

## 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 OCTOBER 2011

#### PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Eddie Allen

Mr James Mackman (Clerk)

Councillor Kathie Brydson.

Councillor Vivien Crabb

Councillor Ted Kendall

Councillor Stuart Robson

Councillor Rachel Watters

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

None.

#### 11.173 - TO RECEIVE APOLOGIES FOR ABSENCE

City Councillor Ian Gillies sent his apologies.

#### 11.174 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2011

The minutes of the meeting held on 12 September 2011, having been circulated and read, were accepted and signed as a true record.

#### 11.175 - PUBLIC PARTICIPATION

None.

#### 11.176 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only

No report.

#### 11.177 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on repairing the dog waste bin in Black Dike Lane (Min. 11.155a)*

It was reported that a new dog waste bin has been installed in Black Dyke Lane.

(b) *Progress on cleaning the bus shelter on the Green (Min. 11.155b)*

The bus shelter has not been cleaned. The Clerk reported that Rachel Stewart, the City Council's Street Environment Officer, is pursuing the matter.

(c) *Progress on contact with BT regarding Internet speed (Min. 11.155e)*

It was agreed that there was little point in pursuing this subject as the village is well served with high-speed broadband through Virgin Media and it is unlikely that BT will be upgrading its broadband in the near future.

(d) *Progress on the relocation of litter bins (Min. 11.160(c)i)*

The litter bins have not yet been relocated. The Clerk reported that Rachel Stewart, the City Council's Street Environment Officer, is pursuing the matter.

(e) *Progress on the easement for utilities over the Green at Greenthwaite (Min. 11.160(c)ii)*

It was reported that the easement has been signed and that a cheque for £750.00 has been received.

(f) *Progress on publicising the Parish Council's grants policy (Min. 11.168)*

It was reported that a copy of the Parish Council's grants policy had been put up on all the village notice boards.

### **11.178 - FINANCE**

(a) *To receive a financial statement*

The Clerk referred to a detailed report showing the actual income and expenditure for the current financial year for the period to 10 October 2011. The report which is to be sent to Councillors reflects the receipts and payments below. The bank balances at 10 October were:

Current Account	£500.00
Business Money Manager Account	£23,481.07

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

1339	Nether with Upper PCC	Grant towards All Saints Church Hall refurbishment	£2,000.00
1340	North Yorks SLCC	Training Day for Cllr Hawkins & Clerk	£45.00
1341	Mazars	External auditors' fee	£285.00
1342	Poppleton Community Trust	Room hire - September	£19.90
1343	James Mackman	Salary – October	£459.20
1344	Post Office Ltd	Tax – October	£114.80
1345	James Mackman	Clerk's expenses	£24.31

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

City of York Council	2 <sup>nd</sup> half-year's precept	£9,690.00
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(d) *To consider releasing the £300 for the All Saints Churchyard maintenance*

A request for the release of the £300 in the budget for the All Saints Churchyard maintenance was considered. It was resolved to release the funds. (**Action Clerk**)

(e) *To receive the external audit report*

The Clerk reported that the External Auditor had not qualified the 2010-11 Annual Return but signed it without comment.

### **11.179 – TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) Boundary Commission for England - 2013 Review of Parliamentary constituencies
- (b) CPRE/NALC - Planning applications guide
- (c) CYC-LDF - Core Strategy (September)
- (d) North Yorkshire Fire & Rescue Service - Summary of accounts - 2010-11
- (e) Nether Poppleton Parish Council - Minutes 8 August
- (f) Pageantmaster - Queen's Diamond Jubilee Beacons
- (g) YOPF - Newsletter September 2011

## 11.180 – 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. 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: 11/02385/FUL – Two-storey front extension at 24 Bankside Close by Mr David Richardson.	No objections
Ref: 11/02475/FUL – Two-storey side and single-storey front and rear extensions at 7 Pear Tree Avenue by Mr Jason Williams.	No objections
Ref: 11/02499/FUL – Change of use from farm land to residential garden at 109 Long Ridge Lane by Mr Simon Chadwick.	No objections

### (b) To note Local Authority Planning Decisions

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

- Ref: 11/01712/LBC – Conservatory to rear at Beechwood House, Hodgson Lane by Mr & Mrs A Scruton.
- Ref: 11/01986/FUL – Single-storey side and rear extension with rooms in roof at 42 Dikelands Lane by Mr & Mrs Rodwell.
- Ref: 11/01996/FUL – Erection of dwellinghouse following demolition of workshop at Leisure Solutions of Yorks at 12a Lime Garth by Mr Charles Morrison.
- Ref: 11/02126/FUL – Two-storey and single-storey extensions to sides with dormer to side and alterations to existing roof at 6 Dikelands Lane by Mr & Mrs Tim Petfield.
- Ref: 11/02145/FUL – Single-storey rear extension at 1 Fairway Drive by Mr Michael Gregory.
- Ref: 11/02271/TCA – Fell Blue Cedar, Tree in the Conservation Area at 2 Station Road by Mr & Mrs D Wilson.
- Ref: 11/02296/TCA – Fell conifer on front boundary, Tree in the Conservation Area at Gryffe, Main Street by Mrs Myfanwy Lee.

It was noted that the following application had been withdrawn

- Ref: 11/01750/FUL – Change of use from agricultural building to use for general vehicle repair and maintenance (Class B2) at Stack Yard, Black Dykes Lane by Steve Chapman.

## 11.181 – TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

### (a) To consider reports on vandalism

There were no reports of vandalism.

### (b) To receive other reports

None.

## 11.182 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

### (a) *Trees*

No report.

### (b) *Events*

It was agreed that the Community Trust could place a banner on the Green advertising the forthcoming bonfire night spectacular.

### (c) *Maintenance –*

#### *i. To consider quotations for replacing the notice board at the corner of Lime Garth with a larger board*

It was reported that new, larger support posts would be needed if a larger board were to be erected. It was agreed that this would not be cost effective. It was resolved that a new board, the same size as the existing board, should be ordered at a cost of £185.00. **(Action Clerk)**

#### *ii. To consider the purchase of bulbs to plant in the village*

It was agreed to buy £150 of assorted crocus bulbs. **(Action Clerk)**

It was agreed to hold a working party to plant the crocus bulbs in Chantry Green at 10.30am on 29 October.

#### *iii. To consider the condition of the maypole*

It was reported that several people have remarked that the maypole is in need of being painted. It was agreed to obtain three quotations for repainting the maypole and to investigate the possibility of a grant from Yorventure to help defray the expense. **(Action Clerk)**

#### *iv. To consider action on the subsidence on the Green*

It was reported that a small area of the Green close to the Heidi Meyer tree has subsided. It was agreed that Rylands Horticulture and the City Council be asked for advice as to what steps should be taken to remedy the situation. **(Action Clerk)**

## 11.183 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) *Councillor Brydson* had sent all Councillors a report on the Poppleton Community Trust Executive meeting she attended as an observer on 3 October

(b) *Councillor Hawkins* reported on the YLCA meeting held on 6 October

## 11.184 – 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.

7 Sep	Criminal damage	Cycle damaged	Main Street
8 Sep	Theft	Copper pipe stolen	Glaisdale Road
18 Sep	Theft	Goods taken – awaiting results of CCTV	The Green
19 Sep	Theft	Goods taken – awaiting results of CCTV	Northfield Lane

PCSO Colley reported that “The overall figures for Rural West show crime up 2% against last year. The non-emergency contact for ourselves will change in December to 101. This will replace the 0845 60 60 247 number we currently use.”

**11.185 – TO CONSIDER FURTHER ACTION ON THE YORKSHIRE IN BLOOM COMPETITION**

After discussion Councillors Allen and Watters agreed to form a working party to take the project forward. Residents will be invited, in the forthcoming winter Newsletter, to join the working party.

**11.186 – TO RECEIVE AN UPDATE ON NEIGHBOURHOOD WATCH**

Councillor Allen agreed to write an article on Neighbourhood Watch for the forthcoming winter Newsletter.

**11.187 – TO RECEIVE AN UPDATE ON PLANS FOR THE JUBILEE CELEBRATIONS**

It was reported that more than 20 people attended the Jubilee meeting held at the Poppleton Centre on 26 September. Many good ideas were put forward. Another meeting is to be held at the Centre on 31 October when it is hoped that more progress will be made on arrangements for the Jubilee.

**11.188 – TO DISCUSS PARKING IN LIME GARTH**

It was reported that non-residents are parking vehicles in Lime Garth making it difficult for residents to gain access to and from their properties. The Councillors expressed their sympathy for the residents' problem but agreed that any solution was beyond the powers of the Parish Council and suggested that the City Council's Highways Department would be a more appropriate body to ask.

**11.189 – TO CONSIDER THE PRODUCTION OF A WINTER NEWSLETTER**

It was agreed that a winter Newsletter should be produced. Councillors Kendall and Robson will co-ordinate its production. Several ideas for the Newsletter were put forward at the meeting.

**11.190 – TO CONSIDER PRODUCING A POLICY FOR EASEMENT APPLICATIONS**

The following policy on easement applications was agreed as follows.

Where an application for an easement is to be granted, a standard letter should be sent to the applicant stating that the easement will be granted subject to (a) the completion of an easement contract (b) payment of the stated easement charge and (c) an undertaking by the applicant to pay the Parish Council's legal fees and also stating that no work should be undertaken until such time as these requirements are met otherwise the Parish Council will reserve the right to have any services which have been installed removed at the applicant's cost.

**11.191 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 Oct	LDF Core Strategy	Fulford Social Hall, School Lane, Fulford/ 7.30pm	Hawkins
19 Oct	Ward Committee	Askham Bryan Village Hall/ 6.30pm	All
31 Oct	Jubilee Committee	Poppleton Centre/ 7.00pm	All
8 Nov	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson
29 Nov	Speed Training	(Details in the pack)	

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

*Minor Matters*

It was reported that the paint on the No Parking sign near the dentists on the Green is peeling. The Clerk is to obtain a quotation for the appropriate repair or replacement of the sign. **(Action Clerk)**

*Items for the next agenda*

Refurbishment of the No Parking sign near the dentists on the Green.

**11.193 - DATE OF NEXT MEETING – 14 NOVEMBER 2011**

It was agreed that the next meeting would be held at 7.00pm at the Poppleton Centre on Monday 14 November 2011.

There being no other business the Chairman closed the meeting at 9.20pm.

CHAIRMAN .....

DATE.....

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