

## 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 10 MAY 2010

#### PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Kathie Brydson  
Councillor Vivien Crabb  
Councillor John Pannell  
Councillor Stuart Robson  
Councillor Judith Thorpe.  
Councillor Rae Youngman

City Councillor Ian Gillies

Mr James Mackman (Clerk)

#### 10.095 – TO ELECT THE CHAIRMAN FOR THE YEAR

Councillor Hawkins was proposed, seconded and elected as chairman.

Councillor Pannell, who had stood down as Chairman, was thanked for all his past work in that office. The words “fantastic” and “super” were used.

#### 10.096 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No names had been put forward for consideration.

#### 10.097 - TO RECEIVE DECLARATIONS OF INTEREST ON ANY MATTERS OF BUSINESS

None.

#### 10.098 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ted Kendall.

#### 10.099 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Kendall
General Purposes Committee	Three Councillors for a quorum
Planning Committee	Robson, Crabb, Brydson, Youngman
Ainsty Group of Parishes Representatives	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 Railway Nursery	Robson
Poppleton Youth Action Group Representative	Hawkins
Rural West York Ward Team Representative	Hawkins, Pannell
Ward Committee Representatives	Hawkins, Pannell
York Open Planning Forum Representative	Robson
Yorkshire Local Councils Associations Representatives	Hawkins, Pannell



### **10.100 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 APRIL 2010**

The minutes of the meeting held on 12 April 2010, having been circulated and read, were accepted and signed as a true record.

### **10.101 - PUBLIC PARTICIPATION**

None.

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

City Councillor Ian Gillies reported that

- Work started today on the creation of a bus stop on the A59 by the Poppleton Garden Centre. The kerb is to be raised.
- The A59 Park & Ride scheme is now on the Regional Transport Boards list. If money is available, building work should commence in March 2011.
- There have been complaints about vehicles speeding in Black Dike Lane

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

(a) *Progress on straightening and refurbishing the pump adjacent to 79 Station Road (Min. 10.080b)*

The pump has been straightened and refurbished.

(b) *Progress on refurbishing the pump at the corner of Lime Garth & Main Street (Min. 10.080c)*

The pump has been refurbished.

(c) *Progress on the distribution of the spring newsletter (Min. 10.088)*

The Newsletter has been printed and most have been distributed. It was regretted that the printing had taken longer than was anticipated and that the police surgery on 1 May which had been mentioned in the Newsletter had taken place prior to the Newsletters being delivered.

### **10.104 - 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 10 May 2010. The report reflected the receipts and payments below. The bank balances at 10 May were:

Current		
Account		£500.00
Business	Money	Manager
Account		£29,815.95

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

1222	Peter Turpin Associates	Spring Newsletter	£270.00
1223	James Mackman	Salary – May	£448.42
1224	Poppleton Community Trust	Room hire – April	£19.00
1225	Post Office Ltd	Tax & NI – May	£138.12
1226	James Mackman	Clerk's expenses	£88.87

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

City of York Council  
Allotment holders

First half year's precept  
Annual allotment rents

£9,690.00  
£40.00

*(d) 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.

*(e) 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.

**10.105 - TO NOTE CORRESPONDENCE RECEIVED**

*10.105.1 - The Clerk read or referred to the following items of correspondence*

CYC - Free Compost Giveaway posters which had been posted on the notice board

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

- (a) ArborTech - Advert
- (b) Clerk & Councils Direct - May 2010, Issue 69
- (c) A letter of introduction from the new City Council Rural Housing Enabler
- (d) Martin House - Newsletter 2010
- (e) Nether Poppleton Parish Council – minutes of 15 March 2010
- (f) NYCC - Minerals Core Strategy First Consultation 2010
- (g) SLCC - The Clerk, May 2010
- (h) YOPF - Newsletter, April 2010

**10.106 - 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 April Parish Council meeting and considered by the Planning Committee.

Details of Planning Application	Comments
Ref: 10/00398/FUL – Single-storey rear extension at 1 Manor Court, Black Dyke Lane by Mr Russell Pickering.	No objections
Ref: 10/00658/FUL – Erection of agricultural building at STREET RECORD, Burlands Lane to Burlands Farm by Mr & Mrs Bradshaw.	No objections

*(b) To note Local Authority Planning Decisions*

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

- Ref: 09/02291/OUTM – Construction of new headquarters building to south of Acer House with associated car parking and landscaping at land adjacent to Northminster Business Park, Wykeham Road by Northminster Business Properties.
- Ref: 10/00267/FUL – Alterations and conversion of existing attached garage to create new dwelling at 88 Station Road by Mr Michael Kaye.

It was noted that the following application had been withdrawn:

- Ref: 10/00120/FUL – Dormer bungalow to side of Mill Race Bungalow at Mill Race, Main Street by Mr K Hunter.

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

*(a) To consider reports on vandalism*

It was reported that graffiti has been sprayed on a number of signs. It was agreed that a letter be sent to Police Sergeant Andy Haigh notifying him of the Councillors dissatisfaction about the increasing incidence of graffiti, vandalism and youths congregating around the bus shelter on the Green. Also, that there is a lack of observed police presence in the village. Sergeant Haigh is to be invited to attend the next Parish Council meeting. **(Action Clerk)**

*(b) To receive other reports*

None

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

*(a) Trees*

No reports.

*(b) Events*

No report.

*(c) Maintenance –*

- i. *To discuss the agent's reply to the Parish Council's request for reimbursing the Parish Council for the cost of clearing Blairgowrie vegetation in Chantry Green*

It was agreed to send another letter to Lucienne Bleasdale by recorded delivery. **(Action Clerk)**

- ii. *To consider action to remove the branch that fell out of a Blairgowrie tree on to Chantry Green*

It was reported that the City of York arboriculturalist had said that the fallen branch was not dangerous. It was agreed that the branch should be removed as soon as possible and that all the wood should be returned to Blairgowrie land. Quotations are to be sought for this work. The Clerk was deputed to authorise the work providing that a quotation is less than £150. **(Action Clerk)**

- iii. *To consider the refurbishment of the Chantry Green No Parking sign*

It was agreed to ask Phil Lunan to quote for repairs to this sign. The Clerk was deputed to authorise the work. **(Action Clerk)**

- iv. *To note progress on meeting the Conservation Officer on the subject of a cycle rack on the Green*

The Conservation Office had contacted the Parish Council to say she would have to liaise with the team about workload and also have a quick word with Andy Vose, the Cycling Officer. The Councillors expressed their dissatisfaction over this reply. The meeting was suspended whilst the Councillors went outside the Community Centre to look at the recently installed cycle racks. Resuming the meeting it was agreed that similar but preferably smaller cycle racks would be appropriate for the Green and Andy Vose is to be asked if Councillors can have a look at the racks that he has in stock. **(Action Clerk)**

- v. Concern was expressed that the grass that had been sown on Chantry Green appeared not to have grown and that the weeds had not been cut. The Clerk is to arrange a meeting with the contractor and Councillors so that the matter can be resolved. (**Action Clerk**)

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

- (a) *Councillor Pannell* reported on
- i. The Ward Committee meeting held on 28 April
  - ii. The Poppleton Community Trust's Executive meeting held on 29 April.
- (b) *Councillor Hawkins* reported on his attendance at a School Governors meeting on 20 April. He has been appointed to the Finance Committee.

### **10.110 - 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.

11 April	Theft	Cycle taken	The Green
12 April	Theft	Cycle taken	A59
22 April	Criminal damage	Crops damaged	Hodgson Lane
23 April	Theft	Cycle taken	The Green
23 April	Autocrime	Badges removed from car	Main Street
25 April	Criminal damage	Car damaged	Main Street
28 April	Criminal damage	Crops damaged	Hodgson Lane
30 April	Theft	Lead taken	Hodgson Lane
1 May	Theft	Goods taken	Wyevale
3 May	Theft	Cycle taken	The Green

PCSO Colley reported that "As well as the above we are still suffering ASB on the Green."

### **10.111 – TO CONSIDER A REPORT FROM THE STANDING ORDERS AND FINANCIAL REGULATIONS WORKING GROUP**

Councillor Pannell reported that the revised Standing Orders would be presented for comment and approval at the June Parish Council meeting.

### **10.112 – TO CONSIDER THE PAINTING OF THE KERBSIDE RAILINGS IN MAIN STREET**

It was agreed that the City Council's Highways Department be asked to paint white the wooden railings by the beck in Main Street, Upper Poppleton. This would improve the visibility of the railings at night time. (**Action Clerk**)

### **10.113 – TO CONSIDER RENEWAL TERMS AND OPTIONS FOR THE PARISH INSURANCES**

The Clerk reported that AON, the Parish Council's Broker, had advised that the insurance premium for the forthcoming year would be £1,013.35. A quotation of £857.10 had been received from Aviva via another broker, Came & Co. A further saving was offered if the Council accepted a 3-year agreement, reducing the 2010/11 premium to £814.24. The cover was also superior to the existing arrangements, subject to an excess of £250. The Clerk reported that when he had informed AON of the Came & Co quotation, AON had re-negotiated terms with the existing insurer, but had only been able to match the gross premium



and excess - no offer of term agreement discount. It was agreed that the Parish Council would accept the Came and Co proposal with the 3-year discount.

**10.114 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
13 May	York Open Planning Forum	Denham Room, YCVS, Priory Street/ 7.00pm	Robson
21 May	Ward Team	Room 4, Guildhall/ 12.00 noon	Hawkins
3 June	YLCA York Branch	Strensall Village Hall/ 7.30pm	Hawkins
21 July	Ward Committee	Askham Richard	All
26 July	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Pannell, Youngman

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

*Minor Matters – None.*

*Items for the next agenda –*

- (a) To consider further action on the A59 Park & Ride Scheme,
- (b) To discuss opening the access to Low Poppleton Lane for residents,
- (c) To review the policy of allocating allotments.

**10.116 - DATE OF NEXT MEETING – 14 JUNE 2010**

The date of the next meeting was agreed as Monday 14 June 2010 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.35pm.

CHAIRMAN .....

DATE.....

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