

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.00 PM ON MONDAY 12 OCTOBER 2015

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson

Councillor Graham Buckle

Councillor John Camplin

Councillor Vivien Crabb

Councillor Roper Langford

Councillor John Pannell

City Councillor Ian Gillies

One member of the public

Mr James Mackman (Clerk)

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

None.

15.217 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apolo­gies for absence were received and reasons approved from Councillor Nigel Evans.

15.218 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 SEPTEMBER 2015

The minutes of the meeting held on 14 September 2015, having been circulated and read, were accepted and signed as a true record.

15.219 - PUBLIC PARTICIPATION

A resident expressed concerns about the planning application for Hollybank (15/01907). The Planning Committee agreed to revisit this application.

15.220 - TO RECEIVE THE CITY OF YORK COUNCILLOR'S REPORT – FOR INFORMATION ONLY

City Councillor Ian Gillies reported on the following items:-

- He had held a surgery in Poppleton on Saturday 10 October when the main subject of complaint was the state of the road surfaces in the village
- The No. 10 bus service is reverting to a 30-minute service but not to the old route down Poppleton Road.

15.221– TO RECEIVE AN UPDATE AND MAKE DECISIONS ON THE PARISH COUNCIL'S NEW WEBSITE

The Clerk reported that the website is up-to-date. It was noted that someone trying to find the website through Google is directed to the old website. This has a link to the new website. It was agreed that Councillors would endeavour to click on to the new website regularly in an endeavour to make it the number one choice on Google.

15.222 – TO CONSIDER SUPPORTING THE 2016 YORKSHIRE IN BLOOM COMPETITION

Councillor Robson reported that there were sufficient volunteers to the village enter the 2016 Competition. The Councillors agreed to support the village's entry into the 2016 Competition, again under the guidance of Mr M Walker and Councillor Robson.

15.223 – TO CONSIDER COUNCILLOR TRAINING

It was agreed that there was no suitable training at the moment.

15.224 - 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 October 2015. The reports reflected the receipts and payments below. The bank balances at 12 October were:

Current Account	£500.00
Business Money Manager Account	£33,928.66

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

1682	Poppleton Community Trust	Room hire – September	£20.70
1683	James Mackman	Salary – October	£474.14
1684	Post Office Ltd	Tax – October	£118.40
1685	James Mackman	Expenses	£45.10

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

City of York Council	2 nd half year's precept	£10,729.00
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(d) *To consider the concept of the Clerk's pension obligations*

The Clerk had received a notice from the Pensions Regulator (PR) advising that any organisation has to enrol every employee who is eligible into a workplace pension scheme and contribute towards that scheme if appropriate. This law comes into effect on 1st June 2016, and applies to employees below 74 years of age, and earning in excess of £5,824 pa. If this enrolment is not effected by that date, the PR would impose a fine of £50 per day thereafter. This enrolment applies even if any current employee does not want a workplace pension. The Clerk indicated that he did not want a workplace pension, but nevertheless UPPC must enrol his name as a qualifying employee prior to 1st June 2016. It may be in future that any successor to Mr Mackman may want to have this facility available. **(Action Chairman)**

(e) *To consider the external auditor's report*

The Clerk read the external auditor's report which gave an unqualified approval of the Annual Return.

(f) *Wreath*

It was agreed that the Parish Council should purchase a wreath for the Chairman to lay at the War Memorial on Remembrance Sunday.

(g) *To consider a grant request from the Poppleton Players*

This item had been included in anticipation of a request from Poppleton Players. As no request had been received the Councillors agreed to move to the next item.

(h) To consider a grant request from the Poppleton History Society

Prior to the meeting the Clerk had circulated a copy of an email from the Poppleton History Society in which details of the forthcoming publication of a book about the men whose names appear on the villages' War Memorials were given. The Society's request for a grant of £500 towards the production of the book was approved.

15.225 – TO DISCUSS THE FUTURE OF THE POPPLETON GARDEN GUILD

The Chairman explained that the Garden Guild hut is closing in November and will not reopen again. The Guild constitution says that in the event of the business ceasing trading the Guild must keep going for one year. All the current Guild officers are retiring and there is no one to take over their positions. There will be the question of what the Guild intend to do with the wooden hut in the allotment garden. Councillors agreed that the Parish Council could take over the responsibility of maintaining the shed subject to negotiating such items as insurance, electricity and rates.

The Chairman said that there are plans that the Garden Guild's Show will continue though it may not be held on the August Bank Holiday weekend. It is understood that the funding of the Show would be covered by some of the cash balance which the Garden Guild will distribute on its dissolution.

15.226 – PLANNING APPLICATIONS

(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
Ref: 15/00833/FUL – Single-storey side extension to link dwelling to garage at 1 Ebor Close, Dikelands Lane by Mr C Lawrence.	No objections
Ref: 15/01878/FUL – Change of use from office to Cytology Laboratory and the installation of 2 no. fume cupboard discharge pipes to the roof and erection of external store at Caenby Properties Limited, Acer House, Northminster Business Park, Hackness Road by Dr Andrew Benet.	The Parish Council has no objections but has concerns about ensuring that the flue emissions meet the appropriate regulations.
Ref: 15/02061/ADV – Display of 6no. internally illuminated signs (revised scheme) at Wills & Ellis Garage, Boroughbridge Road by McDonald's Restaurants Ltd.	The Parish Council objects on the following planning grounds:- <ul style="list-style-type: none">• The play area is inappropriate with traffic flow in a limited site.• There is a clear possibility of an accident occurring with distracted children exiting cars• It is garish and looks like a very ugly blight

	on the landscape
Ref: 15/02089/FUL – Two-storey side and single-storey front and rear extension at 18 Springfield Road by Mrs Nichola Watts.	The Parish Council has no objections but wishes to make the following comments 1. There appears to be a considerable expansion of the original footprint of the property so that the overall extension seems to be greater than 30% 2. The first floor development over garage could impact on the neighbours at No. 20 3. We recommended a site visit.
Ref: 15/02167/TPO – Prune Beech tree protected by Tree Preservation Order 1/1991 at 31 Willow Croft by Mr Mark Smith.	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: 15/01828/FUL – Single-storey rear extension and 8no. rooflights to existing roof at 44 Long Ridge Lane by Mr & Mrs Johnson.
- Ref: 15/01855/TPO – Fell Horse Chestnut tree protected by Tree Preservation Order No.: 1/1970 at 13 Bankside Close by Mr Frank Rowell.
- Ref: 15/01984/TCA – Crown reduce and thin by 20% Lime tree in a Conservation Area at 19 Beech Grove by Mrs May.

(c) There was a discussion about the alterations being made at Elm House, Main Street. Concern was expressed about the spacing between Elm House and Killinbeck next door. It was agreed that should there be any lack of clarity on boundaries in any future planning application the City Council would be asked to arrange a site visit.

15.227 – TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) To consider reports on vandalism

There were no reports.

(b) To receive other reports

It was reported that the street light in Black Dyke Lane is not functioning.

The City Council had written to check exactly where the Parish Council was wanting to have yellow lines painted on the roads.

It was agreed that yellow lines should be painted in the following locations.

- Double yellow lines on both sides of the crossing gates in Station Road
- A single yellow line along the All Saints Church Hall side of Station Road between the hall and the corner of Long Ridge Lane with a non-parking time between 8.00am and 6.30pm
- A single yellow line along Main Street from close to Old Forge Surgery and the entrance to Blairgowrie to create a passing place
- Double yellow lines on the corners of Old School Court to enable residents to exit the Court safely

The Clerk is to advise the City Council of the resolution. **(Action Clerk)**

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

(a) Trees

- i. It was noted that the WI is arranging for the flowering cherry tree to be planted on Chantry Green. The Chairman is to liaise with the WI.
- ii. It was reported that branches from the large sycamore tree in the grounds of Ebor House have fallen on to the pavement and road below. This has been reported to the City Council.

(b) Events

The only event mentioned was the Remembrance Day Service to be held on Sunday 8 November between 10.45am and 11.15am.

(c) Maintenance –

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

The Chairman reported that Graeme Burn, the Parish Council's solicitor, had been working on the case and that the subject was still "work in progress".

- ii. *To consider a report on the installation of bollards outside the White Horse Inn*

The Chairman tabled a leaflet which showed a number of different types of bollard. It was agreed that as the original request had come via Councillor Evans then he would be best placed to speak to the landlord of the White Horse Inn to discuss the type of bollard that he would wish to see installed. **(Action Councillor Evans)**

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

- iii. *To consider a request for a seat to commemorate the late Sue Wright*

The Chairman, following conversations with interested parties, recommended that the Parish Council take no action on this subject and it was so resolved as there are more than an adequate number of benches on the Green.

- iv. It was reported that one of the seats in Chantry Green is in need of repair. **(Action Clerk)**

(d) Allotments

No report.

- (e) It was commented that the advertising placards on the Church fence and All Saints Hall fence seemed to be permanent. Chairman to have a chat with the authorities of both premises. **(Action Chairman)**

- (f) It was reported that the A board on the Green outside the Lord Collingwood and table on asphalt in front of Lord Collingwood were not being removed at the end of the opening hours. **(Action – Chairman to speak to the licensee)**

15.229 – TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Cricket Club

Councillor Robson reported that there is to be a meeting on 22 October when it is hoped that the City Council's new representative, Dan Stanley, will be present.

(b) Poppleton Community Trust

Councillor Brydson had circulated notes of the Trust meeting held on 17 September.

(c) Rural West York Team

No report on this subject.

(d) Councillor Camplin reported on the Adventure Playground meeting he had attended on 26 September. He will be sending out minutes of the meeting in due course.

15.230 – TO RECEIVE A REPORT ON VILLAGE POLICING

The following schedule of incidents in Upper Poppleton had been received from Nige Colley PCSO 5642, Rural West Safer Neighbourhood Policing Team.

4 Sep	Burglary dwelling	Attempt through cat flap.	Nether Way
8 Sep	Burglary other	Shed broken into – nothing taken	Beech Grove

15.231 – TO DISCUSS THE NEW LOCAL PLAN

It was reported that the City Council is having difficulty in agreeing the housing requirement for the city.

15.232 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FROM COUNCILLORS BRYDSON & CRABB

- Councillor Crabb tabled the following report
- We have been able to incorporate the letter from Fiona Long into our submission document to the CYC LPA.
- We have been able to incorporate the plan from Jason Tait and Millers into our submission document.
- We have put the Plan through two Health Checks with Robert Bryan
- We have letters of support for the Neighbourhood Plan from Julian Sturdy MP
- We have now engaged with Locality who are our funding agents for the Neighbourhood Plan as there is an ongoing dispute with the City of York regarding and Strategic Environmental Assessment which they insist we need to do at a cost of between £3,000 — £8,000.
- The city has already done this work on the Former British Sugar Site where we are supporting the development of houses as stated in the letter from CYC during the consultation process in March 2015
- The City has already done an SEA on the Civil Service Ground where we are suggesting that development is delayed till the full impact of 1,100 houses on the Sugar Beet site onto the Boroughbridge Road is measured. Again this is referred to by Sarah Tanburn in the consultation received from CYC.
- We are continuing to work with all the interested parties to develop a Neighbourhood Plan.
- Parish Councillors will attend a Lunch time workshop put on by CYC Engaging Communities. We have encouraged all parishes attempting a Neighbourhood Plan to attend.

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

Following the resignation of Councillor Reilly nothing had been done about the Parish Council’s Twitter account since the September Parish Council meeting. Councillor Camplin said that he would speak to Mrs Reilly with the thought of taking on the responsibility of tweeting. (**Action Councillor Camplin**)

15.234 – TO NOTE ARRANGEMENTS FOR THE REMEMBRANCE DAY SERVICE

The Chairman outlined the arrangements being made for this year's Remembrance Sunday service on the Green. This year a note of the event is to be published in The Press.

15.235 – TO RECEIVE THE CLERK'S REPORT

(a) *Progress on the relocation of the post box at the old Post Office (Min. 15.200)*

The Clerk confirmed that he had written to Royal Mail about moving the post box to the Green but hadn't yet received a reply.

(b) *Progress on the purchase of the phone box on the Green (Min. 15.202)*

The Clerk confirmed that he had registered the Parish Council's wish to buy the phone box with BT.

(c) *Progress on the repainting of the roadside fencing opposite the Poppleton Centre (Min. 15.209)*

The Clerk reported that he had again emailed the City Council to ask if it was going to paint the fence or not and had copied City Councillor Ian Gillies in his email. There had been no reply.

15.236 – TO NOTE CORRESPONDENCE RECEIVED

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

- (a) CYC - Ward Committees - Listening to Residents
- (b) Graham Dixon – PCT, Trust accounts
- (c) Joe Ashton – CYC, Our City - September 2015
- (d) Julian Crabb - Poppleton History Society - more info on funds request
- (e) Julian Sturdy – Two E-Bulletins
- (f) Kay Bailey – CYC, Engaging lunchtimes
- (g) Kay Bailey – CYC, Website information for residents about the ward committee
- (h) Mora Scaife – CYC, Engaging Lunchtimes dates

15.236.02 – 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 17 August 2015

15.237 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
13 Oct	Adventure Playground	Poppleton Centre/ 7.30pm	Camplin
14 Oct	Neighbourhood Plan	Midway Avenue/	Brydson, Crabb, Langford
20 Oct	Rural West York Ward Committee	Poppleton Centre/ 6.30pm	All
21 Oct	Neighbourhood Plan	Midway Avenue/	Brydson, Crabb, Langford
22 Oct	Cricket	Poppleton Centre/ 7.30pm	Robson
29 Oct	Poppleton Community Trust Exec	Poppleton Centre/ 7.30pm	Brydson
7 Nov	Neighbourhood Plan	Midway Avenue/	Brydson, Crabb, Langford
1 Dec	Adventure Playground	Poppleton Centre/ 7.30pm	Camplin

15.238 - TO CONSIDER MINOR MATTERS

It was agreed that grant applicants be asked to complete a detailed questionnaire in future rather than send a letter requesting funds.

15.239 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

The future of poppleton.net, arranging for a TPO on the Canadian red oak at the entrance to School Lane.

15.240 - TO AGREE THE DATE OF NEXT MEETING

The date of the next meeting was agreed as Monday 9 November 2015 at 7.00pm.

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

CHAIRMAN

DATE.....2015

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