

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 8 JUNE 2015

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson,

Councillor Graham Buckle

Councillor John Camplin

Councillor Vivien Crabb

Councillor Nigel Evans

Councillor Roper Langford

Councillor Fiona Reilly

City Councillor Ian Gillies

Mr James Mackman (Clerk)

15.130 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No name was put forward. It was noted that three residents have shown interest in being co-opted.

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

None.

15.132 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

15.133 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 MAY 2015

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

15.134 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies reported that following the elections on 7 May the Conservatives and Lib-Dems have formed a joint administration to run the City of York Council. Conservative Councillor Chris Steward is the Council Leader and Lib-Dem Councillor Keith Aspden is the Deputy Leader. The new Executive is made up of four Conservatives and four Lib-Dems. Councillor Gillies has the Transport and Planning portfolios. The Officers are looking at the Local Plan.

15.136 – TO RECEIVE A REPORT ON PLANS FOR THIS YEAR'S YORKSHIRE IN BLOOM COMPETITION

Councillor Robson said that £600 worth of plants had been bought and planted in the tubs around the village. He had painted the white gates on Hodgson Lane where the 30mph signs are located.

The pupils at the School are again tending allotments and excellent work is still progressing on the School pond.

15.137 – TO DISCUSS THE NEW LOCAL PLAN

Councillor Robson said that at the recent YLCA meeting it had been reported that the City Council is reassessing the housing needs of the city. They are proposing to concentrate on brownfield sites. The process is to be led by elected Councillors, not appointed Officers.

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

Councillor Brydson reported the following summary of work on the Neighbourhood Plan by the working group to date.

- An exhibition of the plans, policies, aims and vision statement was held on Sports Day, 25 May 2015.
- Over 200 signatures were collected supporting the plan v 9 map v 15
- Meeting held at the West Offices with the Planning Officers. We were supported by City Councillor Chris Steward.
- Final version of the plan now on www.plan4poppleton.co.uk website
- Appointed a Health Check with Robert Bryan from Sheffield, a town planner who has examined four Neighbourhood Plans. This selection was on the advice of the city planners to ensure that the plan meets with all the statutory requirements prior to them putting it on their website for final consultation period of six weeks from presentation to them.
- Health Inspection confirmed for week commencing 22 June 2015.
- Presentation date expected to be late June, very early July.
- Grant funding of £7,000 received and confirmed in the bank on Thursday 4 June 2015.
- VAT reclaimed on the previous grant by Parish Clerk.
- Spend agreed with the committee, broken into parish funds, Locality funds and VAT received back.
- Four copies of plan photocopied, one for the city, one for the web design team, and one for each Parish Council
- Consultant due to complete the Basic Conditions Statement by Friday 12 June 2015
- SEA to be worked through with the city planner consultation due during week commencing 8 June 2015.
- Contact made with Rapley re E1
- Contact made with Poppleton Wyevale Garden Centre re E2
- Support from Manor and Millers re former Civil Service and agricultural land.
- Support requested from Julian Sturdy, MP for the plan.

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

Councillor Reilly reported that there are now 99 followers and that she has been tweeting regularly including notice of this evening's meeting.

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

The Clerk reported that the new website has all current information on it. Older information will be transferred from the old website which will then be closed down. No new information is being put on the old website. The Councillors agreed that they would adopt email aliases i.e. that each would have an upperpoppletonpc.org.uk email address. The Clerk is to enable this. (Action Clerk)

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

Councillor Robson reported that the Newsletter should be ready for distribution by 20 June.

15.142 – TO ADOPT THE NEW RECORDING OF MEETINGS GUIDANCE POLICY

The YLCA had provided an amended version of the guidance policy on the recording of meetings. It was agreed that the policy be adopted and incorporated into the Parish Council’s Standing Orders.

15.143 - 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 May Parish Council meeting. The Councillors considered the Planning Committee’s response to 15/00621/FUL and agreed to amend it to the wording shown below.

Details of Planning Application	Comments
<p>Ref: 15/00621/FUL – Erection of 1 No. single-storey dwelling at 81 Station Road by Riley Developments.</p>	<p>The Parish Council objects on the following planning grounds</p> <ol style="list-style-type: none"> 1. The proposal represents inappropriate back-land development within the garden of an existing Edwardian semi-detached house and would come into close proximity with the gardens of adjacent properties on both sides and be overlooked by these properties. 2. The proposed development does not conform to the Guidelines of the Village Design Statement or the Neighbourhood Plan for Poppleton , namely that: <p style="margin-left: 20px;">"Any new development should be in keeping with both the surrounding properties and the countryside and should give priority to landscape design."</p> <p style="margin-left: 20px;">“The application contravenes policy no. PNP11 in the emerging Poppleton Neighbourhood plan.”</p> <p style="margin-left: 20px;">“It is within the green belt protected area.”</p> <p style="margin-left: 20px;">“The size and scale of new buildings and extensions should harmonise with neighbouring properties and spaces "</p> 3. The proposed access is by shared driveway passing close to existing property (81 Station Rd) 4. Station Road is busy and congested at all times and is on a 'bus route. Additional vehicular access and exit should not be created.

(b) To note Local Authority Planning Decisions

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

- Ref: 15/00779/FUL – Single-storey rear extension and erection of detached garage (revised scheme) at Toft Garth, Main Street by Mr Lawrence Philip Bean.

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

(a) To consider reports on vandalism

There were no reports of vandalism.

(b) To receive other reports including Black Dyke Lane access

The City Council had written to ask the Parish Council's opinion on restricted vehicular access to Black Dyke Lane. It was agreed that no action would be taken at the present time but that the Parish Council will keep the subject under review.

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

(a) Trees including a replacement tree for the felled tree in Chantry Green

It was reported that the Poppleton WI have asked if they can pay for the flowering Cherry tree for Chantry Green to commemorate the 100th anniversary of the founding of the Women's Institute. The Councillors gratefully accepted the offer. **(Action Clerk)**

(b) Events

It was noted that the Children's Sports Day had been a great success.

(c) Maintenance –

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

Councillor Robson said that he had been considering the Land Registry's "Statement of Truth" form and found it difficult to complete. The Councillors agreed that a meeting with the Parish Council's solicitor, Graeme Burn, should be arranged so that help with the completion of the process of registering ownership can be progressed. **(Action Clerk & Councillor Robson)**

ii. To consider a report on parking and the installation of bollards outside the White Horse Inn

The Clerk reported that the City Council's Traffic Network Manager is to visit Poppleton in the near future and will specifically look at the area outside the White Horse Inn and make recommendations as to how the parking situation can be better managed.

iii. It was noted that there has now been a change of licensee at the Lord Collingwood. The Clerk had written to Marstons to tell them to advise the new tenants that they would have to apply to the Parish Council for permission to put tables on the Green. No request for permission had been received but the tables are still put out on the Green every day. The Clerk was asked to write to the new licensee to let him know that the tables should not be put out until he has applied for and received permission from the Parish Council. **(Action Clerk)**

iv. It was noted that the "Slimming World" poster is again being displayed on the railings outside the All Saints Church Hall on days when there is no meeting. The Clerk was directed to write to Mr Pickup to ask that the poster be removed. **(Action Clerk)**

(d) Allotments

No report.

15.146 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

- (a) Councillor Camplin reported on
- i. the success of the Children's Sports Day
 - ii. the Adventure Playground Committee's meeting held on 2 June
- (b) Councillor Robson mentioned the forthcoming Cricket Club meeting

15.147 - 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.

20 May	Burglary	Jewellery and money taken.	Main Street
23 May	Violence	Assault – one arrest	The Green

PCSO Colley reported that there is not enough data at present to do a comparison year against year.

15.148 - TO RECEIVE THE CLERK'S REPORT

- (a) *Progress on the request to resurface Long Ridge Lane (Min. 15.093b)*

The Clerk reported the following response from the City Council.

“Long Ridge Lane is on this year's surfacing programme, so it won't just be 'patched'. The recommended treatment for Long Ridge Lane is called Micro-asphalt, which is a slurry seal that is applied on top of the existing carriageway surface. This process extends the life of the pavement in cases where the surface has not yet deteriorated sufficiently to require planing out the old surface and then relaying a new surface. This process is designed to seal the existing pavement and prevent water ingress. If this is not done, then further water ingress would damage the surface, leading to a more expensive structural repair. The Micro-asphalt treatment recommended for Long Ridge Lane is currently scheduled to take place in September 2015.”

The Councillors welcomed progress on the subject.

- (b) *Progress on removing branches from the White Horse tree (Min. 15.123d)*

It was noted that the branches have been removed.

- (c) *Progress on the repainting of the roadside fencing opposite the Poppleton Centre (Min. 15.119c)*

The Clerk reported having contacted the City Council's Highways Department and was waiting for a response.

15.149 - 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 8 June 2015. The reports reflected the receipts and payments below. The bank balances at 8 June were:

Current Account	£500.00
Business Money Manager Account	£31,301.35

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

1653	Ryland Horticulture	Removing loose branches	£60.00
1654	Yorkshire Water	Allotment water	£5.50
1655	YLCA	Two training courses	£90.00
1655	James Mackman	Salary – June	£474.14

1656	Post Office Ltd	Tax – June	118.40
1657	James Mackman	Clerk’s expenses	£33.53

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

Allotment holder	Annual rents	£15.00
HSBC	Bank interest	£3.25

(d) *To consider releasing the 2015-16 grant to the following*

- i. All Saints Church for grass cutting - £400
- ii. Millennium Green Trust - £800
- iii. Poppleton Community Railway Nursery - £300
- iv. Poppleton Under Fives - £500
- v. Poppleton Youth Club - £1,000

It was agreed that all the above mentioned grants should now be paid. **(Action Clerk)**

15.150 – TO NOTE CORRESPONDENCE RECEIVED

15.150.01 – The Clerk referred to the following items of correspondence

- (a) Came & Co - Insurance renewal documents
- (b) A letter from the City Council asking for the Parish Council’s opinion on directional signage to the Post Office when it is relocated. The Councillors agreed that signage should be kept to a minimum and rejected the idea of signage to the Post Office. **(Action Clerk)**

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

- (a) CYC - I-Travel York letter
- (b) Rural Action Yorkshire - RAY News 24 - May eBulletin
- (c) Inspector Lee Pointon - Invitation to crime prevention event 6 July

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

- (a) Nether Poppleton Parish Council - Minutes of 20 April 2015

15.151 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
10 Jun	Plan4Poppleton	32 Midway Avenue/ 10.00am	Brydson, Crabb, Langford
17 Jun	Poppleton Community Trust AGM	Poppleton Centre/ 7.00pm	All
18 Jun	Plan4Poppleton	Russett House/ 1.30pm	Brydson, Crabb, Langford
19-20 Jun	Poppleton Beer Festival	Football Pavilion, Millfield Lane	All
24 Jun	Poppleton Community Trust Exec	Poppleton Centre/ 7.30pm	Brydson
25 Jun	Cricket Club	Poppleton Centre/ 7.00pm	Robson, Clerk
29 Jun	Rural West York Team	Askham Richard Village Hall/ 6.30pm	Robson
16 Jul	Cricket Club public meeting	Poppleton Centre/ 7.00pm	All
TBA	PYAG	15 Bankside Close/ 8.00pm	Camplin

15.152 - TO CONSIDER MINOR MATTERS

It was noted that the vegetation around the Upper Poppleton sign at the A59 entrance to Station Road is getting long. It was agreed that our contractor be asked to cut it back. (**Action Clerk**)

15.153 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

None.

15.154 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 13 JULY 2015

The date of the next meeting was agreed as Monday 13 July 2015 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.32pm.

CHAIRMAN

DATE.....2015

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG

Tel: 01904 399277

-

email jmackman3@gmail.com