

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 12 SEPTEMBER 2011

PRESENT

Councillor Peter Hawkins (Chairman)

One member of the public

Councillor Kathie Brydson.

Councillor Vivien Crabb

City Councillor Ian Gillies

Councillor Ted Kendall

Councillor Victoria Pretorius

Mr James Mackman (Clerk)

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

None.

11.151 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Eddie Allen, Deana Massey, Stuart Robson and Rachel Watters

11.152 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 JULY 2011

The minutes of the meeting held on 11 July 2011, having been circulated and read, were accepted and signed as a true record.

11.153 - PUBLIC PARTICIPATION

None.

11.155d - PROGRESS ON CHANGING THE TIME OF DELIVERIES TO THE CO-OP

It was agreed that this agenda item be brought forward to this point in the agenda. Mark Porter, the manager of the Co-op said that

- He had spoken to the drivers of both the Co-op delivery vehicles and independent delivery firms and asked them not to use Chantry Gap as a turning point
- Co-op delivery vehicles are now mini-articulated vehicles and can turn at the chemist's end of the car park
- He has asked all drivers to deliver after 10.00am
- All but one of the Co-op deliveries are after 9.00am. The exception is the Tuesday delivery but he hopes this may change in the future
- Whenever a vehicle is being emptied a member of the shop staff is stationed by the tailgate to ensure the public's safety
- Staffing levels have been increased to accommodate this

Mr Porter was thanked for the work that he has put in to rectifying the Parish Councillors' points of criticism.

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

City Councillor Ian Gillies

- Reported that the City Council has earmarked land adjacent to Northminster Business Park for future housing.
- Read through the schedule of salt bins allocated to Upper Poppleton.

11.155 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on repairing the dog waste bin in Black Dike Lane (Min. 11.135b)

The Clerk reported that he had spoken to Rachel Stewart, the City Council's Street Environment Officer, the previous week and she was aware that the dog bin had not been replaced.

(b) Progress on cleaning the bus shelter on the Green (Min. 11.135d)

The Clerk reported that he had spoken to Rachel Stewart the previous week and that she had agreed to follow up the subject.

(c) Progress on reinstatement of Green at Greenfold (Min. 11.135e)

It was reported that the Green outside Greenfold has been reinstated

(d) Progress on changing the time of deliveries to the Co-op (Min. 11.135f)

See note above.

(e) Progress on contact with BT regarding Internet speed (Min. 11.135g)

The Clerk reported having had no response to his letter on this subject.

(f) Progress on Ward Committee grant application (Min. 11.136d)

The Chairman reported that the Ward Committee has added the claim for £500 of bulbs to the ballot sheet on the Ward Newsletter but turned down the claim for £750 for the Queen's Diamond Jubilee celebrations.

(g) Progress on repairing the pump at the corner of Lime Garth (Min. 11.140civ)

The pump has been repaired.

(h) Progress on putting a link to the City Council's Neighbourhood Watch website on to the Parish Council's website (Min. 11.145b)

There is now a link to the City Council's Neighbourhood Watch website on the Parish Council's website.

(i) Update on Parish Council representation on the community forum for the development of the former British Sugar site

The Clerk read a response from Sue Houghton, York Northwest Project Manager, who said she had made particular note of the Parish Council's interest in the development of the former British Sugar site and was pleased to advise that she will be happy to recommend that a representative from Upper Poppleton Parish Council be included in any community forum which is set up. She will let us know what is happening with this as soon as she is able.

11.156 - 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 12 September 2011. The report which is to be sent to Councillors reflects the receipts and payments below. The bank balances at 12 September were:

Current
Account

£500.00

Business Account	Money	Manager
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£16,796.28

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

1325	Poppleton Community Trust	Room hire – July	£19.40
1326	YLCA	Course for Cllrs Hawkins & Massey	£10.00
1327	Ken Falkingham	Repairs to Lime Garth pump	£65.00
1328	Baron Landscape	Grass cutting – June	£290.00
1329	Baron Landscape	Grass cutting – July	£290.00
1330	Poppleton Community Trust	Replacement cheque for room hire – November 2010	£19.40
1332	James Mackman	Salary – August	£459.20
1333	James Mackman	Salary – September	£459.20
1334	Post Office Ltd	Tax – August	£114.80
1335	Yorkshire Water	Allotment water	£12.73
1336	Post Office Ltd	Tax – September	£114.80
1337	Baron Landscape	Grass cutting – August	£290.00
1338	James Mackman	Clerk’s expenses	£61.92

(c) To receive a report on income received

City of York Council	Section 106 payment (Greenthwaite development)	£1,258.99
HM Customs & Excise	VAT refund	£101.56
HSBC	Bank interest	£2.51

(d) To consider releasing £2,000 for the All Saints Church Hall

It was reported that the new kitchen has been built in the All Saints Church Hall and that the Parish Council had been asked to pay the £2,000 agreed at the January 2009 Parish Council meeting. (See agenda item 09.008e). A copy invoice from the contractor had been received as proof of the expenditure. It was agreed that the £2,000 should be released. It was also agreed that the sum of £1,258.99 received from the City Council for Greenthwaite should be allocated to the expenditure leaving a balance of £ 741.01 to come from the Parish Council’s Revenue Account. **(Action Clerk)**

(e) To agree the Chairman and Clerk’s attendance at the SLCC Training Day at Thirsk on 29 September - £45

It was agreed that both the Chairman and the Clerk should attend the course at Thirsk. The cost is £25 for the Chairman and £20 for the Clerk and travelling expenses will be given. **(Action Clerk)**

11.157 – TO NOTE CORRESPONDENCE RECEIVED

11.157.1 - The Clerk referred to the following item of correspondence

- (a) Ainsty (2008) Internal Drainage Board - Completion of Audit statement which had been put on the All Saints Church Hall notice board
- (b) A final demand for payment of electricity for the bus shelter from npower upon receipt of which the Clerk had contacted npower and been assured that the amount was being written off
- (c) Royal Horticultural Society – a letter about Britain in Bloom
- (d) An invitation to all Councillors to attend the Grand Opening of the Community Sports Pavilion on 10 September 2011

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

- (a) Burn & Co - Law Brief - Issue 2, 2011
- (b) Clerk & Councils Direct - Sep 2011 - Issue 77
- (c) Martin House - Newsletter Autumn 2011
- (d) Nether Poppleton Parish Council - Minutes of 20 June
- (e) NYCC - Minerals & Waste Development Framework info
- (f) Rural Action Yorkshire - Country Air, Summer 2011, Issue 120
- (g) YCVS - Speed training event 29 November
- (h) York & North Yorkshire Probation Trust - Information
- (i) York Open Planning Forum - Newsletter, June 2011

11.158 – 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 July 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: 11/01518/FUL – Two-storey pitched roof office extension following demolition of existing dwelling and outbuildings to side at D E Ford Ltd, Poppleton Grange, Low Poppleton Lane by Mr Vincent Ford.	No objections
Ref: 11/01650/FUL – Single-storey extension to rear at Maypole House, The Green by Mr & Mrs Greenall.	No objections
Ref: 11/01711/FUL – Conservatory to rear at Beechwood House, Hodgson Lane by Mr & Mrs A Scruton.	No objections
Ref: 11/01712/LBC – Conservatory to rear at Beechwood House, Hodgson Lane by Mr & Mrs A Scruton.	No objections
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.	The Parish Council objects on the following planning grounds: <ol style="list-style-type: none"> 1. This is a controversial site. 2. Approximately ten years ago planning permission was granted to store vehicles in these buildings. Subsequently, the owners have transgressed that permission by allowing repairs to take place,

	<p>causing noise and disturbances both in the evenings and at weekends. The neighbouring property owners have complained to York City Planning Office who have sent enforcement officers to investigate on several occasions.</p> <ol style="list-style-type: none"> 3. Black Dyke Lane is a very narrow road virtually single track in places and is being increasingly used as a short cut for drivers (including large vans andlorries) to avoid traffic congestion at the A59 roundabout, especially at rush hours. 4. Access to this particular site is on a sharp blind corner, which has very limited visibility. 5. Three persons in neighbouring properties rely on mobility scooters and, having to use the road as there is no footpath on this Lane, have reported several near misses with speeding traffic adjacent to the sharp bend. 6. If this becomes a car repair site it will increase the traffic into and out of the site. Already there is a problem with the site owners parking their excess vehicles on the adjacent grass verges. 7. We have spoken to the property holders at Shellwood, Cherry Garth, Sils Maria, and Minholme all of whom agree with the above. 8. This is a rural green belt site and unsuitable for light industrial use. 9. For the above reasons the Upper Poppleton Parish Councils opposes this application. 10. We wish to call in the application
<p>Ref: 11/01961/FUL – Change of use of land to residential for vehicular access on land between 109 and 119 Long Ridge Lane by Mr David Brooks.</p>	<p>No objections</p>
<p>Ref: 11/01986/FUL – Single-storey side and rear extension with rooms in roof at 42 Dikelands</p>	<p>The Parish Council objects to the planning application on the following</p>

<p>Lane by Mr & Mrs Rodwell.</p>	<p>planning grounds.</p> <p>This is an extensive development to a modest bungalow</p> <p>The proposal will substantially affect the daylight into windows of the dining room and lounge of adjacent property at 2 Montague Walk and overlook the rear garden of that property.</p> <p>We request that a Planning Officer and the City Council's Planning Committee visit the site before the Planning Committee meeting</p> <p>We therefore call in the planning application</p>
<p>Ref: 11/01996/FUL – Erection of dwellinghouse following demolition of workshop at Leisure Solutions of Yorks at 12a Lime Garth by Mr Charles Morrison.</p> <p>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.</p>	<p>The Parish Council does not object but wishes to make the following comments.</p> <p>We have concerns about the car parking.</p> <p>We believe the roof to be of asbestos so this needs to be investigated</p> <p>We believe that the size of the proposed building and its proximity to Rose Cottage justifies a site visit by the Planning Officer.</p>
<p>Ref: 11/02145/FUL – Single –storey rear extension at 1 Fairway Drive by Mr Michael Gregory.</p>	<p>No objections</p>
<p>Ref: 11/02200/FUL – Two-storey side and single-storey rear extension at 17 Westfield Close by Dr John Camplin.</p>	
<p>Ref: 11/02271/TCA – Fell Blue Cedar, Tree in the Conservation Area at 2 Station Road by Mr & Mrs D Wilson.</p>	<p>No objections</p>
<p>Ref: 11/02296/TCA – Fell conifer on front boundary, Tree in the Conservation Area at Gryffe, Main Street by Mrs Myfanwy Lee.</p>	

(b) To note Local Authority Planning Decisions

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

- Ref: 11/00422/FUL – Single-storey side extension, conservatory to rear and raising of roof to provide first floor accommodation at 10 Bracken Hills by Mrs Gwen Bentley.
- Ref: 11/00611/FUL – Two-storey side extension following demolition of garage and car port at Sycamore House, The Green by Mr Daniel Crowther.
- Ref: 11/00654/FUL – Erection of one two-storey dwellinghouse and alterations and extension of existing dwelling to create a two-storey dwelling. Two detached double garages each with home office at 97 Station Road by Mr & Mrs Martin Walker.
- Ref: 11/01044/FUL – Erection of 5.5m diameter wind turbine on 9m tower at Nairobi Stables, Boroughbridge Road by Mr R Wood.
- Ref: 11/01202/TCA – Fell Birch in the Conservation Area at Holly Cottage, Black Dykes Lane by Mr Crossley.
- Ref: 11/01518/FUL – Two-storey pitched roof office extension following demolition of existing dwelling and outbuildings to side at D E Ford Ltd, Poppleton Grange, Low Poppleton Lane by Mr Vincent Ford.
- Ref: 11/01650/FUL – Single-storey extension to rear at Maypole House, The Green by Mr & Mrs Greenall.
- Ref: 11/01961/FUL – Change of use of land to residential for vehicular access on land between 109 and 119 Long Ridge Lane by Mr David Brooks.

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

- Ref: 11/01061/FUL – Single-storey side extension and two-storey rear extension at 3 Beech Grove by Mr S Chisholm.
- Ref: 11/01338/FUL – Single-storey unit at part of OS field 7758 adjacent to railway line at Cat Lane by Mr Mark Rollinson.

It was noted that the following application had been withdrawn

- Ref: 11/01355/FUL – Detached store with car port to rear at Fern House, The Green by Mr & Mrs Parker.

11.159 – 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.

11.160 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees To consider an offer of a Christmas tree for the Green

An offer from a resident of a large Christmas Tree for the Green was considered. It was agreed that the problems associated with the tree were greater than any perceived benefit and the offer was turned down. The Clerk is to write to the resident to thank him for his offer. **(Action Clerk)**

(b) Events

None.

(c) Maintenance

i. To review the location of litter bins in the village

The Chairman reported having met Rachel Stewart on 6 September when the locations of the litter bins round the Greens were discussed. The Councillors agreed that the litter bin near the electricity sub-station in Station Road should be moved to Chantry Green and that the City Council be asked to provide a litter bin to be located by the notice board at the end of Lime Garth. **(Action Clerk)**

ii. To consider action in relation to mains water pipes and foul drainage pipes being run across Parish Council-owned land at Chantry Green without permission

After a discussion on the subject the following resolution was passed.

“In the light of mains water pipes and foul drainage pipes being laid under Parish Council owned land at Chantry Green without permission, it is resolved that unless the preparation and signing of appropriate easement documents and the payment of the required fees is concluded by 30 September 2011, the Council will take the necessary action to have both the mains water pipes and the foul drainage pipes removed from Parish Council-owned land and will subsequently instruct solicitors to commence an action in the County Court to recover the cost of doing so from the owner of the property served by these services and/or the person under whose instructions the pipes were installed.”

It was unanimously agreed that a letter conveying the above resolution be sent to the owner of Greenthwaite. **(Action Clerk)**

iii. To consider replacing the notice board at the corner of Lime Garth with a larger board

The Chairman explained that the existing notice board is in a poor state of repair and that it is often full to overflowing with notices. It was agreed that Ken Falkingham be asked to quote for a new notice board similar in size to the one he had recently installed by the shops in Allerton Drive. **(Action Clerk)**

11.161 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) *Councillor Brydson* reported on the Poppleton Community Trust Executive meeting she attended as an observer on 5 September

(b) *Councillor Hawkins* reported on the meeting he had attended at Fulford Social Hall on 8 September when the subject was the latest draft of the Local Development Framework (LDF) Core Strategy produced by City of York Council together with the recent amended Green Belt Appraisal and the National Planning Policy Framework. He had written and sent out a detailed report on the meeting prior to the Parish Council meeting.

11.162 – 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.

2 Jul	Theft	Goods taken from Co-op – one arrest	The Green
3 Jul	Auto crime	Tools and wheels stolen	Boroughbridge Road
10 Jul	Arson	Straw bales set alight	The Green
19 Jul	Theft	Attempt to steal lead	Long Ridge Lane
19 Jul	Burglary	Attempt made on window	Westfield Close
20 Jul	Burglary other	Cycles taken	Dikelands Lane

21 Jul	Attempted theft from vehicle	Windscreen smashed	Northminster Business Park
21 Jul	Burglary other	Industrial unit entered	Northminster Business Park
23 Jul	Criminal damage	Vehicle damaged	Elm Tree Avenue
19 Aug	Burglary other	Garage entered, tools taken	Long Ridge Lane
23 Aug	Theft	Plant stolen	Northfield Lane

PCSO Colley reported that “Figures for July show a rise to 6.5% up against last year. This is due to the large numbers of burglaries, especially commercial units.”

11.163 – TO CONSIDER FURTHER ACTION ON THE YORKSHIRE IN BLOOM COMPETITION

It was agreed to defer discussion on this subject until the October meeting.

11.164 – TO CONSIDER THE POSITION AND NUMBER OF SALT BINS IN THE VILLAGE

The Councillors considered a schedule showing the location of five salt bins provided by the City Council which was offering to install more salt bins at a price. It was agreed that no more salt bins were needed.

11.165 – TO RECEIVE AN UPDATE ON NEIGHBOURHOOD WATCH

It was noted that Councillor Hawkins had created a link to the City Council’s Neighbourhood Watch website on the Parish Council’s website. In the absence of Councillor Allen it was agreed to defer further discussion until the next meeting.

11.166 – TO DISCUSS THE NPPC REQUEST TO PUT NOTICES ON A NOTICE BOARD

A letter from Nether Poppleton Parish Council had been distributed prior to the meeting. The letter said that if the Upper Poppleton Parish Council was willing to allow NPPC notices to be displayed on a notice board in Upper Poppleton NPPC would allow UPPC notices to be displayed on the notice board in Allerton Drive. It was unanimously agreed to grant the request.

11.167 – TO DISCUSS HOLDING A PARISH COUNCIL MEETING IN AUGUST

After a brief discussion it was agreed not to hold a Parish Council meeting in August.

11.168 – TO DISCUSS PUBLICISING THE PARISH COUNCIL’S GRANTS POLICY FOR 2012-13

The Chairman said that he thought that a summary of the Parish Council’s grants policy should be displayed on notice boards in the village. He had prepared a poster on the subject. It was agreed to display the notice. The Clerk agreed to put the notice on Parish Council headed paper, laminate the notices and put them on the notice boards. (**Action Clerk**)

11.169 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
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26 Sep	Jubilee Committee	Poppleton Centre/ 7.00pm	All
27 Sep	York Open Planning Forum	Priory Street Centre/ 7.00pm	
3 Oct	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson
6 Oct	YLCA York Branch	Community Centre, Huntingdon/ 7.30pm	Hawkins

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

Minor Matters

None

Items for the next agenda

Purchase of bulbs for the Greens. Winter Newsletter. State of the maypole. Parking in Lime Garth.

11.171 - DATE OF NEXT MEETING – 10 OCTOBER 2011

It was agreed that the next meeting would be held at 7.00pm at the Poppleton Centre on Monday 10 October 2011.

There being no other business the Chairman closed the meeting at 9.33pm.

CHAIRMAN

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DATE.....

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