

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 OCTOBER 2010

PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Vivien Crabb

Councillor Ted Kendall

Councillor John Pannell

Councillor Stuart Robson

Councillor Judith Thorpe

Councillor Rae Youngman

City Councillor Ian Gillies

Mr James Mackman (Clerk)

10.184 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No names had been put forward for consideration.

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

None.

10.186 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Kathie Brydson.

10.187 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 13 SEPTEMBER 2010

The minutes of the meeting held on 13 September 2010, having been circulated and read, were accepted and signed as a true record.

10.188 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies reported on a number of items which Councillors noted.

10.190 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on the painting of the kerbside railings in Main Street (Min. 10.145b)

The Clerk reported that he had spoken to Rachel Stewart, the City Council's Street Environment Officer, and had been assured that she was in the process of obtaining quotations for the work and that the work would be done

(b) Progress on tree work on the Green (Min. 10.128a)

It was reported that Councillors Hawkins and Pannell and the Clerk had crown lifted all the trees on the main Green. It was now possible for the grass cutting contractor to drive his mower under the branches of all the trees. The branches of the tree by the bus shelter had been cut higher than the other trees to enable more light from the adjacent street light to shine on the seat under the tree at night. The protective cages round the trees will be removed in due course.

(c) *Progress on the easement for work on Chantry Green (Min. 10.173(c)v)*

The Clerk reported that he had instructed Graeme Burn to carry out the legal work involved in producing the easement.

10.191 - 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 October 2010. The report reflected the receipts and payments below. The bank balances at 11 October were:

Current		
Account		£500.00
Business	Money	Manager
Account		£28,114.79

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

1257	Poppleton Youth Action Group	Grant	£1,000.00
1258	Broadley Gardens	Crocus bulbs	£419.57
1259	Mazars	Audit fee	£285.00
1260	Poppleton Community Trust	Room hire - September	£19.40
1261	James Mackman	Salary – October	£459.20
1262	Post Office Ltd	Tax & NI – October	£127.34
1263	Baron Landscape	Grass cutting – September, Chantry Green work	£655.00

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

City of York Council	2nd half year's precept	£9,690.00
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(d) *To agree to acquire a wreath for the War Memorial for Remembrance Sunday*

It was agreed that the Clerk should acquire a wreath from the British Legion for the Chairman to lay on the War Memorial at the Remembrance Day Service on the Green on 14 November. **(Action Clerk)**

(e) *To receive the report of the external auditor*

The external auditor had made three comments on this year's Annual Return.

- i. The Council should ensure that it has regard to the level of reserves when setting future precepts.
- ii. An explanation of variances in income and expenditure in Section 1 of the Annual Return should be provided in future years
- iii. Council members should ensure that they have sufficient evidence to support the assertion in Section 2, Box 6 that the Council has "maintained throughout the year an adequate and effective system of internal audit". The Clerk, as Responsible Finance Officer, advised the Council that he was satisfied with the current procedure. The Council voted to accept the Clerks advice.

The external auditor's comments were noted.

(f) *To consider the request from Poppleton Junior Football Club for the release of the grant*

It was noted that the Junior Football Club had written to ask for the grant to be paid but it hadn't awarded a contract for the building of the pavilion. It was agreed that, in accordance with Minute 10.169e, no money should be paid until a contract had been awarded.

10.192 - TO NOTE CORRESPONDENCE RECEIVED

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

- (a) CYC - Eco Friendly Family Day notice
- (b) A letter from Julie Hood, the City Council's Neighbourhood Management Officer for Rural West York. It was agreed that Julie could address the Parish Council at the November meeting
- (c) CYC - Your Council Needs You posters
- (d) Marston Moor Internal Drainage Board - Audit Notice

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

- (a) Marie Curie Nursing Service - Funding request
- (b) McInerney Homes - Building Better Communities
- (c) Nether Poppleton Parish Council - Minutes of 9 August

10.193 - 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 September Parish Council meeting and considered by the Planning Committee.

Details of Planning Application	Comments
Ref: 10/01954/TCA – Fell conifer and other unknown species, Trees in the Conservation Area at Greenfold, Hodgson Lane by Mrs Edith Parkin.	No objections
Ref: 10/01999/FUL – Two-storey rear and side extension at 3 Beech Grove by Mr Stuart Chisholm.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 10/01479/FUL – Veranda to rear at Lupton House, Main Street by Mrs Redfearn.

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

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

- i. It was noted that the missing Orchard Road sign has been replaced.
- ii. Attention was drawn to the fact that whereas most streets in Poppleton have a street sign at both sides of the entrance there is only one sign on the corner of Northfield Lane with the A59. It was resolved that the Clerk should ask the City Council to erect a second sign. **(Action Clerk)**

10.195 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

The Clerk reported that Ryland Horticulture has advised that the elm tree on the Green has Dutch Elm disease and that it should be felled. It was resolved to seek two independent written reports on the condition of the tree together with recommendations as to possible action to be taken. **(Action Clerk)**

(b) Events

It was noted that a large poster advertising the 5th of November Fireworks Display at the Poppleton Centre had appeared on the Green. It was agreed that the Clerk should write to the Poppleton Community Trust to advise that it should seek the Parish Council’s approval prior to erecting any advertising material for future events. **(Action Clerk)**

(c) Maintenance – To progress the proposal to add Marine David Hart’s name to the inscriptions on the War Memorial

Following a discussion it was resolved to acquire a bronze plaque in accordance with the approximate specifications tabled by the Chairman and to authorise the Clerk to incur the necessary expenditure. It was further resolved to contact Marine Hart’s parents to seek their permission to place a temporary cross for the Remembrance Day service in the event that the plaque is not available in time. **(Action Clerk)**

10.196 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

There were no reports.

10.197 - VILLAGE POLICING - TO RECEIVE A REPORT OF THE LAST TWO MONTH'S INCIDENTS

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

14 Sep	Criminal Damage	Car damaged	Main Street
15 Sep	Burglary Other	Cycles taken	Dikelands Lane
16 Sep	Arson	Straw set alight	Westfield Lane
23 Sep	Theft	Diesel taken	Northfield Lane

PCSO Colley reported that “The City of York area is suffering a spate of distraction burglaries. Elderly people are being targeted. 2 - 3 middle aged males attend the property. They say they are from either the Gas Board or Water Board (neither of which now exists). They ask the occupant to turn on the water or a gas appliance in the kitchen. While they are doing this the other males search and steal from the other rooms.”

10.198 - TO CONSIDER DEVELOPMENTS ON THE A59 PARK & RIDE SCHEME

A draft letter to local MP Julian Sturdy had been circulated prior to the meeting. The contents were agreed, the letter approved and is to be sent by the Clerk. **(Action Clerk)**

10.199 - TO CONSIDER THE DRAFT LETTER REGARDING THE OPENING OF ACCESS TO LOW POPPLETON LANE FOR RESIDENTS

It was agreed to send a letter to the City Council asking for the justification of the continuing presence of the bollards at the end of Low Poppleton Lane given that the reasons for their existence no longer exist. **(Action Clerk)**

10.200 - TO CONSIDER PRODUCING A NEWSLETTER

It was agreed that a Newsletter would be produced in February 2011.

10.201 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 October	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Pannell, Youngman
20 October	Ward Committee	Copmanthorpe School/ 7.00pm	All
25 October	Police Liaison	Poppleton Centre 2.00pm	Hawkins
12 November	Ward Team	Poppleton Centre/ 11.00am – 2.00pm	Hawkins

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

Minor Matters

None

Items for the next agenda –

Open Day March 2011.

10.203 - DATE OF NEXT MEETING – 8 NOVEMBER 2010

The date of the next meeting was agreed as Monday 8 November 2010 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.24pm.

CHAIRMAN

DATE.....

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