

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 JANUARY 2011

PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Kathie Brydson

Nine members of the public

Councillor Ted Kendall

Councillor John Pannell

City Councillor Paul Healey

Councillor Stuart Robson.

Councillor Judith Thorpe

Mr James Mackman (Clerk)

Councillor Rae Youngman

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

Councillor Kendall declared a personal interest in agenda item 11.007h, (a request for funding received from the Poppleton Community Trust) and Councillor Hawkins declared a personal interest in agenda item 11.007i (a request for funding received from the Poppleton Youth Action Group).

11.002 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Vivien Crabb and City Councillor Ian Gillies who had a prior appointment at 10 Downing Street.

11.003 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 NOVEMBER 2010

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

11.004 - PUBLIC PARTICIPATION

None.

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

No report.

11.006 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on the painting of the kerbside railings in Main Street (Min. 10.209b)*

Given the appalling weather since the November meeting when it was freezing throughout December it was not surprising that there was no progress to report.

(b) *Progress on the easement for work on Chantry Green (Min. 10.209c)*

No progress to report.

(c) *Progress on releasing the £5,000 grant to the Poppleton Junior Football Club (Min. 10.210e)*

The Clerk said that he had received proof that the contract for the new pavilion had been signed and that he had consulted with the Chairman who had agreed that the cheque for £5,000 should be given to the Junior Football Club.

(d) *Progress on the enquiry into the risk of the spread of Dutch Elm Disease (Min. 10.214ai)*
It was agreed that no progress could be made on this subject until the new season's leaves appear.

(e) *Progress on the letter sent to NEDL (Min. 10.220)*

The Clerk reported that he had been contacted by a representative from NEDL who had said that the area in front of the substation is to be covered in a membrane which will itself be covered by wood chippings. Steps are being taken to rehang the gates.

11.007 - 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 January 2011. The report reflected the receipts and payments below. The bank balances at 10 January were:

Current Account		£500.00
Business Account	Money	Manager
		£19,212.54

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

1268	Yorkshire Water	Allotment water	£15.22
1269	Poppleton Community Trust	Room hire October	£19.40
1270	Baron Landscape	Grass cutting -	£145.00
1271	J Rotherham (York)	War Memorial inscription	£279.00
1272	Poppleton Junior Football Club	Grant	£5,000.00
1273	James Mackman	Salary – December	£459.20
1274	Post Office Ltd	Tax & NI – December	£127.34
1275	Poppleton Community Trust	Room hire – November	£19.40
1276	Mrs L Cariss	Internal audit fee	£80.00
1277	James Mackman	Salary – January	£459.20
1278	Post Office Ltd	Tax & NI – January	£127.34
1279	James Mackman	Expenses	£71.08

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

HM Customs & Revenue	VAT refund	£238.72
HSBC	Interest	£3.16

(d) *To receive the internal auditor's report*

The Clerk read a portion of the internal auditor's report which stated that "I can confirm that in all significant respects the objectives have been achieved throughout the financial year to a standard adequate to meet the needs of the Council. I can report that the standard of the Parish Council's records are such that I have no comments, adverse or constructive to make on this year's audit" The Councillors accepted the report and expressed their thanks to Mrs Cariss, the internal auditor.

(e) *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 £151.00.

(f) To consider a request from All Saints Church Hall for a grant of £1,000

It was noted that the Parish Council had previously granted the sum of £3,000 towards the refurbishment of All Saints Church Hall with the proviso that proof of expenditure had to be provided prior to any funds being paid. The Church Hall had sent an invoice for £1,051.63 for the installation of two kitchen windows and was asking for the release of £1,000. It was agreed that this sum should be released and that it would be set against the £1,000 capital fund that had been set aside. **(Action Clerk)**

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

A letter from All Saints Church asking for an increase in the annual grant from £150 to £500 was considered. The Clerk said that the grant had been £150 since 2006. It was agreed to raise the grant to £300 for 2011-12.

(h) To consider a request for funding received from the Poppleton Community Trust (PCT)

The PCT had written to ask the Parish Council to maintain the level of grant it had received last year. Councillor Hawkins read out a statement outlining the Parish Council's duties and obligations with respect to the precept and grants. Representatives from the PCT who were present were asked about the Trust's finances. Their response was that the Trust is covering revenue expenses but has a need to spend money on the old boiler, renewing gutters and resurfacing the sports hall floor. Priorities constantly change but the Trustees have a duty to maintain the building.

It was stated that grants of £17,500 have been received this year from sources other than the Parish Councils. Fund raising this year has raised £12,000.

*City Councillor Paul Healey arrived at this point in the meeting.

Following a discussion it was agreed that the sum of £5,000 be granted to the PCT in 2011-12 with no strings attached

(i) To consider a request for funding received from the Poppleton Youth Action Group

It was agreed to grant the sum of £1,000 for 2011-12.

(j) To consider a request for funding received from the Millennium Green Trust

It was agreed to defer a decision on this subject until the March meeting. In the meantime the Trust is to be asked for a copy of its accounts, current bank balances, constitution and details of any other funding that has been / is being sought. **(Action Clerk)**

(k) To consider the quotation for the refurbishment of the War Memorial

A quotation for refurbishing the whole of the War Memorial was considered. It was agreed that this was not necessary but that a quotation for repainting the inscriptions should be sought. **(Action Clerk)**

Councillor Hawkins was thanked for his efforts in making sure that David Hart's name had been inscribed on the War Memorial in time for the Remembrance Day Service on the Green.

(l) To consider the Budget for 2011-12 and set the precept

The Councillors considered the proposed budget that the Clerk had circulated prior to the meeting. After discussion it was resolved to set the precept at £19,380 for the financial year

2011-12. The Chairman and Clerk signed the appropriate City Council request form. The agreed budget is attached to these minutes.

11.008 – TO NOTE CORRESPONDENCE RECEIVED

11.008.1 – The Clerk referred to the following item of correspondence

- (a) A letter from Carol Partington suggesting that the next Newsletter should contain an article about plastic bags
- (b) CYC – Electoral Roll 2010
- (c) A demand for payment of the various administration charges for the unmetered electricity supply and meter for the old demolished bus shelter. It had been thought that this subject was closed but it would appear that the agreement with the previous debt collector has been ignored and a new debt collector (Empingham) has been appointed. The Clerk reported that he had supplied the new debt collector with details of previous correspondence and had categorically denied that the Parish Council had ever accepted the administration charge and had done everything it could to stop the charge being made.
- (d) YLCA – Notice of subscription increase to £519

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

- (a) Burn & Co- Law Brief 2010 Issue 5
- (b) Clerk & Councils Direct - January 2011 – Issue 73
- (c) CYC - Former sugar factory LDF
- (d) CYC - Streets Ahead – Winter 2010
- (e) Hambleton District Council - Adoption of Allocations DPD
- (f) J Parker Dutch Bulbs - Spring 2011 catalogue
- (g) Nether Poppleton Parish Council - Minutes 18 October
- (h) NYCC - Minerals & Waste Development Framework update
- (i) The Royal British Legion - Great Poppy Party Weekend
- (j) YLCA - White Rose Update, November 2010 etc
- (k) YLCA - York Branch meeting 3 February details
- (l) York Open Planning Forum - Newsletter – January 2011 and Newsletter Winter 2010/11

11.009 – 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 November Parish Council meeting and considered by the Planning Committee.

Details of Planning Application	Comments
<p>Ref: 10/02297/FUL – Two-storey gable extension, two-storey and first floor rear extensions to form additional residential bedrooms and ancillary accommodation at Lime Tree House, Main Street by Ms D Sharp.</p> <ul style="list-style-type: none"> • 	<p>The Parish Council objects on the following grounds:</p> <ul style="list-style-type: none"> • The proposed two-storey gable extension will impact on the neighbouring properties, particularly the properties on the south side of Lime Garth. • The proposed extension is a

	<p>disproportionate development of the site</p> <ul style="list-style-type: none"> • We are concerned that the additional residential facilities will not have sufficient parking leading to “on road” parking on Main Street which is a narrow bus route • We note that no planning advice was sought. • We are asking our City Councillor to “call in” the planning application.
<p>Ref: 10/02609/TPO – Fell Sycamore Tree protected by Tree Preservation Order 1/1970 at 1 Bankside Close by Mr Roger Hitchcox.</p>	<p>The Parish Council does not object but suggests that an expert opinion be sought to ascertain the degree of disease in the tree and whether or not the tree poses a dangerous risk. The Parish Council draws your attention to the letter dated 1 December 2008 from Esther Priestly refusing consent for the felling of the same tree under Planning Application 08/02475/TPO. The letter states:</p> <p>“We have considered your application and have decided to refuse consent for the following reasons:</p> <ol style="list-style-type: none"> 1. After carrying out a visual inspection of the tree from the ground it is considered that the tree does not pose an unacceptable risk. There is a small cavity at the base of the tree, however after probing the cavity, sound and healthy wood was discovered and good callus growth noted. <p>The Council would be happy to view the tree again in the future should you feel that the trees situation has changed.</p> <p>The Council notes the comments you make concerning the general loss of vitality the tree has suffered over the</p>

	<p>last few years. This can be easily remedied at a fraction of the cost of felling of the tree by carrying out a plant health programme. We would advise you if you are unable to carry out this yourself there are companies that could provide you with this service within the Yellow Pages.</p> <p>Should you feel that the trees condition needs a second opinion we would advise you to contact a company that provides the service of a non invasive resistograph internal decay detection system.</p> <p>A small amount of dead wood was noted within the canopy of the tree and the Council grant permission to crown clean the tree only.</p> <p>2. All works should retain the overall shape, form and character of the tree(s).</p> <p>Reason: To maintain the aesthetic value of the trees and their contribution to the amenity of the area.”</p>
<p>Ref: 10/02654/TCA – Fell Sycamore in Conservation Area at All Saints Church, Hodgson Lane by Mrs I Wilson.</p>	<p>The Parish Council has no objections but comments that an alternative course of action would be to remove branches adjacent to the bell tower.</p>
<p>Ref: 10/02709/FUL – Double garage linked to house with rooms in roof at 141 Long Ridge Lane by Dr Dominic Smith.</p>	<p>The Parish Council does not object but wishes to make the following comments: We share the neighbours’ concern that the height of the proposed development will impact on their property and request that a Planning Officer visits the site to check that planning regulations will not be breached if the development is built.</p>

(b) To note the Planning Committee’s decisions on the following Planning Applications

It was noted that the Parish Council’s Planning Committee had made the following comments on plans received since the November Parish Council meeting. The Councillors agreed with the Planning Committee’s comments.

Details of Planning Application	Comments
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Ref: 10/02383/TCA – Fell unsuitable Ash trees and Silver Birch, Trees in the Conservation Area at Maypole House, the Green by Mr Greenall.	The Parish Council does not object but suggests that a Council Officer inspects the site and recommends the possible selective replacement of the trees.
Ref: 10/02476/FUL – Attached garage to side at 27 Elm Tree Avenue by Mr Neil Hockaday.	No objections
Ref: 10/02591/FUL – Two-storey extension to existing single-storey retail unit at Wills and Ellis Garage, Boroughbridge Road by Mr Stephen Ellis.	No objections

(c) To note Local Authority Planning Decisions

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

- Ref: 10/01845/FUL – Two-storey rear extension at 16 Nether Way by Mrs Fallow.
- Ref: 10/01954/TCA – Fell conifer and other unknown species, Trees in the Conservation Area at Greenfold, Hodgson Lane by Mrs Edith Parkin.
- Ref: 10/01968/FUL – Two-storey side extension at 2 Dikelands Close by Mr & Mrs David & Zoe Macintyre.
- Ref: 10/02052/FUL – Two-storey extension and conservatory to side at Crescent Farm, Hodgson Lane by Mr N Downing.
- Ref: 10/02133/TCA – Fell Silver Birch (T1), Reduce height of Mountain Ash by 12', Trees in the Conservation Area at 3 Manor Court, Black Dykes Lane by Mr Stephen Parker.

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

- Ref: 10/01999/FUL – Two-storey rear and side extension at 3 Beech Grove by Mr Stuart Chisholm.

11.010 – TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) To consider reports on vandalism

It was noted that the dog waste bin in Black Dike Lane had been knocked over. The Clerk is to report this to the City Council. **(Action Clerk)**

(b) To receive other reports

None.

11.011 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees – To consider action on the overhanging branches on the lime tree at the corner of Lime Garth

After discussion it was agreed that no action was needed to be taken on this subject.

(b) Events – To consider a request to sell fish and chips from a mobile shop on the car park next to the Lord Collingwood

It was reported that a mobile fish and chip shop is selling from the Parish Council-owned car park next to the Lord Collingwood for a couple of hours on alternate Wednesdays. It was resolved that the Clerk should write to inform the trader that he does not have the Parish Council's permission to trade from the car park or any of the Parish Council-owned land on the Green.

(Action Clerk)

(c) Maintenance – To consider a proposal to modify the bus shelter on the Green

A letter from Rachel Stewart, the City Council's Street Environment Officer, was discussed. An extract from the letter says "As part of the working groups work, we have been looking to try and find ways to make the area [on the Green] less attractive to youths to discourage them from 'hanging' around the area - but without discouraging the rest of the village from using the area. One of the focal points for the youths to congregate is under the tree / bench/bus stop area. The tree branches have been lifted by yourselves as a first point of change in this area. The policing team and myself are now proposing that we look to change the type of bus stop. The bus stop currently at The Green is enclosed on three sides which makes for a very attractive area for youths to hang out in, as they feel 'safe' as it's difficult to 'see in'. The attached photograph shows a bus stop which is on Millfield Lane near Manor School. This bus stop still provides for the needs of the people waiting for the bus, i.e. shelter and seating but is much more open and a less attractive place for youths to want to congregate in. Myself and the policing team would like to strongly suggest that the Parish Council seriously look at agreeing to change the bus stop to one similar to that in the photo attached. It is a good compromise in respect to that we do not want to remove the bus stop shelter altogether as this would be detrimental to the residents who use the bus stop, but we do need to look at practical ways of discouraging youths for hanging out in the bus stop and I believe that this does provide the solution."

After discussion, the Councillors agreed that they did not wish to see the bus shelter modified and that this view should be conveyed to Rachel Stewart **(Action Councillor Hawkins)**

11.012 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS

No reports

11.013 – 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.

9 Nov	Burglary other	Cycle taken	Beech Grove
18 Nov	Burglary other	Nothing taken	Westfield Close
20 Nov	Violence	Dispute among friends	The Green
20 Nov	Burglary other	Burglary other – attempt – known suspect, but not enough evidence for arrest	All Saints Church
23 Nov	Criminal damage	Attempted break in	Dikelands Lane
23 Nov	Criminal damage	Wall damaged	Beech Way
24 Nov	Theft	Cycle taken, 1 arrest, 1 arrest pending	Methodist Church
24 Nov	Burglary other	Small amount of money taken	Hodgson Lane
29 Nov	Theft	Sledge stolen	Main Street
24 Dec	Drugs	2 arrested for possession of cannabis.	The Green
24 Dec	Violence	Dispute between 2 ex partners.	Fairway Drive
30 Dec	Stolen motor vehicle	Attempt to steal a vehicle that was for sale	Station Road
1 Jan	Theft	Phone taken/lost	Boroughbridge Road
8 Jan	Burglary other	Motor cycle taken from shed	Chantry Gap

11.014 – TO CONSIDER THE CITY COUNCIL’S JUSTIFICATION OF THE CONTINUED PRESENCE OF THE BOLLARDS BETWEEN LOW POPPLETON LANE AND MILLFIELD LANE

The Clerk had sent a copy of a letter received from the City Council with the agenda papers. The City Council states categorically that it will not remove the bollards. It was agreed that a copy of the letter be given to City Councillor Ian Gillies but that the Parish Council would take no further action for the time being.

11.015 – TO CONSIDER THE WORKING PARTY’S REPORT ON HOLDING A PARISH COUNCIL OPEN DAY PRIOR TO THE 2011 LOCAL ELECTIONS

Councillor Youngman reported on the recent meeting of the Open Day Working Group. The Group had come to the conclusion that the form of the three previous Open Days had not produced any significant interest in residents putting themselves forward to be Parish Councillors. The Working Group recommended that one of the halls on the Green be hired for a number of hours on a Saturday when the local election nomination papers would be available and Councillors could attend to give advice to residents. The Spring Newsletter should focus on the forthcoming election. The Clerk reported that one of the City Council’s Electoral Services Officers had volunteered to help at the election event. It was resolved to accept the Working Group’s recommendations. The Clerk will book a hall and liaise with the City Council Officer. **(Action Clerk)**

11.016 – TO CONSIDER A LETTER OF COMPLAINT ABOUT THE STATE OF THE GRASS AND KERBS AT THE JUNCTION OF BLACK DIKE LANE AND STATION ROAD

A letter from a resident who was complaining about the state of the verge on the corner of Black Dike Lane by the Post Office was considered. The Parish Council had considered the question of whether bollards should be erected on the corner at the February 2010 meeting

when it was agreed that the Parish Council was opposed to the idea. In the discussion it was agreed that the grass on the corner was not rutted and that it was likely to recover as soon as the grass starts to grow again. It was resolved that the opinion of the Parish Councillors was unchanged and to take no action on the subject. The resident is to be informed of this decision. (**Action Clerk**)

11.017 – TO RECEIVE CONTRIBUTIONS FOR THE FEBRUARY NEWSLETTER

Councillor Kendall reported having received several items for the Newsletter but that more are needed.

11.018 – TO APPOINT A SUB-COMMITTEE TO CONDUCT AN ANNUAL REVIEW OF THE CLERK’S ROLE, WORKLOAD AND OBJECTIVES

It was agreed that the Chairman would conduct the Clerk’s annual review.

11.019 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 January	York Open Planning Forum	St Clements Hall, Nunthorpe Road	Hawkins
24 January	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Kendall
9 February	Ward Committee	Poppleton Centre/ 6.30pm	All

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

Minor Matters

It was reported that the surface of the footpath in Black Dike Lane is in urgent need of attention. The Clerk will report this to the City Council. (**Action Clerk**)

Items for the next agenda –

The installation of a street light at the corner of Black Dike Lane and the A59.

11.021 - DATE OF NEXT MEETING – 14 FEBRUARY 2011

The date of the next meeting was agreed as Monday 14 February 2011 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.21pm.

CHAIRMAN

DATE.....

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