

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 8 OCTOBER 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

Mr James Mackman (Clerk)

12.207 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

No names were put forward.

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

None.

12.209 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

12.210 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 SEPTEMBER 2012

The minutes of the meeting held on 10 September 2012, having been circulated and read, were accepted and signed as a true record.

12.211 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies reported that

- It's very likely that the railway crossing gates in Station Road will be repainted
- There are no plans to automate the railway crossing gate before 2018
- There are plans to alter the route of the Poppleton York train so that it does not have to cross the main line on the way to York Station.

12.213 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on painting the maypole (Min. 12.182a)*

It was noted that no progress had been made on completing the painting of the top six feet of the maypole. (**Action Clerk**)

(b) *Progress on repairs to the fence between the allotments and the School (Min. 12.182b)*

It was noted that it was the School that had asked for the fence to be mended but the work has yet to be done. The Chairman reported that he had spoken about the broken fence at the recent

meeting of the School Governors. As far as the Parish Council is concerned the broken fence is not a problem as it is behind the compost bins which make the allotments virtually inaccessible from the school premises. It was agreed that the school would be allowed to mend the fence when time allowed.

(c) Progress on removal of redundant post in Hodgson Lane (Min.12.186b)

The Clerk reported having asked the City Council to remove the post.

12.214 - 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 8 October 2012. The report reflected the receipts and payments below. The bank balances at 8 October were:

Current Account		£483.50
Business Account	Money	Manager
		£25,193.04

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

1425	Summerfield Nursery	Grass cutting - August	£450.00
1426	North Yorks SLCC	Clerk's course	£7.50
1427	Poppleton Community Trust	Room hire - September	£30.60
1428	Summerfield Nursery	Grass cutting - September	£150.00
1429	Mazars	External audit fee	£135.00
1430	James Mackman	Salary - October	£459.20
1431	Post Office Ltd	Tax - October	£114.80
1434	James Mackman	Expenses & wreath	£46.76

(c) To receive a report on income received

City of York Council	Second half year's precept	£10,077.50
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(d) To consider the review of the Financial Regulations

Councillors Kendall and Robson agreed to scrutinise the current Financial Regulations and report back to the November meeting. **(Action Councillors Kendall and Robson)**

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

Discussion on this subject was deferred. **(Action Councillors Kendall and Robson)**

(f) To receive the External Auditor's report

The Clerk read the External Auditor's report. There were no adverse comments in the report which was accepted.

(g) To agree to purchase a wreath for Remembrance Sunday

The Clerk reported having already bought the wreath. This action was confirmed.

12.215 - TO NOTE CORRESPONDENCE RECEIVED

12.215.1 - The Clerk referred to the following item of correspondence

- (a) An email from the City Council's Planning Department regarding the three old undecided planning applications

- (b) A request for more modern equipment in the Poppleton Centre’s playground. The Clerk had informed the writer that this is the City Council’s responsibility

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

- (a) Nether Poppleton Parish Council - Minutes of 13 August
- (b) CYC - Boundary Commission - Parliamentary Boundary Review
- (c) CYC - Library consultation

12.216 – 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: 12/02975/FUL – Erection of single-storey outbuilding to rear (retrospective) at Ash Gove House, Main Street by Mrs Dinka Knezevic Sharp.	No objections
Ref: 12/03029/TCA – Fell apple tree in the Conservation Area at Ashburnham, The Green by Mr Peter Routledge.	We support the application.

(b) *To note Local Authority Planning Decisions*

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

- Ref: 12/01134/FUL – Erection of 9no. dwellings with garages and associated access at The Green Service Station, The Green by Daniel Gath Homes.

Following an observation by Councillor Watters it was agreed that the Clerk should write to Daniel Gath Homes to ask that they keep the pavement clear off cars and make sure that they don’t park on the Green during the construction period. **(Action Clerk)**

- 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.
- Ref: 12/02307/FUL – Erection of plant and entrance canopies and ancillary works thereto at Poppleton Garden Centre, Northfield Lane by Poppleton Garden Centre.
- Ref: 12/02429/FULM – Variation of condition 2 of planning permission 09/02294/FULM to alter the layout of the park & ride facility at the proposed site for Poppleton Bar Park & Ride, Northfield Lane by City of York Council.
- Ref: 12/02439/FUL – Erection of a detached dwelling and associated driveway following demolition of existing dwelling at 1 Station Road by Mr & Mrs Lycett.
- Ref: 12/02749/FUL – Single-storey rear extension (retrospective) at 30 Long Ridge Lane by Mr Nigel Dorman.

- Ref: 12/03029/TCA – Fell apple tree in the Conservation Area at Ashburnham, The Green by Mr Peter Routledge.

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

(a) To consider reports on vandalism

It was noted that the School Lane sign is askew. Councillor Hawkins agreed to investigate. **(Action Councillor Hawkins)**

(b) To receive other reports

None.

12.218 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

i. Blairgowrie tree

It was noted that the fallen branch has been removed from Chantry Green.

ii. Dying elm tree on the Green

The elm tree has died back faster than anticipated. This year only a third of the tree remained in leaf throughout the summer. It was agreed that a report on the condition of the tree be obtained from an arboriculturalist and recommendations on the course of action to be taken. **(Action Clerk)**

(b) Events

Christmas carols on the Green

A letter from the Methodist Church had been received stating “It has been customary for many years for a joint Anglican/Methodist choir to sing carols around the villages at Christmas time, and make a door-to-door collection for local charities.

“This is becoming increasingly difficult these days and a proposal has been made that this year, instead of singing around the streets, the choir could be situated on The Green and sing there - hopefully attracting passers-by to join in and/or listen and contribute again for local charities.

“I write to ask whether there would be any objection in principle from the Parish Councils to this happening. Exact dates/times are not yet decided but it would possibly be some time during the couple of weeks leading up to Christmas at around 5 - 7 pm in the evening and probably on two or three occasions.”

It was agreed to grant the request.

(c) Maintenance –

i. War Memorial Refurbishment

The Clerk reported having tried to contact the York Minster Stoneyard. He and an employee of the Stoneyard had left messages on their respective answering machines but had yet to talk. **(Action Clerk)**

- ii. It was noted that the metal plaque to Heidi Meyer had been damaged and replaced with a plaque made from plastic.

12.219 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Councillor Hawkins reported on the Ward Team meeting held on 18 September.

(b) Councillors Robson and Hawkins reported on the Traffic Calming/Park & Ride meeting held on 21 September when Tony Clarke and Gary Frost from the City Council and

Stewart Stamper from Halcrow were present. The following points were noted and a discussion on each ensued.

- There is an ongoing archaeological dig on the Park & Ride site.
- Work on the construction of the site is likely to commence in February 2013
- Completion is due at Easter 2014
- The pond shown in the original plans will not be created. For safety reasons, underground tanks will be used instead
- The road layout and the phasing of the traffic lights at the junction of Station Road and the A59
- Halcrow, the company responsible for implementing the project for the City Council, is looking at options for traffic calming in Hodgson Lane
- Halcrow is looking at the possibility of making Black Dike Lane one-way out of the village to the A59

(c) The Clerk report on the SLCC Training Course held at Riccall on 27 September.

12.220 – 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.

3 Sep	Theft	Tools taken	Northfield Lane
7 Sep	Criminal damage	Door damaged	Elm Tree Avenue

PCSO Colley reported that figures as a whole show a reduction of 26% against last year.

12.221 – TO NOTE THE RESULT OF THE YORKSHIRE IN BLOOM COMPETITION

Councillor Allen reported that

- The Poppleton villages had received a Silver Gilt award at the Awards Ceremony held at York Racecourse on 18 September.
- Mike Walker had won a raffle prize which was a free entry into the 2013 Competition.
- The judges had said that the entry would have been improved with greater community involvement and more floral displays.
- He and Mike Walker have been planning the villages' entry in the 2013 Competition. They had bought daffodil and tulip bulbs to be planted in the tubs. They are planning to buy 20 more tubs.
- To help with the idea of more community involvement the 2013 Competition be run by a committee separate from the Parish Council.

The Councillors expressed their pleasure at winning the Silver Gilt award and thanked Councillor Allen and Mike Walker for the work that they had put into making the 2012 entry so successful.

12.222 – TO CONSIDER THE REVIEW OF THE PARISH COUNCIL'S RISK ASSESSMENT

Discussion on the Parish Council's Risk Assessment was deferred.

12.223 - TO CONSIDER TRAFFIC CALMING MEASURES IN HODGSON LANE

It was agreed that this subject had been covered under agenda item 12.219.

12.224 – TO CONSIDER ADVERTISING FOR NEW PARISH COUNCILLORS

It was agreed that the vacant post should be advertised. Councillor Hawkins agreed to design an appropriate advertisement. (**Action Councillor Hawkins**)

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

It was agreed that this subject had been covered under agenda item 12.219.

12.226 - TO CONSIDER PARISH COUNCILLOR TRAINING

The Councillors considered the YLCA training courses on offer in November 2012. It was agreed that no Councillor would be attending.

12.227 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
9 Oct	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hawkins & Kendall
10 Oct	PYAG AGM	Youth Club, Main Street/ 8.00pm	Hawkins
17 Oct	Garden Trail	Poppleton Centre/ 7.30pm	Kendall
8 Nov	PYAG	15 Bankside Close/ 8.00pm	Hawkins
11 Nov	Remembrance Sunday	War Memorial/ 11.00pm	All

12.228 - TO CONSIDER MINOR MATTERS

Minor Matters

None.

12.229 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

- (a) Support for the village entering the 2013 Yorkshire in Bloom Competition.
- (b) The future of the village Library
- (c) The production of a Newsletter

12.230 - TO AGREE THE DATE OF THE NEXT MEETING

The date of the next meeting was agreed as Monday 12 November 2012 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.32pm.

CHAIRMAN

DATE.....

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