

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 11 JUNE 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 Paul Healey

Mr James Mackman (Clerk)

12.120 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

No names were put forward.

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

None.

12.122 - TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received from City Councillor Ian Gillies.

12.123 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 MAY 2012

The minutes of the meeting held on 14 May 2012, having been circulated and read, were accepted and signed as a true record.

12.124 - PUBLIC PARTICIPATION

None.

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

City Councillor Healey reported that

- The City Council had discovered during the legal work involved in the purchase of the land for the A59 Park & Ride that 1.5 hectares of the field adjacent to Northfield Lane had been registered as a Green by Upper Poppleton Parish Council in 1967.
- The Ward Committee had awarded the following grants. £400 to the Poppleton Luncheon Club, £500 to Rufforth Methodist Church to continue providing the outreach Post Office, £2,560 to the Poppleton Youth Action Group as a contribution to the Youth Club, £400 to Rufforth Kidzone for after school activities and £400 to Copmanthorpe Early Year Partnership for an event to develop communication skills in parents and their pre-school children.
- There has been no evidence of fly-tipping since the closure of the Beckfield Lane tip.

12.144 – TO CONSIDER A REPORT ON THE MEETING WITH THE CITY COUNCIL REGARDING THE LAND IN NORTHFIELD LANE WHICH IS REGISTERED AS A VILLAGE GREEN

It was agreed that this subject should be brought to this point on the agenda.

It was reported that Councillors Hawkins and Robson had attended a meeting on Friday 8 June with the City Council Member for City Strategy, Councillor David Merrett and Tony Clarke, Transport Programme Manager with responsibility for the Poppleton Bar Park & Ride project. Nether Poppleton Councillor Edie Jones had also been in attendance. At the meeting, Tony Clarke produced plans of the proposed Park & Ride site on which was shown a piece of land approximately 1.5 hectares in size which was designated as village green in 1967. The plans showed that it had originally been intended that the bus access to the Park & Ride site would be across this section of the site but Tony Clarke explained that the site had been re-designed so that this would no longer be the case but that some 250 square yards of the area which is designated as village green on the North East corner of the site would be required in order to facilitate a left filter lane from Northfield Lane onto the A59 westbound. City of York Council has issued notice of its intention to appropriate this land for planning purposes under S122 of the Local Government Act 1972 with the closing date for objections being 21 June 2012.

Councillors regretted the lack of transparency demonstrated by City of York Council officers in progressing this issue without prior consultation with the Parish Council and other potentially interested parties and also regretted the lack of information provided to the Parish Council by those officers. In addition, Councillors agreed that Tony Clarke should be asked to explain why the City Council did not pursue the option of de-registration, which would have required appropriate public notices revealing the existence of the village green, when it first became aware of the situation.

It was resolved that the Parish Council should submit an objection to the proposed appropriation and the Clerk and Chairman were delegated to compile and submit the objection before the 21 June deadline. **(Action Councillor Hawkins and Clerk)**

12.126 - TO RECEIVE THE CLERK'S REPORT

(a) Progress on painting the maypole (Min. 12.102a)

It was noted that the maypole had been painted to within about ten feet of its top prior to the Queen's Diamond Jubilee Weekend. The Clerk is to thank the contractor for the work done and ask if he is able to complete the painting. **(Action Clerk)**

(b) Progress on repainting the pump (Min. 12.102b)

It was noted that the pump had been painted. In conjunction with the Chairman the Clerk had authorised Ken Falkingham to paint the railings round the pump. The Councillors confirmed this action.

(c) Progress on the installation of a public notice board at the Main Street end of Dikelands Lane (Min. 12.114)

The notice board has been erected and many posters have been pinned to it. The Councillors agreed that the notice board should not show advertising and political notices and authorised the Clerk to remove any that appear.

(d) *Progress on repairs to the fence between the allotments and the School (Min. 12.115)*

The Clerk confirmed that he had written to the School to ask that it authorise repairs to the fence which the School tree had damaged when it fell over. The repairs have still not been carried out. The Clerk is to write again and ask for the fence to be repaired as soon as possible. **(Action Clerk)**

12.127 - 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 June 2012. The report reflected the receipts and payments below. The bank balances at 11 June were:

Current Account Business Account	Money	£28,193.68	£500.00 Manager
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(b) *To agree accounts for payment (net of VAT);*

1391	Mike Walker		£119.98
1392	Poppleton Community Trust	Room hire - May	£19.90
1393	Yorkshire Water	Allotment water	£4.12
1394	Baron Landscape Contractors	Grass cutting	£600.00
1395	Ken Falkingham	New notice board, pump & rail painting	£406.00
1396	Poppleton Community Railway Nursery	Bedding plants for hanging baskets	£38.22
1397	James Mackman	Salary June	£459.20
1398	Post Office Ltd	Tax June	£114.80
1399	James Mackman	Expenses	£39.53

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

HSBC	Interest	£3.03
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(d) *To consider the review of the Standing Orders & Financial Regulations*

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.

12.128 - TO NOTE CORRESPONDENCE RECEIVED

The Clerk referred to the following items of correspondence

- Audit Commission - Consultation on appointment of a new external auditor
- A letter from the City Council advising the Parish Council that it is not eligible to receive Ward Committee Grants from 2012/13
- Confirmation from NALC that the Parish Council's claim for a bursary to offset the cost of the Clerk's attendance at the Regional Conference of the SLCC has been accepted
- A request from the Poppleton Community Trust for a schedule of Parish Council meetings for the next year which the Clerk had supplied.

12.129 – 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 May 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: 12/01740/FUL – Single-storey rear extension at 5 Westfield Close by Mr Surdhar.	No objections
Ref: 12/01759/FUL – Erection of agricultural building to be used for storage at The Grange, Hodgson Lane by Parker Brothers.	No objections
Ref: 12/01891/TCA – Fell Cherry (T1, T3), Leylandii (T2), Trees in the Conservation Area at Lupton House, Main Street by Mrs Margaret Redfearn.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 12/00402/FULM – Erection of sales building and canopies, restoration of nursery growing area and new landscaping following demolition of buildings and removal of hardstandings at Poppleton Garden Centre, Northfield Lane by Poppleton Garden Centre.
- Ref: 12/01110/FUL – First floor side extension at 6 Bankside Close by Mr Colin Sidaway.
- Ref: 12/01222/FUL – Replacement roof structure including dormer windows to front and rear, rooms within roof space, single-storey extension and porch to front (resubmission) at Thornbera, 8 Lime Garth by Mr & Mrs Tattershall.
- Ref: 12/01733/TCA – Fell Leylandii and reduce hazel back to hedge shape, Trees in the Conservation Area at 2 Oak Villa, Hodgson Lane by Dr Mark Roman.

12.130 – 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

The incidence of a large number of potholes in the roads around Poppleton was mentioned. Councillors agreed to look for potholes and report them to the Clerk who would ask the City Council to fill in the potholes in as soon as possible. **(Action Clerk).**

12.131 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

No report.

(b) Events

None.

(c) Maintenance –

- i. To discuss refurbishing the War Memorial*

The Clerk reported that he had completed the War Memorials Trust (WMT) Expression of Interest form except for one item which the Chairman clarified. The completed form will be sent to the WMT. **(Action Clerk)**

ii. To review the grass cutting specification

The Councillors considered the draft specification produced by the Clerk. It was agreed that the area of grass around the base of the tree in the car park next to the Lord Collingwood should be added to the twice-yearly grass cutting schedule. It was agreed that both the area of grass around the village sign at the junction of Hodgson Lane and the A59 and the area of grass around the village sign at the junction of Station Road and the A59 should be added to the twice-yearly schedule.

iii. It was agreed that the Clerk should obtain a quotation from Ken Falkingham for the repainting of the pump outside 16 Station Road and if the quotation is acceptable ask Ken to paint the pump. **(Action Clerk).**

12.132 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

- (a) Councillor Brydson reported on the PCT Executive Committee meeting held on 16 May and referred to her minutes of the meeting that had been sent to all Councillors.
- (b) Councillor Hawkins reported on the Ward Team meeting held on 25 May.

12.133 – 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.

27 May	Burglary Other	Derelict outbuilding, items moved around nothing taken	Main Street
29 May	Theft	Laptop, money and phone taken	Northfield Lane

PCSO Colley reported that the figures against last year show a drop of 10.5% against last year

As of 4 June the restructure of York's Policing teams will come into effect. Rural West will become part of the York West Police Team based at Acomb Police Station.

The Team is led by Inspector 985, Neil Drummond.

With Sergeant 1901, Ed Noble.

The Beat Manager will remain PC 1666, Sarah Elliott.

PCSOs remain: 5645 Laura Smith and 5642 Nige Colley.

The contact number remains the same at 101.

12.134 – TO RECEIVE A REPORT FROM THE YORKSHIRE IN BLOOM COMPETITION WORKING PARTY

Councillor Allen reported that:-

- He and Mike Walker had manned a table on the Green on the Children's Sports Day and had received nine entries for a Front Garden Competition.
- The Poppleton Brownies are preparing eight hanging baskets to go on display around the village
- The tubs have been put into position, filled with compost and planted with flowers.
- The route that the Yorkshire in Bloom judges will take on 17 July on their second inspection of the village has been agreed.

Councillor Allen was thanked for the work he and Mike Walker had done on the Competition and the Councillors agreed that the Parish Council should fund the attendance of Councillor and Mrs Allen and Mr and Mrs Walker at the Yorkshire in Bloom Awards Ceremony to be held at York Racecourse on 18 September 2012.

12.135 – TO RECEIVE AN UPDATE ON NEIGHBOURHOOD WATCH

Councillor Allen reported that he is in the process of acquiring Neighbourhood Watch literature from Leeds.

12.136 – TO RECEIVE A REPORT ON THE QUEEN’S DIAMOND JUBILEE CELEBRATIONS

Councillor Hawkins reported that the various events held over the Jubilee weekend were very successful. The Clerk is to write up a detailed report which will be distributed to all members of the Jubilee Committee and form part of the Parish Council minutes. (**Action Clerk**)

Councillor Robson reported that he had succeeded in having nine photographs of the event published in The Press.

It was agreed that the sum of £100 be set aside as prizes for a *Best Photo of the Jubilee Competition*. First prize would be £50, the second prize £30 and the third prize £20. Details of the competition have yet to be agreed.

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

Discussion on this subject was deferred.

12.138 – TO DISCUSS NEIGHBOURHOOD PLANNING

Discussion on this subject was deferred.

12.139 – TO ADOPT A NEW CODE OF CONDUCT

Councillor Hawkins said that the existing Standards Board Code of Conduct will expire on 30 June 2012. It is mandatory that the Parish Council adopts a new Code of Conduct. Currently there are three options; to use the Code drawn up by NALC or the City of York Council or to create a Code specifically for Upper Poppleton Parish Council.

It was agreed to defer further discussion on the subject until more information is available. In the meantime the Councillors agreed to abide by the current Standards Board Code of Conduct.

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

Discussion on this subject was deferred.

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

It was noted that the verges in Westfield Lane belong to the Parker Brothers. It was agreed that the Parkers be asked if they would give permission for the Parish Council to install a seat in the verge in Westfield Lane where the road dips. (**Action Clerk**)

12.142 – TO CONSIDER RESPONDING TO THE CONSULTATION ON THE INFRASTRUCTURE PLANNING REGIME

Discussion on this subject was deferred.

12.143 - TO CONSIDER RESPONDING TO THE CONSULTATION ON IMPROVEMENTS TO THE POLICY AND LEGAL FRAMEWORK FOR PUBLIC RIGHTS OF WAY

Discussion on this subject was deferred.

12.144 – TO CONSIDER A REPORT ON THE MEETING WITH THE CITY COUNCIL REGARDING THE LAND IN NORTHFIELD LANE WHICH IS REGISTERED AS A VILLAGE GREEN

See the minute above.

12.145 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
19 June	Poppleton Community Trust AGM	Poppleton Centre/ 7.00pm	All
20 June	Ward Committee	Askham Bryan village hall/ 7.00pm	All

12.146 - TO CONSIDER MINOR MATTERS

Minor Matters

None.

12.147 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

Traffic calming measures in Hodgson Lane.

12.148 - TO AGREE THE DATE OF THE NEXT MEETING

The date of the next meeting was agreed as Monday 11 July 2012 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.08pm.

CHAIRMAN

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