

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE BOWLS PAVILION, POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.30 PM ON MONDAY 13 APRIL 2015

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson,

Councillor Graham Buckle

Councillor John Camplin

Councillor Vivien Crabb

Councillor Roper Langford

City Councillor Chris Steward

Five members of the public

Mr James Mackman (Clerk)

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

None

15.076 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Councillors Nigel Evans, Fiona Reilly and Rachel Watters.

15.077 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 MARCH 2015

The minutes of the meeting held on 9 March 2015, having been circulated and read, were accepted and signed as a true record.

15.078 - PUBLIC PARTICIPATION

None.

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

City Councillor Chris Steward said that he nothing to report but would be happy to answer questions during the meeting.

15.080 – TO DISCUSS PROGRESS ON:-

(a) Cricket club

Councillor Robson reported that a constitution has been drawn up. This will enable officers to be appointed and a bank account opened. Askham Bryan College and Yorkshire County Cricket Club have pledged their support. There is to be a general public meeting in June or early July to launch the project.

(b) Adventure playground

Councillor Camplin reported that a constitution has been agreed. A date is being set for a General Meeting when officers will be appointed. The size of the site has yet to be agreed. The ultimate responsibility for the ground and the equipment has yet to be agreed.

15.081 – TO RECEIVE A PROGRESS REPORT ON THE LOCAL PLAN FROM COUNCILLORS BRYDSON AND CRABB

Councillor Brydson said that no progress will be made on the Local Plan until after the City Council elections on 7 May.

15.082 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FROM COUNCILLORS BRYDSON AND CRABB

Councillor Brydson reported the following:-

1. Pre-submission consultation completed. 97 emails sent to statutory bodies, local clubs, councillors and interested parties; 44 replies from villagers, 10 replies from statutory bodies, 3 replies for builders
2. Consultation documentation completed absorbing new comments. Copy submitted to CYC for comment.
3. Final Draft of policies with amendments and clarification circulated to Plan Committee
4. Contacted Locality for further funding for the next stages
5. Contacted Locality for suggestions of personnel to complete a Health Check on the plan before submitting to CYC
6. Arranged display at Sports Day in May with a banner.
7. Strategic Environmental Assessment, Screening Option details to Tom Woof for clarification
8. Basic Conditions Statement completed just needs to be adjusted in the light of the wording of the Policies.
9. Weekly meetings in diary for April and May.

15.083 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL'S TWITTER ACCOUNT

Councillor Reilly was absent but it was noted that the number of followers has increased to 90.

15.084 – TO RECEIVE AN UPDATE THE PARISH COUNCIL'S NEW WEBSITE

It was noted that the new website is now live and can be found at www.upperpoppletonpc.org.uk There is still much work to be done on the website. It was agreed that each Councillor be given the necessary password to enable them to amend the site as appropriate.

The Clerk reported that it would cost £13.50 per annum for each Councillor who had a parish council-related email address. It was agreed to defer a decision on this subject until after the election on 7 May.

15.085 – TO RECEIVE A REPORT ON THE PRODUCTION OF THE SPRING NEWSLETTER

Councillor Robson reported that there would be a delay in the production of the Newsletter. He had spent much time since the last meeting on work related to the Yorkshire in Bloom competition and also in light of the above (15.084) re contact e-mail addresses it would be prudent to issue a spring newsletter as soon as possible after the election to identify the new parish council with up to date contacts.

15.086 - TO RECEIVE A REPORT ON THIS YEAR'S YORKSHIRE IN BLOOM COMPETITION

Councillor Robson reported that

- All the tubs around the village had been creosoted.
- The judges visited the village on the 9th of April. They were accompanied by Mike Walker, Councillor Robson and the Clerk. They inspected a number of sites round the village and were met by a representative at each site. The judges seemed favourably impressed on this first visit. The second visit would be on 16 July at 10.00am.

15.087 – TO RECEIVE AN UPDATE ON THE FORTHCOMING PARISH COUNCIL ELECTIONS ON 7 MAY 2015

It was noted that six of the current Councillors had submitted nomination papers. Two more had indicated that they would be willing to be co-opted on the new Parish Council. That would leave one vacancy. Councillors are to think about who they could co-opt to fill the vacancy. **(Action Councillors)**

15.088 – TO RECEIVE THE PLANNING COMMITTEE REPORT

(a) To consider Planning Application

The Clerk had circulated a detailed list of current outstanding planning applications including the application received since the March 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: 15/00335/ADV – Display of 34no. various other signage including 1no. gateway, 9no. freestanding, 1no. side by side directional, 21no. dot signs and 2no. banners at Wills & Ellis Garage, Boroughbridge Road by McDonald's Restaurants Ltd.	No response was made.
Ref: 15/00336/ADV – Display of 7no. internally illuminated signs at Wills & Ellis Garage, Boroughbridge Road by McDonald's Restaurants Ltd.	The Parish Council objects on the following grounds 1. Excessive signage : number and size more than needed for identification by prospective customers or delivery vehicles 2. Duplicated signage increases light pollution which impacts on local residents.
Ref: 15/00547/FUL – Single-storey side extension attaching the main house to existing detached garage at Burlands Farm, Burlands Lane by Mr Tim Dean.	No objections
Ref: 15/00560/FUL – Single-storey side extensions and dormer and roof lights to side at Lime Tree House, Main Street by Mrs Dinka Knezevic-Sharp	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 14/02877/FUL – Variation of condition 6 of permitted application 14/01943/FUL to allow 24 hour opening of restaurant and alter hours of deliveries at Wills & Ellis Garage, Boroughbridge Road by Skelwith Group.
- Ref: 15/00016/FUL – Installation of roof mounted solar panels at Pavers Ltd, Kinloch House, Northminster Business Park by Mr Jim Young.

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

(a) To consider reports on vandalism

Trevor Parker reported that someone was metal detecting in his fields.

(b) To receive other reports

It was reported that more rubbish has been dumped in Ousemoor Lane. It was noted that the City Council has a website where incidences of litter can be reported and Councillor Langford reported that he had contacted this website and it seemed to produce effective results.

15.090 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS AND ALLOTMENTS

(a) Trees

It was reported that two branches high in the tree opposite the White Horse Inn have come away and are resting on other branches. It is likely that these branches would fall in a strong wind. To prevent this event it was agreed to accept a quotation of £60 from Rylands Horticulture for removing the two branches. **(Action Clerk)**

(b) Events including a request by the Children’s Sports Day Committee (25th May)

Permission was given to the Children’s Sports Day Committee to hold their event on Monday 25 May.

(c) Maintenance including the installation of bollards on the pavement in front of the White Horse Inn.

After discussion on this subject it was agreed that Councillors should visit the site to see if there is sufficient room to install bollards and still give access to wheelchairs and buggies. **(Action Councillors)**

(d) To receive a report on the registration of ownership of the land between the Manse and Old Forge Surgery

The Clerk has copied relevant documents from the Land Registry website for selected residents to complete their statements of truth. **(Action Clerk)**

(e) Whether permission to put tables on the Green in front of the Lord Collingwood was to a specific individual or the licensee

It was noted that the licensee of the Lord Collingwood will be leaving in the not too distant future and that the brewery are advertising the forthcoming vacancy. The advert states that there is permission for a new licensee to put tables on the Green. Before a decision is made as to the future of tables on the Green the Councillors are to consider the wording of the advertisement. Discussion was therefore deferred until the May Parish Council meeting. **(Action Councillors)**

(f) Allotments

The Clerk reported that one more person has been added to the waiting list. Currently there are five names on the list. All but two of the allotment holders have paid their rent for 2015-16.

15.091 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS

No reports.

15.092 – 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.

5 Mar	Burglary other	Attempt on garage.	Long Ridge Lane
6 Mar	Theft	Tap taken outside dwelling	Main Street

8 Mar	Burglary other	Shed entered, nothing taken	Main Street
10 Mar	Theft	Cycle taken	A59
16 Mar	Criminal Damage	2 cars damaged	Westfield Close
25 Mar	Theft	Turf taken	Northfield Lane

PCSO Colley reported that figures for Rural West York show an overall decrease of 20% against last year.

15.093 -TO RECEIVE THE CLERK'S REPORT

(a) *Progress on the implementation of lines on the roads (Min. 15.068a)*

It was reported that the City Council had written to say that the implementation of the plan to have yellow lines on the road could take up to a year because of the need to follow the correct legal process and minimise the cost of legal fees associated with it. It was agreed that a letter be sent asking if it would be possible to speed up the process. **(Action Clerk)**

(b) *Progress on the request to resurface Long Ridge Lane (Min. 15.068b)*

The Clerk reported having written to his contact on the City Council only to be informed that the man no longer worked for the Council. He is endeavouring to contact the person who would now be able to make a decision on the subject. **(Action Clerk)**

(c) *On the litter pick held on 7 March (Min. 15.068c)*

The Chairman reported that seven people had taken part in the litter pick. Hodgson Lane, the A59 from Hodgson Lane to Black Dyke Lane and Black Dyke Lane had been cleared of litter. All the bags were taken back to the car park adjacent to the Lord Collingwood from where they were collected by the City Council.

(d) *Progress on the request for a seat on the verge of the narrow section of Westfield Lane. (Min. 15.068e)*

Trevor Parker who was present at the meeting indicated that he would not be willing to put a seat in the verge in Westfield Lane. It was agreed to delete this item from future agendas.

(e) *Progress on the straightening of the Chantry Green sign (Min. 15.064b)*

The work has yet to be done.

(f) *Progress on securing the Lime Garth pump (Min. 15.065 cii)*

The work has yet to be done.

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

15.094 - 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 April 2015. The reports reflected the receipts and payments below. The bank balances at 13 April were:

Current Account	£500.00
Business Money Manager Account	£22,978.27

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

1637	Jim Ferguson	Mole removal	£60.00
1638	Poppleton Community Trust	Room hire March	£20.70
1639	YLCA	Annual subscription	£499.00
1640	Information Commissioner	Annual registration fee	£35.00

1641	James Mackman	Salary – April	£474.14
1642	Post Office Ltd	Tax – April	118.40
1644	James Mackman	Clerk’s expenses	£17.70

(c) *To receive a report on income received*
Allotment holders Annual rents £165.00

(d) *To agree to subscribe to the YLCA for 2015-16 - £499.00*

It was agreed to subscribe to the YLCA for 2015-16.

(e) *To formalise the decision to award a grant to the Poppleton Children’s Sports Day Committee (PCSDC) (£300)*

The £300 provided for the PCSDC in this year’s budget was confirmed and it was further agreed that payment should be made immediately. (**Action Clerk**)

(f) *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.

(g) *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.

15.095 – TO NOTE CORRESPONDENCE RECEIVED

15.095.01 – The Clerk referred to the following items of correspondence

- (a) Ainsty (2008) Internal Drainage Board - Electors Rights notice to be put on the notice boards
- (b) Julian Crabb – A letter giving notice of the Poppleton History Society’s intention to publish a book about the men whose name appear on the War Memorials in the village
- (c) Julian Sturdy - Surgeries notices which have been put on the notice boards
- (d) Poppleton Community Trust - Thank you for grant letter

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

- (a) Came & Co - Council Matters Newsletter
- (b) David Winpenny - St Leonard Hospice 30th Anniversary - York Minster
- (c) Julian Sturdy - Two E-Bulletins
- (d) North Yorkshire Police - Community grants details
- (e) National Plant Monitoring Scheme - Details of scheme
- (f) YLCA - White Rose Update - March 2015

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

- (a) Nether Poppleton Parish Council - Minutes of 16 February 2015
- (b) Post Office - Proposed Post Office move from Main Street to Allerton Drive – consultation letter received.

15.096 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
5 May	Adventure Playground	Poppleton Centre/ 7.00pm	Camplin
12 May	Cricket Club	Poppleton Centre/ 7.00pm	Robson, Clerk
12 May	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson
TBA	PYAG	15 Bankside Close/ 8.00pm	Camplin

15.097 - TO CONSIDER MINOR MATTERS

It was noted that the Slimming signs are again to be found on the fence in front of All Saints Church Hall. It was agreed that the Clerk should write to Harold Pickup to ask him to arrange for the signs to be removed. **(Action Clerk)**

15.098 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

- (a) Co-option of new Councillors
- (b) Replacement tree in Chantry Green
- (c) New bank mandate.

15.099 - TO AGREE THE DATE OF THE NEXT MEETING

The Chairman explained that after an election newly elected Councillors cannot take office until four days after the count. This would mean that the Parish Council could not be held on the second Monday of May. It was agreed that the next meeting would be held on **Thursday** 14 May 2015 at 7.00pm.

As this was the final meeting of this term of office, the Chairman thanked all the Councillors for their help, work and diligence over the last four years, especially as during the last two years there had been a very heavy workload particularly relating to the local and neighbourhood plans. In addition, the Chairman also thanked the Clerk for his attention to the details, paperwork and finances of the council.

There being no other business the Chairman closed the meeting at 9.42pm.

CHAIRMAN

DATE.....2015