

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 9 JULY 2012

PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Eddie Allen
Councillor Kathie Brydson.
Councillor Vivien Crabb
Councillor Ted Kendall
Councillor Stuart Robson
Councillor Rachel Watters

City Councillor Ian Gillies

Ten members of the public

Mr James Mackman (Clerk)

12.149 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

No names were put forward.

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

None.

12.151 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

12.152 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 JUNE 2012

The minutes of the meeting held on 11 June 2012, having been circulated and read, were accepted and signed as a true record.

12.153 - PUBLIC PARTICIPATION

A resident from Bankside Close gave the Councillors information regarding the planning application for a new dwelling in the garden of 10 Bankside Close.

It was agreed to bring agenda item 12.158 to this part of the meeting but for clarity the minute is shown below.

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

City Councillor Ian Gillies reported that

- ℞• Traffic cones have been placed all the way along Station Road for the Harrogate Show which is on 10-12 July
- ℞• The City Council has removed some litter bins from the village
- ℞• A report on the City Council's future policy on salt bins is due out soon

12.155 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on painting the maypole (Min. 12.126a)*

The Clerk informed the meeting that the contractor had reported that he had been unable to paint the top six feet of the maypole as it was very wet and the rain had got under the old

paint. The woodwork was sodden so he was leaving it to dry. Because of it being the wettest June since records began work had stopped. It needs three to four days of sunshine to dry the woodwork. He had painted 80% of the maypole with three coats of paint and is proposing to grease the weather vane when he paints the top of the maypole.

(b) Progress on repairs to the fence between the allotments and the School (Min. 12.126d)
 The fence has still not been repaired. The Clerk confirmed that he had again written to the Chairman of the School's Health & Safety Committee. The Clerk was asked to press the School into authorising the repairs forthwith. **(Action Clerk)**

(c) Progress on the repair of potholes (Min. 12.130b)
 Some of the potholes have been filled. New ones have appeared. Many of the potholes have been marked with orange paint so it was assumed that they would be filled in in due course.

12.156 - 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 9 July 2012. The report reflected the receipts and payments below. The bank balances at 9 July were:

Current Account £500.00

Business Money Manager Account £26,362.158

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

1400	SLCC Enterprises	Clerk's attendance at SLCC Regional Conference in York	£65.00
1401	Yorkshire in Bloom	Awards Ceremony attendance for the organisers	£100.00
1402	Broker Network Ltd	Annual insurance premium	£792.52
1403	Poppleton Community Trust	Room hire - April	£19.90
1404	Baron Landscape Contractors	Grass cutting	£300.00
1405	Poppleton Community Railway Nursery	Bedding plants	£14.50
1406	James Mackman	Salary July	£459.20
1407	Post Office Ltd	Tax July	£114.80
1408	James Mackman	Expenses	£71.44

(c) To receive a report on income received

NALC	Bursary for SLCC Conference	£32.50
HMRC	VAT refund	£158.94

(d) To consider the review of the Standing Orders & Financial Regulations
 Councillor Hawkins tabled an interim report that he and Councillor Kendall had prepared. Discussion on this subject was deferred.

(e) To consider the review of the Parish Council's internal audit procedure
 Discussion on this subject was deferred.

(f) *To agree to release the grant to the Poppleton Railway Nursery*

It was agreed to release the sum of £750 that had been agreed at the January 2012 Parish Council meeting. (Action Clerk)

(g) *To agree to release the grant to Poppleton Community Trust*

It was agreed to release the sum of £5,000 that had been agreed at the January 2012 Parish Council meeting. (Action Clerk)

(h) *To agree to release the grant to All Saints Church for cutting the grass in the Churchyard*

It was agreed to release the sum of £300 that had been agreed at the January 2012 Parish Council meeting. (Action Clerk)

(i) *To agree to release the grant to the Poppleton Youth Action Group*

It was agreed to release the sum of £1,000 that had been agreed at the January 2012 Parish Council meeting. (Action Clerk)

12.157 - TO NOTE CORRESPONDENCE RECEIVED

12.157.1 - The Clerk referred to the following item of correspondence

Notice of audit from the Ainsty (2008) Internal Drainage Board which the Clerk had put on the All Saints Church Hall notice board

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

- (a) Clerk & Councils Direct - July 2012 - Issue 82
- (b) CYC - Gambling Licensing Consultation
- (c) CYC - Strategic Cycle Network Review - Summer 2012
- (d) Martin House - Raffle tickets
- (e) Nether Poppleton Parish Council - Minutes of 23 May 2012
- (f) Poppleton Community Trust - Jim Campbell Memorial Cup request
- (g) Royal Horticultural Society - Growing Communities - Issue 10, Summer 2012
- (h) YLCA - Regional Conference details

12.158 – 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 June 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: 12/01879/FUL – Erection of double garage at 97 Station Road by Mr & Mrs Martin Walker.	No objections
Ref: 12/01911/OUTM – Erection of 13no. dwellings and associated infrastructure at land between Sports Field	The Parish Council objects on the following grounds:-

and Westview Close by Hogg Builders (York) Ltd.

1. Sole access to the proposed site for development is from a cul-de-sac, Westview Close, which opens onto the A59 at a location close to a busy junction and roundabout and crossing a designated cycle lane. Increased access and exodus at this point is therefore prejudicial to road safety and cannot be recommended.
2. There is concern at the extreme density of dwellings proposed for this restricted site which will be further reduced in size should the necessary road widening take place. Existing road width (4.2 m.) does not allow vehicle passing and refuse vehicles currently reverse into the cul-de-sac owing to inadequate turning radius.
3. The Eastern side of West View Close accommodates five detached properties with "open plan" frontage and a rural outlook towards the site which has a history of being designated green belt.
4. Established hedgerows and mature trees exist on the site, some with TPOs (Oak, Beech, Sycamore), and these should not be prejudiced.
5. The rear aspect of the proposed dwellings would be visible from the A59 for some months of the year and at all times if hedgerows were reduced to a height acceptable to residents.
6. All previous applications for development of the site have been refused by the Local Planning Authority. A designated cycle lane has been added since the most recent

	application was refused.
Ref: 12/02018/FUL – First floor extension to rear at 70 Station Road by Mr Maurice Walpole.	No objections
Ref: 12/02130/FULM – Variation of condition no.11 of approved application 11/02637/FULM (extension to building) to alter wording in relation to product range at Poppleton Garden Centre, Northfield Lane by Poppleton Garden Centre.	No objections
Ref: 12/02141/FUL – Two-storey side extension and single-storey side and rear extensions at 56 Station Road by Mr & Mrs D Wright.	The Parish Council has no objections but notes that the proposed garage will be very close to the boundary fence separating this site from the railway and asks if the railway authorities have been consulted about this plan.
Ref: 12/02145/FUL – Erection of single-storey detached building (Application to extend time period for implementation of permission 09/00116/FUL) at Minster Equine Vet Clinic, Northfield Lane by Mr Barry Otley.	No objections
Ref: 12/02146/FUL – Erection of single-storey extension and creation of accommodation for on call staff within existing building (Application to extend time period for implementation of permission 09/00117/FUL) at Minster Equine Vet Clinic, Northfield Lane by Mr Barry Otley.	No objections
Ref: 12/02189/FUL – Single-storey side extension with rooms in roof and single-storey rear extensions at 85 Station Road by Ms Sheila Bloomer.	No objections
Ref: 12/02227/FUL – Conversion of outbuildings to form detached annex with car port (revised scheme) at Fern House, Hodgson Lane by Mr & Mrs Parker.	The Parish Council has no objections but stresses that the annex should not be used as an independent dwelling (other than by the family).

The City Council had sent a revised plan for the proposed new dwelling to be built in the garden of 10 Bankside Close. The Planning Committee had considered this and raised the

same objection as it had to the first application. Councillors considered what the resident of Bankside Close had said under Public Participation after which it was agreed that the Planning Committee should meet at the end of the Parish Council meeting and any variation on their previous deliberations would be communicated to the Clerk who would forward it to the City Council's Planning Department. Any comments would be shown on the minutes of the September meeting.

It was agreed that the Planning Committee would also consider new information provided by the residents of Westview Close who had attended the early part of the meeting and voiced their concerns over the proposal to build 13 houses in the Close.

(b) To note Local Authority Planning Decisions

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

- Ref: 12/01135/CAC – Demolition of buildings in the Conservation Area at The Green Service Station by Daniel Gath Homes.
- Ref: 12/01740/FUL – Single-storey rear extension at 5 Westfield Close by Mr Surdhar.
- Ref: 12/01759/FUL – Erection of agricultural building to be used for storage at The Grange, Hodgson Lane by Parker Brothers.
- Ref: 12/01891/TCA – Fell Cherry (T1, T3), Leylandii (T2), Trees in the Conservation Area at Lupton House, Main Street by Mrs Margaret Redfearn.

12.159 – 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

It was reported that the edging stones in the car park next to the Lord Collingwood are covered in grass. It was agreed that the Councillor Hawkins and the Clerk would inspect the stones and take appropriate steps to rectify the situation. **(Action Councillor Hawkins and Clerk)**

12.160 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

- i. It was agreed that some of the low branches on the trees in the Green should be removed to enable the grass cutter to gain access. **(Action Clerk)**
- ii. It was noted that the hedge bordering the Parish Council's allotments in Main Street is growing over the pavement. It was agreed that Baron Landscape be asked to give a quotation for cutting back the hedge and the Clerk was authorised to sanction the work. **(Action Clerk)**

(b) Events

Councillor Allen gave notice of a Sponsored Dog Walk that will commence in the car park next to the Lord Collingwood at 2.00pm on Bank Holiday Monday, 27 August.

(c) Maintenance –

- i. *To discuss refurbishing the War Memorial*

The Chairman explained that there was a discrepancy between what the War Memorials Trust (WMT) would allow in the way of re-lettering and the quotation received. He had contacted the WMT and was waiting for a reply. Consequently the Expression of Interest form had not been submitted.

ii. To consider the quotation for painting the pump in Station Road

A quotation of £25 from Ken Falkingham for painting the pump was accepted. (Action Clerk)

12.161 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Hawkins reported on

- (a) The Poppleton Community Trust AGM held on 19 June
- (b) The Poppleton Community Trust Executive Committee meeting held on 3 July
- (c) The Rural West York Ward Committee meeting held on 20 June.

12.162 - 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.

4 Jun	Theft	Items taken from store - 2 arrests	The Green
27 Jun	Burglary - dwelling	Rear door lock removed, items and keys taken, car stolen	Station Road

PCSO Colley reported that the figures against last year show a drop of 21% against last year

12.163 - TO RECEIVE A REPORT FROM THE YORKSHIRE IN BLOOM COMPETITION WORKING PARTY

Councillor Allen reported that:-

- The Poppleton Brownies hanging baskets have been put up round the village.
- Ten entries have been received for the Front Garden Competition.

12.164 - TO RECEIVE AN UPDATE ON NEIGHBOURHOOD WATCH

No report.

12.165 - TO FOLLOW UP ON THE QUEEN'S DIAMOND JUBILEE CELEBRATIONS

Councillor Robson reported that he had arranged a Diamond Jubilee Finale meeting to be held at the Poppleton Centre on 25 July when there will be the world premier of the DVD of all the Poppleton Jubilee celebrations which were filmed by Councillor Kendall. There will be a photographic competition for still photographs with a first prize of £40, a second prize of £30 and a third prize £10. Details have been circulated and put up on notice boards. The Clerk will circulate details of the event to the 34 members of the Jubilee Committee. (Action Clerk)

The Clerk presented a detailed income and expenditure account for the Jubilee. All payments had been paid by Nether Poppleton Parish Council. Dividing the total between the two Parish Councils meant that the cost to Upper Poppleton Parish Council was £841.27. It was agreed that a cheque for this sum be paid to Nether Poppleton Parish Council. (Action Clerk)

12.166 – TO CONSIDER THE REVIEW OF THE PARISH COUNCIL’S FREEDOM OF INFORMATION PROCEDURE AND RISK ASSESSMENT

Discussion on this subject was deferred.

12.167 – TO DISCUSS NEIGHBOURHOOD PLANNING

Discussion on this subject was deferred.

12.168 – TO ADOPT A NEW CODE OF CONDUCT

The Councillors agreed that the Parish Council should adopt the Code of Conduct prepared by NALC. The document would be amended to personalise it for the Parish Council. The amended version would be given to Councillors for consideration at the September meeting. (Action Clerk)

12.169 – TO DISCUSS THE IMPACT OF THE WITHDRAWAL OF WARD COMMITTEE FUNDING OF SALT BINS IN THE PARISH

Following City Councillor Gillies’s assertion that the City Council is to publish a revised policy on salt bins it was agreed to postpone discussion until the policy was available.

12.170 – TO CONSIDER THE PROVISION OF A SEAT ON THE VERGE OF THE NARROW SECTION OF WESTFIELD LANE.

The Clerk reported having spoken to Mrs Parker who had said that they would like to think about a seat and a possible site and report back. (Action Clerk)

12.171 - TO CONSIDER TRAFFIC CALMING MEASURES IN HODGSON LANE

After discussion it was resolved that the City Council be asked if it would carry out a traffic survey on Hodgson Lane in order to quantify the problem with speeding vehicles. (Action Clerk)

12.172 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Jul	Neighbourhood Planning	New Earswick Folk Hall/ 2.00pm	Hawkins
3 Aug	E-Planning Task Group	Guildhall/ 9.45am	Hawkins & Robson
11 Sep	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson

12.173 - TO CONSIDER MINOR MATTERS

Minor Matters

None.

12.174 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

To discuss matters relating to the A59 Park & Ride.

12.175 - TO AGREE THE DATE OF THE NEXT MEETING

The date of the next meeting was agreed as Monday 10 September 2012 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.20pm.

CHAIRMAN

DATE

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