison Higgins about the lack of a 999 police response to the incident on the Green. He is to follow up this letter in an endeavour to obtain a satisfactory response. **(Action Clerk)**

(c) Progress on the planting of the tree on Chantry Green (Min. 09.035a)

The Clerk reported that a new tree has been planted in Chantry Green. No-one present was sure if it was a replacement for the lime. The Clerk is to contact the City Council's Arboricultural Officer and seek clarification. **(Action Clerk)**

(d) Progress on claiming revenue grants from the City Council for the last financial year (Min. 09.052d)

The Clerk reported that he had asked the City Council why they hadn't paid last year's grass cutting and bus shelter grants to the Parish Council. He had been informed that the holdup had occurred because they needed information about the village seats. This information had now been sent and payment should be forthcoming soon and it should include an amount for the village seats.

09.075 - 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 11 May 2009. The report reflected the receipts and payments below. The bank balances at 11 May were:

Current
Account

£1,000.00

Business
Account

Money

£21,836.38

Manager

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

1143	James Mackman	Salary - May	£458.20
1144	Post Office Ltd	Tax & NI	£144.28
1145	Poppleton Community Trust	Room hire	£18.00
1146	James Mackman	Clerk's expenses	£22.13
1147	James Mackman	Salary – May	£444.57
1148	Post Office Ltd	Tax & NI	£135.57

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

City of York Council	First half year's precept	£9,500.00
Allotment holders	Annual allotment rent	£135.00

(d) *To agree the balance of the Clerk's annual pay increase as per the National Agreement*

The Clerk reported that NALC and the SLCC had accepted the arbitration award of an increase of 2.75% for the year commencing 1 April 2008. It was resolved to implement the increase.

(e) *To appoint an Internal Auditor*

It was agreed to re-appoint Linda Cariss as the Parish Council's Internal Auditor.

(f) *To agree the Statement of accounts on the Annual Return*

The Clerk gave an explanation of the figures in the Statement of Accounts on the Annual Return. It was agreed that the Chairman and the Clerk should sign the form.

(g) *To agree the Annual Governance Statement on 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 all the questions is "Yes" and the Chairman and Clerk signed the form.

09.076 - TO NOTE CORRESPONDENCE RECEIVED

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

- (a) CPRE - Hagg Wood visit details
- (b) CYC - Electronic Consultations
- (c) CYC - Financial Management System letter
- (d) Land Registry - Voluntary First Registration of Title booklet
- (e) Marston Moor Internal Drainage Board - Audit Notice
- (f) Mazars - External audit papers
- (g) North Yorkshire Police - Holding reply to complaint letter
- (h) Pat Knowlman - Footpaths letter
- (i) Poppleton Luncheon Club - Thank you letter & request
- (j) R A Forbes - Copy of letter to First Bus

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

- (a) Clerk & Councils Direct - May 2009, Issue 63
- (b) CPRE - Countryside Voice, Spring 2009
- (c) CPRE - Fieldwork - March 2009
- (d) CYC - European Parliamentary Election - Statement
- (e) CYC - Health Walks in York leaflets

- (f) CYC - Precept banding info
- (g) CYC - Rural West York - Your Ward - April 2009
- (h) CYC -Streets Ahead - April 2009
- (i) Equality & Human Rights Commission - Public Sector Equality Duties
- (j) Information Commissioner's Office - DVD "Tick tock"
- (k) Local Works - Reviving Communities
- (l) NHS - N Yorkshire & York - Old Forge Surgery listing
- (m) NPPC - Minutes of 16 February
- (n) NPPC - Minutes of 26 February
- (o) Rural Action Yorkshire - Country Air, Spring 2009 - Issue 111 and invoice
- (p) SLCC - The Clerk, May 2009
- (q) YLCA - White Rose Update, March 2009 - training details
- (r) YOPF - Newsletter - April 2009

09.077 - 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.

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

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

- (i) The Lime Garth sign is damaged. **(Action Clerk)**
- (ii) It was reported that the hump in the road outside the Library appears to be considered to be a safe place to cross the road when its purpose is to slow down traffic. Several incidents of children stepping off the kerb anticipating car drivers to stop were reported. The Clerk is to report this to the School. **(Action Clerk)**

09.079 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

No report.

(b) Events

None

(c) Maintenance –

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

The Clerk reported that he had spoken to Blairgowrie's agent who said that he had received no instructions from his client. It was agreed that he be asked to chase his client for instruction. **(Action Clerk)**

- (ii) *To decide the future of the seat under the tree near the Green bus shelter*

After discussion it was resolved to keep the seat in situ. Councillor Pannell is to look at the legs of the seat which in some places don't touch the ground because the tree roots have moved the concrete base. (**Action Councillor Pannell**)

09.080 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Richardson reported on a meeting of the Poppleton Youth Action Group. The Youth Club is now open on a Wednesday evening and is attracting between 25 and 30 children. As there has to be one leader for every ten children it has been necessary to recruit another leader. Seven candidates were interviewed for the post.

*** Councillor Brydson left the meeting at this point in the agenda.**

09.081 - TO RECEIVE A REPORT ON VILLAGE POLICING

The following schedule of incidents in Upper Poppleton had been received from Nigel Colley PCSO 5642, Rural West Safer Neighbourhood Policing Team.

8 Mar	Auto crime - 2 cars taken (Recovered)	Station Road
9 Mar	Burglary dwelling x 2 - 1 arrest (recalled to prison)	Main St
14 Mar	Theft - Goods taken	Co-op Stores, The Green
20 Mar	Criminal damage - Window broken	The Green
28 Mar	Criminal damage - Window broken	Hodgson Lane
7 Apr	Criminal Damage - Gate damaged	Northfield Lane
14 Apr	Theft - Money and equipment taken	Northfield Lane
18 Apr	Theft - Goods taken from store	The Green
23 Apr	Commercial burglary x 2 - Entry gained after rear door smashed	Northminster Business Park
30 Apr	Theft - Plants taken	Burlands Lane

09.082 – TO DISCUSS COUNCILLOR TRAINING

It was agreed to defer discussion on this subject.

09.083 – TO CONSIDER THE PROCEDURE FOR ACCEPTING APPLICATIONS FOR FUNDING

After discussion it was resolved that applications for grants in the ensuing budget year should be lodged with the Parish Council by 1 November.

09.084 – TO CONSIDER RENEWAL TERMS AND OPTIONS FOR THE PARISH INSURANCES

Councillor Youngman informed the meeting that he had advised the Clerk to speak to AON the insurance broker. AON has assured the Council that they strongly recommended the Allianz Cornhill policy. It was agreed to accept Allianz’s quotation for the ensuing year.

09.085 – TO COMMENT ON THE CITY COUNCIL’S STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT

It was agreed to note the information received on this subject.

09.086 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 May	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Hawkins, Kendall, Pannell
22 May	Ward Team	Room 2, Guildhall/ 10.00am	Pannell, Hawkins

09.087 - TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA

No *Minors matters* were raised.

No items were raised for the *next agenda*.

09.088 - DATE OF NEXT MEETING – 8 JUNE 2009

The date of the next meeting was agreed as Monday 8 June 2009 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.30pm.

CHAIRMAN

DATE.....

James Mackman, Clerk 22a Long Ridge Lane, Nether Poppleton, York YO26 6LX

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