

## 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 OCTOBER 2014

#### PRESENT

Councillor Stuart Robson (Chairman)

Councillor Graham Buckle

Councillor Kathie Brydson

Councillor John Camplin

Councillor Vivien Crabb

Councillor Roper Langford

Councillor Fiona Reilly

Councillor Rachel Watters

City Councillor Chris Steward

Five members of the public

Mr James Mackman (Clerk)

#### 14.222 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No name was put forward.

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

None.

#### 14.224 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

#### 14.225 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 8 SEPTEMBER 2014

The minutes of the meeting held on 8 September 2014, having been circulated and read, were accepted and signed as a true record.

#### 14.226 - PUBLIC PARTICIPATION

None

#### 14.227 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only

City Councillor Chris Steward said that he had no comments on anything other than what was on the agenda and would be happy to comment as each item was discussed.

#### 14.228 – TO NOTE THE RESULT OF THIS YEAR'S YORKSHIRE IN BLOOM COMPETITION

Councillor Robson reported that the village had received a Silver Gilt Award for the third year in a row.

You can read the judges' report at <http://tinyurl.com/qzcelwv>

The Councillors agreed that the village should enter the competition in 2015.

Thanks were given to Mike Walker and Councillor Robson for the efforts they had made in organising the villages entry in the 2014 Competition.

#### **14.229 – TO DISCUSS PROGRESS ON THE POSSIBLE USE OF SECTION 106 MONEY**

##### *(a) Cricket Pitch*

Councillor Robson reported that there is to be a planning meeting on 3 November.

##### *(b) Adventure Playground*

The Clerk reported that the Poppleton Community Trustees have agreed to support the adventure playground project in principle. The Clerk is to arrange a meeting of those who have expressed an interest in being on a steering committee to take the project forward. **(Action Clerk)**

#### **14.230 – TO RECEIVE A PROGRESS REPORT ON THE LOCAL PLAN**

It was noted that the City Council has halted the proposed Local Plan and that parts of it are to be rewritten, especially with regards to the projected housing needs.

Councillors and Brydson and Crabb are meeting with their NPPC counterparts next week.

It was agreed that the Parish Council join the Local Plan Alliance.

#### **14.231 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN**

Councillor Brydson reported that

- The City Council has formally approved the Neighbourhood Plan
- Forty people attended the public meeting held at the Poppleton Centre on 9 October
- *Locality* has paid a grant of £810. This is being held by Nether Poppleton Parish Council
- A drone is being used to photograph the village from the air
- A planning expert will be needed to make sure the Plan is suitably drafted to pass examination by the City Council

It was agreed that the sum of £3,000 be set aside as a contribution towards the costs of setting up the Neighbourhood Plan.

#### **14.232 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL'S TWITTER ACCOUNT**

Councillor Reilly reported that there are now 43 followers and that she has recently added a couple of tweets.

#### **14.233 – TO DISCUSS THE FUTURE OF THE PARISH COUNCIL'S WEBSITE INCLUDING THE QUOTATION FROM VISIONICT (PREVIOUSLY CIRCULATED)**

After a lengthy discussion it was agreed to defer a decision on the website pending receipt of further information. In the meantime the Clerk is to add buttons for the Neighbourhood Plan, the Local Plan and Latest news to the existing site. **(Action Clerk)**

#### **14.234 - TO CONSIDER THE CITY COUNCIL'S COMMUNITY GOVERNANCE REVIEW**

City Councillor Chris Steward gave background information on this subject. After discussion it was agreed that the Parish Councillors were content with the existing Parish Boundary and number of Parish Councillors and agreed to take no action on the subject.

**14.235 – TO DISCUSS ARRANGEMENTS FOR THE ACT OF REMEMBRANCE SUNDAY – 9 NOVEMBER**

The Councillors considered a report on the arrangements for Remembrance Sunday. The Councillors agreed

- To distribute Service Sheets to those attending.
- To accept the estimated cost of £70 for printing the Service sheets, the trumpeter and acquiring two wreaths
- To ask the City Council for permission to close the roads through the Green for which there is to be no charge. **(Action Clerk)**

**14.236 – 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 September 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
<p>Ref: 14/01943/FULM – Demolition of existing buildings and erection of replacement petrol filling station and shop (Use Class A1), restaurant with drive-thru facility (Use Class A3/A5) with associated parking, access and landscaping at Wills and Ellis Garage, Boroughbridge Road by Skelwith Group.</p>	<p>The Parish Council objects on the following planning grounds:-</p> <ol style="list-style-type: none"> <li>1. <b>Traffic volume &amp; flow</b> - The size of commercial development of the site as proposed will markedly increase traffic volume at access and egress points to and from A59, A1237, and adjacent to a roundabout that is already congested at peak times. So much divergent activity at and near the site is dangerous and confusing, particularly to non residents.</li> <li>2. <b>Serious adverse impact</b> - on neighbouring residents who will be subject to noise disturbance and light pollution with related commercial delivery vehicles and site usage at unsociable hours.</li> <li>3. <b>Visual impact &amp; aesthetics:</b> The plans show negligible landscaping or screening of two-storey commercial development (McDonalds restaurant) following removal of a pre-existing embankment, hedgerows and trees.</li> </ol> <p>We would recommend that members of York</p>

	City Council visit the A59/A1237 junctions at peak traffic times to assess existing flow and potential impact of further congestion on the site and environs.
Ref: 14/02035/TPO – Crown lift to 4m, Crown thin by 20%, clear BT wire by 2m, Lime (T1), Tree protected by Tree Preservation Order No 2/1991 at 2 Willow Croft by Mrs K Ibbotson.	No objections

Ref: 14/02109/TPO – Crown thin and raise canopy of Oak, Tree protected by Tree Preservation Order CYC 183 at 81 Station Road by Ms Fiona Riley.	No objections
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*(b) To note Local Authority Planning Decisions*

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

- Ref: 14/01258/FUL – Erection of detached 3-bay car port at York House, Hodgson Lane by Mrs S Pennycock.
- Ref: 14/01481/FUL – Single-storey side and rear extension, erection of garage to rear and demolition of workshop to create garden at Toft Garth, Main Street by Mr Bean.
- Ref: 14/02109/TPO – Crown thin and raise canopy of Oak, Tree protected by Tree Preservation Order CYC 183 at 81 Station Road by Ms Fiona Riley.

It was noted that the Local Planning Authority had refused the following application:

- Ref: 14/01781/FUL – Two-storey and single-storey rear extension at 6 Northfield Lane by Mr N Thompson and Mrs D Davies.

It was noted that the following application had been withdrawn:

- Ref: 14/01789/FUL – Single-storey rear extension at 3 Northfield Lane by Mr Richard Eden.

It was noted that the decision on the following application was “Objection”:

- Ref 14/01501/ABC3 - Conversion of agricultural building to 3no. dwellinghouse(s) (class C3) under Class MB, Part 3, Schedule 2 of Article 3 of The Town and Country Planning (General Permitted Development) Order 1995 at Huntsham Farm, Burlands Lane by Mr & Mrs G Potts.

#### **14.237 – TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

*(a) To consider reports on vandalism*

None.

*(b) To discuss the written report from the City Council Officer regarding vehicle access in the Green area*

The Councillors discussed the City Council’s report which had been circulated prior to the meeting.

After a lengthy discussion it was agreed that the views of residents living close to the crossing gate in Station Road should be sought on the idea of having double yellow lines installed with the aim of keeping the road clear of parked vehicles. **(Action Clerk)**

*(c) To receive other reports*

It was noted that the road surface at the junction of Dikelands Lane and Long Ridge Lane had been repaired in part but that there was still a dip in the road.

#### **14.238 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS AND ALLOTMENTS**

*(a) Trees including the future of the elm tree trunk*

It was noted that the leaves that had grown from the trunk of the elm tree this year had soon shown signs of Dutch elm disease. It was agreed that the trunk should now be removed and the stump ground out and the area grassed. Quotations for the work are to be sought. **(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 written to the Land Registry office in Durham and asked what steps should the Parish Council taken to register the land. The Land Registry had replied and said that it was not their policy to offer legal advice on this matter and that the Parish Council should consult a solicitor.

The Clerk reported that the Land Registry Office in Hull had written to Hessay Parish Council about the registration of land that it owned and had been helpful in providing information as to how this should be done. It was agreed that the Clerk should contact the Hull Office to see if help could be had. **(Action Clerk)**

*ii. To consider refurbishing the pump and rails on the Green*

A quotation from Ken Falkingham for repainting the pump and the rails was accepted.

*iii. To consider repainting the pump at the corner of Lime Garth*

A quotation from Ken Falkingham for repainting the pump was accepted.

*(d) Allotments*

No report.

\* Councillor Buckle retired from the meeting at this point on the agenda.

**14.239 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS**

(a) Councillor Robson gave a report on the Rural West York Ward Team meeting held on 22 September.

(b) Councillor Brydson reported that she had circulated her minutes of the Poppleton Community Trust Executive Committee meeting held on 17 September.

(c) Councillor Camplin reported on the PYAG AGM held on 1 October.

**14.240 – 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.

14 Sep	Violence	Family dispute	Beech Way
22 Sep	Theft	Theft of charity bags	Several areas
29 Sep	Burglary	Cycle and vehicle taken with stolen keys	Pear Tree Avenue
29 Sep	Burglary	Search made of house possibly for vehicle keys, purse taken, later found, money gone	Nether Way

PCSO Colley reported that figures for Rural West York show a reduction of 8% against last year

#### **14.241 – TO RECEIVE THE CLERK’S REPORT**

(a) *Progress on installation of two seats under the copper beech tree (Min. 211.c ii)*

Both donors of the seats are in the process of ordering them.

(b) *Progress on the replacement of the litter bin at the entrance to the Poppleton Centre (Min. 14.215e)*

The Clerk reported having had two conversations with the City Council about the missing bin. It still hasn’t been replaced. **(Action Clerk)**

(c) *Progress on the request for a seat on the verge of the narrow section of Westfield Lane. (Min. 14.215f)*

No progress to report.

(d) *Progress on levelling the footpath in front of Ingham House (Min. 14.215i)*

No progress to report.

(e) *Progress on refurbishing the bus shelter opposite Library (Min. 14.215j)*

The bus shelter has been refurbished.

(f) *Progress on replacing the A59 horse signs (Min. 14.215k)*

The second sign is still missing.

#### **14.242 – 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 October 2014. The reports reflected the receipts and payments below. The bank balances at 13 October were:

Current		
Account		£500.00
Business	Money	Manager
Account		£37,411.99

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

1594	Mrs L Cariss	Internal audit fee	£80.00
1595	PKF Littlejohn	External audit fee	£100.00
1596	Ken Falkingham	Repairs to Lime Garth pump	£20.00
1597	Poppleton Community Trust	Room hire – September	£20.70
1598	James Mackman	Salary – October	£463.78
1599	Post Office Ltd	Tax – October	£116.00
1600	James Mackman	Expenses	£27.15

(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 note the external auditors comments on the Annual Return*

The external auditor had made two comments on the Annual Return.

1. The value of the Parish Council's assets should be shown at cost and not the insured value.
2. The amount shown in the precept box should be reduced by the Council Tax Support Grant which for 2013-14 is £615.

(e) *To consider releasing this year's grant to PYAG*

It was resolved to grant the £1,000 provided in this year's budget to the Poppleton Youth Action Group.

(f) *To consider releasing this year's grant to Poppleton Under Fives*

It was resolved to grant the £500 provided in this year's budget to the Poppleton Under Fives.

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

This was agreed.

#### **14.243 – TO NOTE CORRESPONDENCE RECEIVED**

*14.243.01 – The Clerk referred to the following items of correspondence*

- (a) Ainsty (2008) Internal Drainage Board - Completion of Audit statements for notice board
- (b) Nether with Upper PPC - Thanks for All Saints grass cutting grant
- (c) Poppleton Ousebank School - Thanks for grant email
- (d) Poppleton Community Railway Nursery - Thank you for grant email

*14.243.02 – It was noted that the correspondence received since the September Parish Council meeting, as listed below, had already been circulated to the Councillors*

- (a) Barry Otley – Notice of the opening of the new cycle track
- (b) Julian Sturdy MP - Special e-Bulletin on the Local Plan
- (c) Notice from the Poppleton Community Trust on the appointment of the new Centre manager
- (d) YLCA - White Rose Updates for September and October 2014
- (e) Yortime News - October 2014
- (f) Poppleton Library - Invitation to Poppleton Archive launch

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

Nether Poppleton Parish Council - Minutes of 18 August

#### **14.244 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
3 Nov	Cricket Development Committee	Poppleton Centre/ 6.30pm	Robson
6 Nov	Poppleton Youth Action Group	15 Bankside Close/ 8.30pm	Camplin
12 Nov	Rural West York Team	Poppleton Tithe Barn/ 6.30pm	Robson
18 Nov	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson

#### **14.245 - TO CONSIDER MINOR MATTERS**

None

**14.246 - TO CONSIDER ITEMS FOR THE NEXT AGENDA**

None.

**14.247 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 10 NOVEMBER 2014**

The date of the next meeting was agreed as Monday 10 November 2014 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.37pm.

CHAIRMAN .....

DATE.....2014

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