

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 8 MARCH 2010

PRESENT

Councillor John Pannell (Chairman)

Councillor Kathie Brydson

City Councillor Ian Gillies

Councillor Vivien Crabb

Councillor Peter Hawkins

Councillor Ted Kendall

Mr James Mackman (Clerk)

Councillor Stuart Robson

Councillor Rae Youngman

The Clerk read a letter of resignation from Councillor Kate Richardson which the Councillors noted with regret. It was agreed that a letter be sent to Mrs Richardson to thank her for giving the Parish Council such dedicated service over the last 31 years. (**Action Clerk**)

10.050 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No names had been put forward for consideration.

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

None.

10.052 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies.

10.053 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2010

The minutes of the meeting held on 8 February 2010, having been circulated and read, were accepted and signed as a true record.

10.054 - PUBLIC PARTICIPATION

Jerry Holland gave the Councillors an update on the proposed youth shelter. As a resident had objected to the proposed siting by the basketball court a new site by the car park had been suggested. This had been turned down by the Poppleton Community Trust Executive Committee (PCT) which was opposed to the installation of a youth shelter at the present time owing to the ongoing noise abatement problem. Mr Holland said that the land occupied by the children's play area was City Council land and that it would therefore be possible to move the fencing of the play area back at the end nearest to Main Street in order to create space to locate the Youth Shelter. Councillor Hawkins, who until recently had been the secretary of the PCT, explained that although the children's play area was looked after by the City Council it was actually within the curtilage of the land leased to the PCT.

10.064 – TO NOTE PROGRESS ON THE INSTALLATION OF THE PROPOSED YOUTH SHELTER

It was agreed, given that Jerry Holland was present, that this agenda item be brought forward to this point on the agenda.

Following a discussion in which the Councillors considered the points that Mr Holland had made and the fact that the grant from Yorventure would expire at the end of March 2010, it was agreed that the subject of the youth shelter would be dropped and no further action taken.

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

City Councillor Ian Gillies reported that

- The street light in the Brackenhills snicket has been mended. The fault had been difficult to correct and it had taken six men two days to carry out the repair.
- The City Council's Planning Committee will be considering the planning application for the proposed A59 Park & Ride at a meeting on 25 March.
- There has been an amicable agreement drawn up between the City Council and the Poppleton Community Trust with regards to the noise abatement problem.

10.056 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on repairs to the collapsed drain in Main Street (Min. 10.032a)*

No progress to report

(b) *Progress on straightening and refurbishing the pump adjacent to 79 Station Road (Min. 10.032b)*

No progress to report

(c) *Progress on refurbishing the pump at the corner of Lime Garth & Main Street (Min. 10.032c)*

No progress to report

(d) *Progress on the repair to the bus shelter seat (Min. 10.042)*

The seat has been repaired.

10.057 - 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 8 March 2010. The report reflected the receipts and payments below. The bank balances at 8 March were:

Current Account		£500.00
Business Account	Money	Manager
		£22,436.60

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

1204	Poppleton Community Trust	Room hire – February	£19.00
1205	J Ferguson	Mole removal	£50.00
1206	James Mackman	Salary – March	£448.42
1207	Post Office Ltd	Tax & NI – March	£138.12
1208	James Mackman	Clerk's expenses	£97.87

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

None

(d) To re-appoint the Internal Auditor

The Clerk reported that Linda Cariss had said that she would be willing to continue as the internal auditor if asked. It was agreed that Mrs Cariss be asked to continue in her role as internal auditor. **(Action Clerk)**

(e) *To consider a request from All Saints Church for an increase in the grant for cutting the grass in the churchyard*

After discussion it was agreed that the sum of £150 be paid immediately, this sum having been provided for in the current year’s budget. It was agreed that a further sum of £150 be paid early in the new financial year. It was also agreed that the Parish Council would need a breakdown of the cost of grass cutting and hedge trimming before consideration be given to an increase of the grant. **(Action Clerk)**

(f) *To consider making a donation to the York Youth Council’s projects*

After discussion it was agreed not to make a donation.

10.058 - TO NOTE CORRESPONDENCE RECEIVED

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

- (a) A letter from a resident regarding another incident in the car park by the White Horse Inn
- (b) A response from a resident regarding the Parish Council’s decision not to allow the erection of bollards at the corner of Station Road and Black Dike Lane
- (c) HM Revenue & Customs - Employer Pack 2010
- (d) York Crime Reduction etc. Allotment Watch marking scheme details

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

- (a) BTCV – Advertising leaflet
- (b) Burn & Co - Law Brief 2010, Issue 1
- (c) Clerk & Councils Direct - March 2010, Issue 68
- (d) CYC - Precept information
- (e) Nether Poppleton Parish Council - Minutes of 18 January
- (f) York Local Involvement Network - LINKed In, February 2010

10.059 - TO RECEIVE THE PLANNING COMMITTEE REPORT

(a) To consider Planning Applications

The Clerk had circulated a detailed list of current outstanding planning applications including applications received since the February Parish Council meeting and considered by the Planning Committee. The table below shows the plans that have been considered by the Parish Council’s Planning Committee and the Planning Committee’s comments. The Parish Councillors confirmed their agreement of the Planning Committee’s comments.

Details of Planning Application	Comments
Ref: 10/00109/FUL – Single-storey pitched roof rear extension at 23 Willow Croft by Mr & Mrs David Fatkin.	No objections
Ref: 10/00126/FUL- Single-storey rear extension to provide additional consulting room and new access to first floor (resubmission) at The Olde Forge Surgery, Main Street by The Partners.	We do not object to the planning application but wish to point out that the Design & Access Statement states that “The existing parking adequately serves the practice”. We feel that this statement is inappropriate given the numbers of cars parked on Main Street during surgery hours.

<p>Ref: 10/00215/TCA – Reduce longer lateral branches by 15%, reduce the secondary conjoined branch crown clean and rebalance Beech (T1), Crown lift by 4m and reduce neighbouring property by 20%, crown clean and rebalance, Beech (T2) Trees in the Conservation Area at Brambles, Main Street by Mrs Mackellar.</p>	<p>No objections</p>
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(b) To note Local Authority Planning Decisions

It was noted that the Local Planning Authority had approved the following three applications:

- Ref: 09/01736/FUL – First floor extension to bungalow to form 2-storey house with rooms in the roof (resubmission) at 60 Station Road by Mr Paul Tomlinson.
- Ref: 09/02296/FUL – Pitched roof stable block and manege (renewal of planning permission 04/03635/FUL) at Burlands House Farm, Burlands Lane by Mrs A Wetherall.
- Ref: 09/02343/FUL – Single-storey pitched roof side extension at 5 Beech Way by Mr Allen Brooks.

(c) To receive a report on progress on the Awards for All application

Councillor Pannell reported on the proceedings at a recent YLCA meeting when it was pointed out that the City Council does not support a paperless planning process at the moment as the associated software has not been released which means that the City Council has no control over the system. At the meeting it was reported that no Parish Council has received grant money for the necessary equipment. After a short discussion it was agreed not to proceed with this subject and to drop it from future agendas.

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

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

- i. Councillor Hawkins reported that the “Lime Garth” sign had been damaged by a vehicle and that he had reported the damage to the website “Fix My Street”. Within minutes he had received an acknowledgment of his report.
- ii. Councillor Robson mentioned the amount of litter that is on the verges of the Black Dike Lane, A59, Hodgson Lane triangle. It was agreed that the City Council be asked to clear the litter as soon as possible. **(Action Clerk)**

10.061 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

No reports.

(b) Events

No report.

(c) *Maintenance –*

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

The Clerk reported having sent a recorded letter to the place of work of the owner of Blairgowrie. The letter had been delivered to the office but the Clerk had been informed that the intended recipient no longer worked there. He had been told that the letter had been forwarded to her last known address. Subsequently the Clerk had spoken to the owner’s agent who had said that the owner had contacted him and said she was going to send him the letters she had received from the Parish Council. It was agreed that a letter be sent to the agent asking for settlement of the cost of clearing the vegetation. **(Action Clerk)**

- ii. It was reported that the one of the battens in the seat near Maypole House had been removed. It was agreed that the Clerk should authorise the appropriate repair. **(Action Clerk)**

- iii. It was reported that the interior of the BT phone box on the Green needs to be cleaned. The Clerk is to contact BT to arrange for this to be done. **(Action Clerk)**

10.062 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

- (a) *Councillor Pannell* reported on the Poppleton Community Trust’s Executive meeting held on 22 February.

- (b) *Councillor Hawkins* reported on his attendance at a “Duty to Involve” meeting held on 4 March.

10.063 - 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 February	Theft	Mowers /garden equipment taken (some recovered)	Community Centre
15 February	Criminal damage	Window broken	Westfield Close
17 February	Criminal damage	Car scratched	Northfield Lane
8 February	Theft	Mowers /garden equipment taken (some recovered)	Community Centre

PCSO Colley reported that “Crime remains low down 26% on last year’s figures. We have had more graffiti, quite a few reports of ASB on The Green, Dikelands Lane, Poppleton Park play area and Millfield Lane.”

10.064 – TO NOTE PROGRESS ON THE INSTALLATION OF THE PROPOSED YOUTH SHELTER

See minute above.

10.065 – TO AGREE THE CLERK’S ATTENDANCE AT THE SLCC TRAINING DAY ON 4 MARCH

The Clerk’s attendance at the recent Training Day was confirmed and the cost of £17 for the training plus mileage was agreed.

10.066 – TO DISCUSS CLERK AND COUNCILLOR TRAINING

The Councillors considered a list of training courses being run by the YLCA and a Development Control Seminar being held by the City Council. It was agreed that the Clerk should attend a seminar on Internal Audit which is to be held at Elvington Parish Hall on 14 April. (Action Clerk)

10.067 - TO RECEIVE A REPORT ON THE PROGRESS ON THE CLERK’S APPRAISAL ETC.

The Chairman reported that an appropriate performance management system is in place for the Clerk.

10.068 – TO RECEIVE CONTRIBUTIONS FOR THE SPRING NEWSLETTER

A number of suggestions were put forward for the spring Newsletter. Councillors Kendall, Robson and Youngman will produce a draft Newsletter for consideration at the April meeting.

10.069 – TO CONSIDER THE RESULTS TO DATE OF THE BRACKENHILLS PETITION AND AGREE WHAT TO DO NEXT

The Clerk reported having collected the petition forms that he had distributed to various premises in the village. Currently 390 people had signed the petition. City Councillor Gillies said that he would present the petition at the City Council meeting to be held on 8 April. It was agreed that no more signatures be obtained.

10.070 – TO RECEIVE A REPORT FROM THE STANDING ORDERS AND FINANCIAL REGULATIONS WORKING GROUP

Councillor Pannell said that the working group will report to the Parish Council at the meeting to be held on 12 April.

10.071 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
29 March	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Pannell, Youngman

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

Minor Matters – None.

Items for the next agenda - None

10.073 - DATE OF NEXT MEETING – 12 APRIL 2010

The date of the next meeting was agreed as Monday 12 April 2010 at 7.15pm.

There being no other business the Chairman closed the meeting at 9.35pm.

CHAIRMAN

DATE.....

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