

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 NOVEMBER 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
Kate Bowers
Sarah Garbacz

Mr James Mackman (Clerk)

Kate Bowers (Head of the City Council's Neighbourhood Services Department) was present for the first half of the meeting. She gave her reasons for attending this meeting and meetings of other Parish Councils in the Ward and answered questions put to her by the Councillors.

12.231 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

No names were put forward.

12.232 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST ON ANY MATTERS OF BUSINESS

None.

12.233 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

12.234 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 OCTOBER 2012

The minutes of the meeting held on 8 October 2012, having been circulated and read, were accepted and signed as a true record.

12.235 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies reported that

- Ward Team meetings are to be held quarterly. There will be no Ward Committee meetings except for the annual meeting.
- The No. 20 bus route is about to be altered so that it will no longer travel through Nether Poppleton.

* **At this point in the meeting** Sarah Garbacz, the City Council's Library Service Delivery Manager, introduced herself and gave her reasons for attending the meeting. She explained the reason for the recent questionnaire on Libraries in York and asked if there was a better way that groups, including Parish Councils, could be consulted.

She said that

- There are 14 libraries across the city
- The Central Library, Acomb Library and New Earswick Library have “Explore” centres. The Library Service is looking at the possibility of installing “Explore” centres at the libraries in Haxby and Tang Hall
- What could smaller libraries do to encourage more people to use them?
- The Library Service is looking to reduce its expenditure
- Opening hours could be extended by working with partner organisations
- There is no intention of reducing library staff
- There is no political will to close libraries

Sarah answered a number of questions put to her by the Councillors. The Chairman thanked her for attending the meeting.

12.237 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on painting the maypole (Min. 12.213a)*

No progress to report.

(b) *Progress in repairing the School Lane sign (Min. 12.217a)*

The School Lane sign has been straightened.

12.238 - 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 12 November 2012. The report reflected the receipts and payments below. The bank balances at 12 November were:

Current			
Account			£500.00
Business	Money		Manager
Account		£23,998.31	

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

1435	GardenBargains.com	Spring bulbs	£81.94
1436	Summerfield Nursery	Grass cutting - October	£180.00
1437	Poppleton Community Trust	Room hire - October	£20.40
1439	James Mackman	Salary - November	£459.20
1440	Post Office Ltd	Tax - November	£114.80
1441	James Mackman	Expenses	£5.50

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

None

(d) *To consider the review of the Financial Regulations*

Councillor Robson reported on his and Councillor Kendall's review of the Parish Council's Financial Regulations. It was agreed that no alterations were needed.

(e) *To consider the review of the Parish Council's internal audit procedure*

Councillor Robson reported that he and Councillor Kendall had reviewed the Parish Council's internal audit procedure and were making no recommendations to alter it. The report was accepted.

(f) To note the draft budget for 2013-14

The Clerk produced a draft budget for 2013-14 which was noted and will be considered at the Parish Council meeting in January.

12.239 - TO NOTE CORRESPONDENCE RECEIVED

12.239.1 - *The Clerk referred to the following item of correspondence*

- (a) H M Revenue & Customs - Real Time PAYE information
- (b) A request from Horst Meyer for an allotment. Mr Meyer's name has been put on the waiting list. Currently there are five people on the list.

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

- (a) Came & Co - Autumn Parish Matters Newsletter
- (b) Came & Co - Parish Matters - Autumn 2012
- (c) Clerk & Councils Direct - November 2012 - Issue 84
- (d) CYC - Electoral Review of York - letter and posters
- (e) Nether Poppleton Parish Council - Minutes of 17 September
- (f) An email from the YLCA asking for Councillors' email address should they require Branch papers to be sent to them directly. It was agreed that the current arrangement whereby the Clerk forwards the papers should remain.
- (g) YOPF - Newsletter - Autumn 2012

* Councillor Brydson left the meeting at this point.

12.240 – 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 October 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: 12/03065/TCNOT – Installation of telecommunications cabinet adjacent to 56 Long Ridge Lane by Openreach.	No objections
Ref: 12/03174/TPO – Crown lift sycamore approx 3m. Tree protected by Tree Preservation Order TPO 1/1970 at 4 Bankside Close by Mr Lay.	No objections
Ref: 12/03195/FUL – Erection of electricity substation building at Poppleton Garden Centre by Poppleton Garden Centre.	No objections
Ref: 12/03198/TCA – Fell Copper Beech in the Conservation Area at Mill Bank House, Main Street by Mr J C McAvoy.	The Parish Council does not object but recommends that the City Council's arboriculturalist has a look at the trees prior to making a decision about their future.
Ref: 12/03199/TCA - Fell Copper Beech in the	The Parish Council does not object but

Conservation Area at Mill Wray, Main Street by Mr J C McAvoy.	recommends that the City Council's arboriculturalist has a look at the trees prior to making a decision about their future.
Ref: 12/03244/FUL – First floor rear extension and dormers to sides at 3 Beech Way by Mr & Mrs John Watts.	No objections
Ref: 12/03263/TCMAS – Replacement of existing telecommunications pole with 15m high telecommunications pole radio base station, 2no.radio cabinets and 1No. combiner cabinet at Telephonica Telecommunications Pole Roundabout to District Council Boundary by Telephonica UK Ltd.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 09/01333/CLU – Application for a Lawful Development Certificate for the use of land for skip storage and hire at land adjacent to OS Field 6369, Cat Lane by Mr Jonathan Myers.
- Ref: 12/00921/FUL – Two-storey side extension to existing dwelling: erection of two-storey detached dwelling and detached garage (Revised Scheme) at 10 Bankside Close by Mark Harris.
- Ref: 12/02975/FUL – Erection of single-storey outbuilding to rear (retrospective) at Ash Gove House, Main Street by Mrs Dinka Knezevic Sharp.
- Ref: 12/03174/TPO – Crown lift sycamore approx 3m. Tree protected by Tree Preservation Order TPO 1/1970 at 4 Bankside Close by Mr Lay.

It was noted that the following applications had been withdrawn:

- Ref: 12/02487/FUL – Two-storey extension to rear and porch to front at 10 Beech Grove by Miss Rose Balbontin.
- Ref: 12/02603/FUL – Erection of an acoustic screen to extract fans on rear roof at Co-operative Retail Services Ltd, The Green by Co-operative Food Group.

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

(a) To consider reports on vandalism

None.

(b) To receive other reports

It was reported that there is a serious vehicular access problem on the road between Black Dyke Lane and the War Memorial. With the development of the Wills and King garagesite there are more vehicles than usual parked on the road sides and, unusually, parked on both sides of the road. There have been several instances of buses being unable to drive through the area until drivers of parked vehicles had been found and asked to remove them. It was agreed that Councillor Hawkins would contact the developers of the garage and ask them not to allow vehicles to be parked at that side of the road. **(Action Councillor Hawkins)**

12.242 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) *Trees -To note the report on the dying elm tree on the Green*

- i. A report on the elm tree had been received from Rylands Horticulture. This was a very detailed report incorporating much information about Dutch Elm Tree disease. The Councillors queried the large bill charged for the report and asked the Clerk to question the cost with Rylands. **(Action Clerk)**
- ii. It was agreed to obtain three quotations for taking down the elm tree. **(Action Clerk)**
- iii. It was agreed that the trunk of the elm tree should be left in situ and that it should be sculptured in some way. A decision as to what form the sculpture should take was deferred.

(b) *Events*

None.

(c) *Maintenance –*

i. *War Memorial refurbishment*

The Clerk reported that he had arranged for Tim Foster from the York Minster Stoneyard to meet with Councillors on 17 November to look at the inscriptions on the War Memorial.

ii. *To consider payment for the annual maintenance of the War Memorial garden*

It was agreed that the wishes of Jim Ferguson, who has tended the War Memorial garden this year, to forgo any recompense for his work be observed. A letter of thanks is to be sent to Mr Ferguson. It was agreed that if Mr Ferguson thinks that the garden needs more plants he should ask the Clerk. **(Action Clerk)**

iii. *To consider allowing the Lord Collingwood to keep three tables on the Green over the winter and spring*

The Councillors considered an email from the landlord of the Lord Collingwood asking that two tables be left on the Green over winter as they help attract custom. After discussion it was resolved not to allow tables to be left on the Green. They can be resited on 1 May 2013. **(Action Clerk)**

iv. *To consider purchasing bulbs for planting on the Greens*

It was agreed to spend up to £100 on purchasing crocus bulbs for planting in the Green.

12.243 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Hawkins reported on

- (a) the Poppleton Community Trust Executive meeting held on 9 October
- (b) The PYAG AGM held on 10 October
- (c) The Garden Trail meeting held on 17 October

12.244 – 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 Oct	Criminal damage	Car scratched	Allerton Drive
8 Oct	Theft	Candles stolen	Northfield Lane
13 Oct	Burglary other	Cycle taken from outbuilding	Hodgson Lane
30 Oct	Autocrime	Golf equipment taken from insecure vehicle	Villa Court

PCSO Colley reported that figures as a whole show a reduction of 18% against last year.

12.245 – TO CONSIDER SUPPORTING THE 2013 YORKSHIRE IN BLOOM COMPETITION

It was resolved to support the villages' entry in the 2013 Yorkshire in Bloom competition. Councillor Allen gave a detailed list of the actions taken so far and those planned for the competition. He presented a leaflet which will be distributed with the Newsletter.

12.246 – TO CONSIDER THE REVIEW OF THE PARISH COUNCIL’S RISK ASSESSMENT

Discussion on the Parish Council’s Risk Assessment was again deferred.

12.247 - TO CONSIDER TRAFFIC CALMING MEASURES IN HODGSON LANE

Councillor Crabb reported that she had carried out a survey of the traffic flow through Hodgson Lane from A59. She had counted the number of vehicles passing the Lord Collingwood between 7.45 and 8.45 am on Tuesday 9th October. A total of 271 vehicles, 11 bicycles and 1 motorbike travelled into the village (including local residents) during the hour. Traffic leaving the village towards the A59 totalled 43 cars and one bus during the same period. Traffic virtually ceased by 8.45am (only one car between 8.45am and 9.00am.) No excessive speeding had been noted.

12.248 – TO DISCUSS MATTERS RELATING TO THE A59 PARK & RIDE.

It was noted that a report on the archaeological finding from the proposed Park & Ride site would be available shortly.

12.249 - TO CONSIDER PARISH COUNCILLOR TRAINING

The Councillors considered the YLCA training courses on offer. It was agreed that the Chairman and Clerk should attend the “Your New Code of Conduct – Understanding the Ethical Framework” course to be held at the Royal York Hotel on the afternoon of 4 December at a cost of £35 each.

12.250 - TO CONSIDER THE PRODUCTION OF A NEWSLETTER

It was agreed that a Newsletter should be produced. Articles are to be given to Councillor Kendall who will produce the Newsletter and distribute a draft to the Councillors. The agreed draft will be processed by the Clerk. **(Action Councillors Kendall and Robson)**

12.251 - TO DISCUSS THE FUTURE OF THE VILLAGE LIBRARY

It was agreed that a letter listing the various points raised during Sarah Garbacz’s presentation should be sent to the Head of the Library Service. **(Action Clerk)**

12.252 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
13 Nov	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hawkins & Kendall
14 Nov	YLCA Liaison	Burton Stone Lane Community Centre/ 2.00pm	Hawkins

12.253 - TO CONSIDER MINOR MATTERS

None.

12.254 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

Support for the Poppleton Garden Trail.

12.255 - TO AGREE THE DATE OF THE NEXT MEETING

The date of the next meeting was agreed as Monday 14 January 2013 at 7.00pm. There being no other business the Chairman closed the meeting at 10.20pm.

CHAIRMAN

DATE.....

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