

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 MAY 2014

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson

Councillor Graham Buckle

Councillor John Camplin

Councillor Vivien Crabb

Councillor Peter Hawkins

Councillor Roper Langford

Councillor Fiona Reilly

Councillor Rachel Watters

City Councillor Ian Gillies

Six members of the public

Mr James Mackman (Clerk)

14.105 - TO ELECT A CHAIRMAN

Councillor Robson was elected as Chairman unanimously.

14.106 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Robson signed the Declaration of Office.

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

None.

14.108 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

14.109 - ANNUAL APPOINTMENTS

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

14.110 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 APRIL 2014

The minutes of the meeting held on 14 April 2014, having been circulated and read, were accepted and signed as a true record.

14.111 - PUBLIC PARTICIPATION

Mrs Scruton mentioned the cigarette smoke that emanates from the yard behind the Lord Collingwood and how it affects her property next door. She made comments about the barrier that was supposed to be put on the Green when the tables were put out on 1 May. She enquired as to whether the Green would be reseeded if the two umbrella stands kill the grass.

The Lord Collingwood licensee, Ray Stannard, said that no alcoholic drinks have been consumed on the Green so the barriers have not been necessary. He said that he would keep moving the umbrella stands so the grass would be unaffected by them.

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

City Councillor Ian Gillies reported that:-

- The No Parking bollards will be put out in Station Road the night before the first day of the Yorkshire Show.
- There is an agreement to close the roads through the Green for the Children's Sports Day for this year and 2015.
- He has still had no success in getting the crossing gates painted.
- A City Council Officer will co-ordinate a committee to take forward the idea of a having a cricket pitch in the village and suggested that a Parish Councillor be appointed to serve on the committee.

Councillor Watters asked Councillor Gillies if he could have a word with someone about the rubbish that comes off vehicles travelling to the tip at Harewood Whin and the Industrial site in New Road, Hessay.

Councillor Robson congratulated Councillor Gillies on his appointment as Lord Mayor of the City and wished him well during his term of office.

It was agreed to bring agenda item **14.117** forward to this point in the meeting but for convenience the minutes are shown in order below.

14.113 – TO DISCUSS POSSIBLE ACTIVITIES IN CONNECTION WITH THE TOUR DE FRANCE IN JULY

Councillor Robson reported that

- No meeting has been held but that he has been telephoning interested parties.
- The Tour de France is the world's third largest sporting event
- The A59 and all the side roads leading on to the A59 will be closed between 1.00am and 2.00pm on Sunday 6 July.
- The churches in the village have cancelled their service on 6 July.
- The Tour de France cyclists will be preceded by a fleet of publicity vehicles.
- The cyclists will be followed by hundreds of support vehicles.

- There is a possibility of parking problems in the village with the influx of visitors expected on 6 July
- Care needs to be taken by livestock owners owing to the low flying helicopters that will be filming the event.

14.114 – TO CONSIDER PLANS FOR THIS YEAR’S YORKSHIRE IN BLOOM COMPETITION

Councillor Robson reported that

- The judges will be visiting the village at 2.00pm on 15 July.
- The Committee is endeavouring to get the village as sparkling as possible.
- A number of anonymous donations have been received.
- An angled flower bed is shortly to be constructed on the Green in front of the Methodist Chapel. It will contain flowers depicting the Union Jack to commemorate the start of WWI.
- Last year the judges commented that there should be a theme so the committee have chosen red, white and blue flowers. The judges also commented that the school children should be involved in the competition. This year each class at the school has an allotment and these will be judged.

14.115 – TO DISCUSS PROGRESS ON THE POSSIBLE USE OF SECTION 106 MONEY

There was no progress to report on this subject.

14.116 – TO DISCUSS THE NEW LOCAL PLAN

Councillor Brydson reported that she and Councillor Crabb had met with Nether Poppleton Parish Councillor Peter Powell to discuss the Local Plan. Councillor Powell had produced a map showing all the areas of land which have been put forward for development. The map shows the areas which have been rejected by the City Council and those which will appear in the Local Plan.

Councillor Robson said that he was very grateful for the work that Councillor Brydson had done.

14.117 – TO DISCUSS THE PRODUCTION OF A NEIGHBOURHOOD PLAN

Nether Poppleton Parish Councillor, Edie Jones, addressed the meeting. She said that

- There is a need to have a Neighbourhood Plan which covers both Upper and Nether Poppleton
- Both Copmanthorpe and Dunnington Parish Councils have worked hard to produce a draft Plan and are willing to share their work with Poppleton.
- She was willing to start the ball rolling and has set up an exploratory meeting to which Councillors Brydson and Crabb have agreed to attend.

It was resolved that the Parish Council would sign a letter of intent to go ahead with the production of a Neighbourhood Plan. **(Action Councillor Robson)**

14.118 – TO AGREE THE ATTENDANCE OF THE CLERK AT THE SLCC REGIONAL CONFERENCE IN YORK

It was agreed that the Clerk should attend the Conference for which there is a charge of £59.

14.119 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S TWITTER ACCOUNT

No progress to report on this subject. (Action Clerk and Councillor Reilly)

14.120 – TO CONSIDER THE ISSUE OF PARKING IN THE VICINITY OF THE GREEN

The Clerk is to re-invite the City Council Officer to attend a Parish Council meeting to discuss the issue of parking. (Action Clerk)

14.121 – TO RECEIVE A REPORT ON THE PROGRESS WITH THE PRODUCTION OF A SPRING NEWSLETTER

Councillor Hawkins reported that the Newsletter is just about ready. It was agreed that the subject of parking should be on the front page. (Action Councillor Hawkins)

14.122 – TO CONSIDER AN APPLICATION FOR FUNDS FROM POPPLETON OUSEBANK SCHOOL REGARDING THE DEVELOPMENT OF THE SCHOOL POND

Councillor Hawkins tabled a schedule of expenditure that the School wished to spend on the refurbishment of the pond. It was agreed to invite a representative from the School to speak to the Councillors at the June meeting. (Action Clerk)

14.123 – TO DISCUSS THE PROPOSED EXTENSION OF THE A59 BOROUGHBRIDGE ROAD/NORTHFIELD LANE 40MPH SPEED LIMIT

The City Council had submitted a proposal to move the 40mph limit to a few yards west of Station Road. It was agreed that, with the imminent opening of the A59 Park and Ride, it would be better to move the start of the 40mph limit to the west of Hodgson Lane. The Clerk is to inform the City Council of this decision. (Action Clerk)

14.124 – 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: 14/00689/FUL – Porch and canopy to front and two-storey and single-storey rear extension at 71 Station Road by Mr Michael Sharp.	No objections
Ref: 14/00947/FUL – Two-storey side and rear extension at Ashburnham, Hodgson Lane by Mr Peter Routledge.	The Parish Council does not object but is aware that there will be reduced car parking on this site.

(b) To note Local Authority Planning Decisions

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

- Ref: 14/00461/FUL – Replace hipped roof with gables at 2 Lime Garth by Mr John Wilkinson.

- Ref: 14/00673/FUL – Removal of condition 6 of permitted application 13/03813/FUL to allow proposed dwelling to be separated from existing dwelling with access and private amenities at Pear Tree Farm, Northfield Lane by Mr P Harper.

14.125 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

- i. It was noted that the City Council is widening the pavement on the south side of Long Ridge Lane.
- ii. It was reported that the vegetation from Holly Bush House is growing over and hence narrowing the pavement. The Clerk was asked to report this to the City Council. **(Action Clerk)**
- iii. It was noted that CYC had repaired the pavement bordering Chantry Green but that the length of pavement between Chantry green and the surgery needs to be repaired. The Clerk was deputed to ask CYC to carry out the work. **(Action Clerk)**

(c) To consider the City Council's quotation for refurbishing the bus shelter opposite the Library

The City Council had quoted the sum of £558 to replace the Perspex with toughened glass. The Councillors agreed to accept the quotation. **(Action Clerk)**

14.126 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS AND ALLOTMENTS

(a) Trees

It was noted that the flowering cherry tree in Chantry Green had not been felled. The Clerk is to pursue the matter. **(Action Clerk)**

(b) Events

No reports.

(c) Maintenance –

- i. *To receive a report on the registration of ownership of the land between the Manse and Old Forge Surgery*

The Clerk reported having spoken with the Land Registry. The records that need to be looked at predate digitalisation and are kept in store in Coventry. The Land Registry has arranged for the files to be sent from Coventry and will report back to the Parish Council as soon as possible. The Clerk was instructed to contact the Land Registry to ensure that a resolution to the problem could be made. **(Action Clerk)**

- ii. *To receive an update on the placement of tables on Village Green and agree the style of the removable barrier*

The Clerk reported having given a statement to the Parish Council's insurers on the subject of the tables.

The licensee of the Lord Collingwood produced two types of removable barrier. The Councillors agreed that the barrier consisting of a black plastic chain support on poles that resemble a shepherd's crook was acceptable.

Councillor Crabb proposed, and it was resolved after discussion, that the licensee should remove the tables from the Green at 10.00pm every night. The licensee, who was present, agreed to do this.

iii. To consider the quotation for refurbishing the lower section of the maypole

The Clerk reported that Ken Falkingham had quoted £220 for treating and repainting the bottom section of the maypole. In conjunction with Chairman Peter Hawkins he had authorised the work which had been completed. The Councillors ratified the Clerk's decision.

iv. To consider flying a flag on the maypole on 6 July

After a brief discussion it was agreed not to fly a flag on 6 July

v. To consider the idea of a lay-by in Main Street in the verge in front of Blairgowrie

Chairman Stuart Robson informed the Councillors that to construct a lay-by on the Green would mean that some of the grass verge would have to be replaced with Tarmac. To do this permission would have to be given by the Secretary of State. The Parish Council had been informed that it would cost £4,000 to seek the Secretary of State's approval. It was agreed not to proceed with the project.

(d) Allotments

There was no report.

14.127 - TO DISCUSS MATTERS RELATING TO THE A59 PARK & RIDE

The construction work is still proceeding to plans. The official opening has been fixed for 11 June when Baroness Cramer will perform the ceremony.

At the Poppleton Transport Group meeting held on 7 May it was agreed that Councillors would be invited to visit the facility in advance of the official opening.

14.128 - TO CONSIDER PARISH COUNCILLOR TRAINING

It was noted that the YLCA has not organised any training events.

14.129 – TO RECEIVE A REPORT ON THE PROGRESS OF A THE REGISTER OF COMMUNITY ASSETS

The Clerk reported that he had consulted with the YLCA and other Clerks but had been unable to identify the City Council Officer who would be able to advise as to which items should appear in a Register of Community Assets. **(Action Clerk)**

14.130 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Councillor Robson gave a report on the PYAG meeting held on 1 May.

(b) The Clerk gave a brief report on the Poppleton Transport Group meeting held on 7 May.

14.131 - TO RECEIVE A REPORT ON VILLAGE POLICING

It was noted that only one incident had been reported to the police in April.

1 Apr	Burglary	Jewellery taken	Millfield Lane
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PCSO Colley reported that figures against last year show a reduction of 32%.

14.132 -TO RECEIVE THE CLERK'S REPORT

(a) Progress on filling the potholes in the car park adjacent to the Lord Collingwood (Min. 14.090b)

The Clerk reported that the City Council is planning to fill in the potholes in the near future.

(b) *Progress on the provision of dog fouling notices (Min. 14.098a)*

It was reported that dog fouling notices have been put on a number of lampposts.

(c) *Progress on restoring the plinth outside Hudson Moody (Min. 14.098c)*

No news on this subject. It was noted that the work to the plinth is to be done at the same time as the shop is repainted. It was agreed to remove the item from the agenda for the time being.

(d) *Progress on replacing the panel in the bus shelter on the Green (Min. 14.098d)*

The Clerk reported that he had been assured by the City Council that the panel is to be replaced in the next few days.

14.133 - 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 12 May 2014. The reports reflected the receipts and payments below. The bank balances at 12 May were:

Current			
Account			£500.00
Business	Money		Manager
Account		£34,749.94	

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

1559	Ken Falkingham	Maypole base refurbishment	£220.00
1560	Information Commission	Annual fee	£35.00
1561	Poppleton Community Trust	Room hire – April	£20.70
1562	James Mackman	Salary – May	£463.78
1563	Post Office Ltd	Tax – May	£116.00
1564	Broker Network	Annual insurance premium	£495.00
1565	James Mackman	Expenses	£5.03

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

City of York Council	1 st half year's precept	£10,077.50
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(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.

(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.

14.134 - TO NOTE CORRESPONDENCE RECEIVED

14.134.01 - The Clerk referred to the following items of correspondence

(a) A letter requesting the placing on a commemorative seat on the Green. The letter had been received after the agenda had been published. The matter will be discussed at the June meeting

(b) An email from CYC giving notice of the forthcoming work to the footpath in Long Ridge Lane (See 14.125b(i))

14.134.02 - It was noted that the correspondence received since the April Parish Council meeting, as listed below, had already been circulated to the Councillors

- (a) CYC - Community Conversations
- (b) An email from CYC saying that to properly assess the potential additional tonnage we could expect were we to add mixed plastic packaging to the kerbside collection we will be carrying out a trial in Upper Poppleton between June and August 2014.
- (c) Julian Sturdy – notice of meeting on 15 May
- (d) CYC - City of York Hackney Carriage Consultation
- (e) North Yorkshire Fire Brigade Union - Fire Cover Review letter

14.134.03 - It was agreed that the correspondence received since the April Parish Council meeting, as listed below, be circulated to the Councillors
Clerk & Councils Direct - May 2014 - Issue 93

14.135 - TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
14 May	Neighbourhood Planning	West Offices, Station Rise	Brydson, Crabb
15 May	Ward Team	Askham Richard village hall/ 10.00am	Robson
15 May	Julian Sturdy – Parish Meeting	St Thomas’ Church, Osbalwick/ 7.00pm to 8.30pm	All
29 May	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hawkins
29 May	Rural West York Ward “Community Conversations”	Copmanthorpe Methodist Church/ 6.00pm to 8.00pm	All
5 Jun	A59 Park & Ride	Site Office/ 11.00pm	All
5 Jun	YLCA York Branch	Folk Hall, New Earswick/ 7.00pm	Robson
17 Jul	Poppleton Youth Action Group	15 Bankside Close/ 8.00pm	Camplin

14.136 - TO CONSIDER MINOR MATTERS

Councillor Robson agreed to serve on the committee looking into the possibility of providing a cricket pitch in the village.

14.137 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

None.

14.138 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 9 JUNE 2014

The date of the next meeting was agreed as Monday 9 June 2014 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.00pm.

CHAIRMAN

DATE.....2014

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