

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 13 MAY 2013

PRESENT

Councillor Peter Hawkins (Chairman)

Councillor Graham Buckle

Councillor Kathie Brydson

Councillor Vivien Crabb

Councillor Fiona Reilly

Councillor Stuart Robson

Councillor Frank Rowell

Councillor Rachel Watters

Julian Sturdy MP

City Councillor Ian Gillies

Three members of the public

Mr James Mackman (Clerk)

13.089 - TO ELECT A CHAIRMAN

Councillor Hawkins was elected as Chairman unanimously.

13.090 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Hawkins signed the Declaration of Office.

13.091 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

Graham Buckle and Frank Rowell were co-opted on to the Parish Council and signed their respective Declarations of Office.

13.092 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

13.093 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Councillor John Camplin.

13.094 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Robson
General Purposes Committee	Three Councillors for a quorum
Planning Committee	Robson, Crabb, Brydson, Buckle
Cycle/Footpath Parish Links	Reilly, Watters
Neighbourhood Watch Co-ordinator	None
Poppleton Community Trust Observers	Hawkins
Poppleton Moat Fields Management Group	None
Poppleton Ousebank School Governors Representative	Hawkins
Poppleton Youth Action Group Representative	Rowell
Rural West York Ward Team Representative	Robson, Reilly, Hawkins
Ward Committee Representatives	Hawkins
York Open Planning Forum Representative	None

OFFICE			COUNCILLORS
Yorkshire Associations	Local Representatives	Councils	Hawkins

13.095 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 APRIL 2013

The minutes of the meeting held on 8 April 2013, having been circulated and read, were accepted and signed as a true record.

13.096 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies reported that:-

- There are plans to reduce the City Council's Planning Department from three to two areas.
- There had been an objection to the design of the windows in the new houses being built on the old garage site on the Green. This had been upheld and all the installed windows are being replaced.
- The Local Plan affects all the villages round York. It contains plans to build 36 houses on the Blairgowrie site, 308 houses on the Civil Service site and 998 houses on the British Sugar site.
- Plans to create a Travellers/Showpersons site in Knapton had seen over 200 people turn up to the Ward Committee meeting held on 8 May.
- Public consultation on the Local Plan is to commence on 6 June and run to the end of July.
- It is expected that work on the A59 Park and Ride site will commence on 10 June. Balfour Beattie is the main contractor.

Julian Sturdy the MP for York Outer

- Expressed his concerns that 2,000 acres of Green Belt Land had been earmarked for development over the 15-year life of the Local Plan.
- Said that the Draft Plan does not provide for any provision of infrastructure i.e. roads, schools, shops, open space.
- Gave details of the timescale for the Local Plan
 - Eight week public consultation June-July 2013
 - City of York Council will look at the arguments for and against
 - The Local Plan will be published in early in 2014
 - It will be considered by the full Council
 - There will be a statutory consultation period when a Public Inspector will look at the Plan
 - The Public Enquiry will be in the summer of 2014
 - The Inspector's verdict will be given early in 2015.

13.098 - TO RECEIVE THE CLERK'S REPORT

(a) *Progress on cleaning the War Memorial (Min. 13.072b)*

The work has not been done.

(b) *Progress on the removal of commercial signs at the entrance to Poppleton Business Park (Min. 13.072d)*

At their April meeting the Nether Poppleton Councillors agreed to ask the City Council's Highways Department to look at the signs. There has been no response to date.

(c) Progress on the replacement of the damaged panels in the bus shelter on the Green (Min. 13.072e)

The Clerk reported that this subject is being passed between City Council Departments. At the moment the Blacksmiths' Department is looking at the problem.

13.099 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report showing the actual income and expenditure for the previous financial year and a report for the current financial year for the period to 13 May 2013. The reports reflected the receipts and payments below. The bank balances at 13 May were:

Current Account		£500.00
Business Account	Money	Manager
		£31,066.98

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

1473	Poppleton Community Trust	Room hire – April	£20.40
1474	Summerfield Nursery	Grass cutting – April	£300.00
1475	James Mackman	Salary – May	£459.20
1476	Post Office Ltd	Tax – May	£114.80
1477	James Mackman	Expenses	£21.15
1478	Ryland Horticulture	Felling elm tree on the Green	£800.00
1483	YLCA	Councillor Reilly course	£50.00

(c) To receive a report on income received

City of York Council	First half year's precept	£10,077.50
----------------------	---------------------------	------------

(d) To agree the Statement of Accounts on the Annual Return

The Clerk gave an explanation of the figures in the Statement of Accounts on the Annual Return. After a discussion it was agreed that the Chairman and the Clerk should sign the form. The completion of the Annual Return in the future will be considered in the review of the internal audit procedure.

(e) To agree the Annual Governance Statement on the Annual Return

The Councillors considered the questions in the Annual Governance Statement of the Annual Return. It was agreed that the Parish Council response to all the questions is “Yes” and the Chairman and Clerk signed the form.

(f) To consider quotations for the annual insurance

The three-year contract for the Parish Council's insurance is due to expire on 31 May 2013. Only one quotation had been received for the insurance from 1 June. This was from Came and Co who were offering another three-year deal at £20 less than the current premium. It was agreed to accept the three-year deal. **(Action Clerk)**

13.100 - TO NOTE CORRESPONDENCE RECEIVED

13.100.1 - The Clerk referred to the following items of correspondence

- (a) Ainsty (2008) Internal Drainage Board - Notice of appointment which the Clerk had put on the notice boards
- (b) CYC - Bus User Group - request for participants
- (c) Confirmation from the Information Commissioner's Office of the annual renewal

13.100.2 – It was agreed that the correspondence received since the April Parish Council meeting, as listed below, be circulated to the Councillors

- (a) Clerk & Councils Direct - May 2013, Issue 87
- (b) CYC - Streets Ahead Spring 2013
- (c) Martin House Hospice - Update Spring Summer 2013
- (d) Nether Poppleton Parish Council – minutes of 8 March 2013
- (e) Rural Action Yorkshire - Country Air - Spring 2013, Issue 125
- (f) YOPF - Newsletter - Spring 2013

13.075 – TO RECEIVE THE PLANNING COMMITTEE REPORT

(a) *To consider Planning Applications*

The Clerk had circulated a detailed list of current outstanding planning applications including the application received since the April Parish Council meeting and considered by the Planning Committee. The table below shows the plans that were 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: 13/00641/FUL – Erection of bungalow at Mill Race, Main Street by Mr Ken Hunter	No objections.
Ref: 13/00691/FUL – Two-storey extension to rear and detached garage at 3 Beech Grove by Mr Peter Minniken	<p>Please note that the Parish Councillors have considered the planning application below</p> <p>Ref: 13/00691/FUL – Two-storey extension to rear and detached garage at 3 Beech Grove by Mr Peter Minniken.</p> <p>The decision was D –</p> <p>The Parish Council objects on the grounds set out below:-</p> <ul style="list-style-type: none"> • The plans do not adequately indicate the proposed rear extension and are largely related to existing elevations. • The simulated pictures do not adequately indicate windows which may overlook adjacent properties with corresponding loss of privacy • This is an overdevelopment of a small site <p>Before any planning decision is made we strongly recommend that there is a site visit by a Planning Officer</p>
Ref: 13/00842/TCA – Fell Cherry (T1), Tree in Conservation Area at Oak Villa, Hodgson Lane by Mr Peter Watson.	No objections

Ref: 13/00880/FUL – Retention of 2 no. polytunnels at Oaktree Nursery, Nursery to Red Lion by Mr David Massey.	The Parish Council supports the application.
Ref: 13/00952/FUL – One and two-storey rear extensions at 58A Station Road by Mr & Mrs Nick Linfoot.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 13/00270/FUL – Conservatory to rear at Black Dyke House, Black Dyke Lane by Mrs Denise Duncan.
- Ref: 13/00410/FUL – Two-storey side extension, single-storey rear extension and canopy to front at 5 Brackenhills by Mr Simon Holmes.
- Ref: 13/00426/FUL - Alterations to roof to create first floor accommodation with 2no. dormers to side at 17 Brackenhills by Mr S Osborne.

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

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

It was reported that the Beech Grove sign has been knocked out of shape. The Clerk is to report this to the City Council. **(Action Clerk)**

13.103 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees -

To consider the next step for dealing with the stump of the elm tree on the Green

The elm tree has been felled to a height of eight foot leaving a large section of the trunk still standing on the Green. It was agreed that an article in the forthcoming Newsletter should invite residents to comment on what should happen to the remaining section of the tree.

(b) Events -

To consider giving permission to use the Green during the Garden Trail on the 29/30 June

Mike Walker had written to ask for permission. The Councillors agreed to grant permission.

(c) Maintenance –

- i. To consider the quotation for installing kerbing in the car parking area opposite the chemist's shop*

The Councillors considered and accepted quotation from the City Council for £1,185.65 for installing a secondary set of kerbs. **(Action Clerk)**

- ii. To agree an easement for the laying of a gas pipe to the new houses on the Green*

The Clerk reported having corresponded with the company responsible for laying the gas pipe but that the person who is able to make a decision has been on holiday so no progress has been made. **(Action Clerk)**

(d) Allotments -

To consider action regarding the tree growing over the allotment garden in Main Street

The Councillors considered two quotations for removing the tree. Sam Dickson's quotation was accepted. Permission for felling the tree is to be sought from the School. **(Action Clerk)**

13.104 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

Councillor Robson reported on

- (a) The Transport Group meeting held on 10 April.*

(b) The Ward Committee AGM held on 8 May when over 200 people attended.

Councillor Hawkins said that the minutes of the Poppleton Community Trust meeting of 7 May will be sent out in the next few days.

13.105 – 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 Apr	Burglary other	Tools Taken	Station Road
5 Apr	Violence	Male assaulted by family member	Chantry Avenue
12 Apr	Theft	Items taken - 1 Arrested.	Northfield Lane
15 Apr	Theft	Candles taken - 1 Arrested.	Northfield Lane
21 Apr	Burglary Dwelling	House entered	Long Ridge Lane
23 Apr	Autocrime	Sat Nav taken from vehicle	Wykeham Road

PCSO Colley reported that
Figures against last year show a reduction of 9%,

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

Councillor Robson reported on the Transport Group meeting of 10 April.

- Black Dike Lane will be signed to show that there is no entry from the A59 for anything but farm vehicles.
- A gateway will be built in Hodgson Lane where the 30mph limit starts
- Two chicanes will be constructed in Long Ridge Lane; one in Upper Poppleton, the other in Nether Poppleton.

The continuation of the three schemes will be reviewed when the construction of the Park & Ride site is completed

13.107 - TO CONSIDER PARISH COUNCILLOR TRAINING

The Councillors confirmed that Councillor Reilly could attend the YLCA training course for new Councillors to be held on 14 May. There were no other suitable training courses available at the moment.

13.108 – TO RECEIVE AN UPDATE ON SECTION 106 PAYMENTS

The City Council had responded to the Clerk's enquiry and reported that it was holding no Section 106 money. It had not given an answer to the question of what Section 106 money may be available when the Daniel Gath development of the old garage site is completed. The Clerk was asked to investigate. **(Action Clerk)**

13.109 – TO DISCUSS THE CELEBRATION OF CHRISTMAS 2013

Councillor Watters said that with the loss of the Christmas tree that used to be provided by the Churches the Green looks drab at Christmas time. It was agreed that Councillor Watters should investigate the cost of solar-powered Christmas tree lights and report back to a future meeting. **(Action Councillor Watters)**

13.110 - TO DISCUSS HOW TO CELEBRATE THE TOUR DE FRANCE PASSING THROUGH THE PARISH ALONG THE A59 IN 2014

There was no further discussion on this subject but it will be mentioned in the next Newsletter.

13.111 - TO CONSIDER THE YORK LOCAL PLAN

It was agreed that a working party consisting of Councillors Brydson, Crabb, Rowell and Watters should meet to discuss the Local Plan and report back to the Parish Council. The Clerk is to obtain two hard copies of the Plan.

13.112 - TO RECEIVE A REPORT ON THE 2013 YORKSHIRE IN BLOOM COMPETITION AND CONSIDER A REQUEST FOR FUNDS

It was noted that the visit to the village by the Yorkshire in Bloom judges on 18 April had been cancelled as the judges had recognised that the cold winter had caused problems and delayed spring growth.

The judges will now visit the villages on 12 July. The Yorkshire in Bloom Action Group had circulated a detailed action plan.

It was agreed that the sum of £500 provided in this year's budget should be paid to the Action Group so that it could meet expenses as they arise. The Group is to provide a detailed income and expenditure account at the conclusion of this year's Competition.

13.113 – TO CONSIDER THE CITY COUNCIL'S OFFER ON CYCLE RACKS

The City Council had advised that they're promoting a ParkThatBike project the aim of which is to make cycling easier and more convenient, and to tackle the problem of bike theft in York. They're offering various types of cycle stand free of charge and are inviting Parish Councils to apply for stands "if you have a hall, community centre or green space that needs cycle parking. Similarly, if there are local businesses, community groups, shops, pubs, offices or churches that need bike parking please encourage them to apply for free cycle parking."

The Councillors discussed the problems that were experienced the last time the Parish Council was involved with the idea of the installation of cycle racks in the village and agreed that they would not take up the City Council's offer

13.114 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
5 June	Poppleton Transport Group re A59 Park & Ride	Poppleton Centre/ 2.30pm	Hawkins, Robson, Clerk
6 June	YLCA York Branch	New Earswick Folk Hall/ 7.00pm	Hawkins
11 June	Poppleton Community Trust AGM	Poppleton Centre/ 7.30pm	All
24 June	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hawkins

13.115 - TO CONSIDER MINOR MATTERS

None.

13.116 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

- To discuss the impact on the village of the proposed traveller/showmans' site at Knapton.
- Production of a Newsletter
- The use of social media as a means of communication

13.117 - TO AGREE THE DATE OF THE NEXT MEETING

The date of the next meeting was agreed as Monday 10 June 2013 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.40pm.

CHAIRMAN

DATE.....

James Mackman, Clerk 22a Long Ridge Lane, Nether Poppleton, York YO26 6LX
Telephone 01904 781752 - Fax 0871 4331325 - email jmackman@tesco.net