

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 9 NOVEMBER 2015

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson

Councillor John Camplin

Councillor Vivien Crabb

Councillor Nigel Evans

Councillor Roper Langford

Mr James Mackman (Clerk)

15.241 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No name was put forward for consideration.

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

None.

15.243 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and reasons approved from Councillors Graham Buckle and John Pannell. Apologies for absence were also received from City Councillor Ian Gillies.

15.244 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 OCTOBER 2015

The minutes of the meeting held on 12 October 2015, having been circulated and read, were accepted and signed as a true record.

15.245 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies was absent so there was no report.

15.247 – TO CONSIDER THE FUTURE OF POPPLETON.NET

The Clerk tabled a report showing that of the 21 organisations listed on the poppleton.net website only ten appear to be keeping their websites current. Given that the poppleton.net domain name expires mid-2016 it was agreed that the Clerk should contact the ten organisations and advise them that they will have to make their own arrangements should they wish to continue to have a website after the domain name expires. **(Action Clerk)**

15.248 – TO CONSIDER REQUESTING A TPO FOR THE CANADIAN RED OAK AT THE JUNCTION OF SCHOOL LANE AND MAIN STREET

It was agreed that the City Council be asked to apply for a Tree Preservation Order to this tree. **(Action Clerk)**

15.249 – TO AGREE TO THE CLERK’S ATTENDANCE AT AN ACCOUNTS AND FINANCE COURSE AT WAKEFIELD ON 27 NOVEMBER

It was agreed that the Clerk should attend this course at a cost of £115 plus travelling expenses.

15.250 - PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications including the application received since the October 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: 15/02156/FUL – Single-storey and rear extensions at 42 Dikelands Lane by Mr & Mrs Rodwell.	No objections
Ref: 15/02245/FUL - Single-storey side and rear extension at Watendlath, Dikelands Lane by Mr Peter Smith.	The Parish Council has no objections but has concerns about what space remains between the extension and the property next door
Ref: 15/02316/FUL – Redecoration of existing door frames, replacement of three AC condenser units with new refrigeration plant and associated acoustic screening, and installation of new refrigeration plant unit to rear yard (retrospective) at Cooperative Retail Services Ltd, The Green by The Co-operative Group.	No objections
Ref: 15/02402/TPO – Crown clean and reduce by 25% Beech tree protected by Tree Preservation Order No: CYC241 at 2 Beech Grove by Mrs Abigail Brooks.	No objections
Ref: 15/02403/TCA – Fell Hawthorn and Cherry trees in a Conservation Area at 2 Beech Grove by Mrs Abigail Brooks.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 15/00833/FUL – Single-storey side extension to link dwelling to garage at 1 Ebor Close, Dikelands Lane by Mr C Lawrence.
- Ref: 15/01756/FUL – Two-storey rear and single-storey rear and side extensions at 12 Beech Grove by Mr Nathaniel Elcock.
- 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 Benett.
- Ref: 15/01950/FUL – Single-storey side extension including an increase in height of existing side projection following the demolition of existing conservatory at New Manor, The Green by Mr & Mrs Thomas-Peter.

- Ref: 15/01959/FUL – Single-storey front and side extension at 1A Allerton Drive by Mr & Mrs Campbell.
- Ref: 15/01960/FUL – First floor side extension including additional two-storey projection to rear, single-storey rear extension and single-storey front roof extension at 12 Pear Tree Avenue by Mr & Mrs Hodder.

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

(a) To consider reports on vandalism

There were no reports.

(b) To receive other reports –

- The Chairman reported that he spoken to the All Saints Parish Hall management about the removal of the large Weight Watchers advertisements on the fencing. He had been assured that they would be removed. He had also had a discussion with the Church regarding large red “Alpha Course” advertising poster on the churchyard wall. It had been agreed that this would be removed eventually.

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

(a) Trees

The replacement flowering cherry tree (to commemorate the WI Centenary) is to be planted on Chantry Green under the auspices of the WI in late November.

(b) Events

None.

(c) Maintenance –

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

The Clerk reported that Graeme Burn, the Parish Council’s solicitor, had requested evidence that the Parish Council had agreed to the resurfacing of the land. The Clerk is to supply Mr Burn with the paperwork. **(Action Clerk)**

It was noted that a Parish Council minute from 1922 appeared to confirm the Parish Council’s ownership of the land.

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

Councillor Evans reported having shown the licensee of the White Horse Inn a catalogue of various bollards made of plastic of similar design to the bollards outside the Co-op. These are safer if hit and more easily replaced. The licensee was happy with the proposed bollards. The Clerk was asked to speak to the City Council and ask for permission to have the bollards installed and obtain a quotation for the City Council to carry out the work. **(Action Clerk)**

(d) Allotments

No report.

15.253 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS

(a) Cricket Club

Councillor Robson reported on the meeting held on 28 October. It is hoped that cricket could be played on the new field in 2017. A further meeting of the Cricket Club Group is planned before the end of this year

(b) Poppleton Community Trust

Councillor Brydson had been unable to attend the meeting on 29 October but had just received the minutes which she would give to the Clerk to circulate.

(c) Rural West York Team

Councillor Crabb reported on the Ward Team meeting held on 26 October.

(d) Adventure Playground

Councillor Camplin gave an update on the progress on this subject.

(e) Councillor Brydson reported on the YLCA planning conference that she and Councillor Crabb had attended on 7 November.

15.254 – TO RECEIVE A REPORT ON VILLAGE POLICING

It was noted that no incidents in Upper Poppleton had been reported to the police for the month of October.

15.255 – TO DISCUSS THE NEW LOCAL PLAN

It was reported that the City Council has still not agreed the baseline housing requirement but there was hope that a Local Plan would be available for consultation in March 2017.

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

Councillor Brydson tabled the following report

Background

On 16 September we met with the City Council. Since then we have managed to arrange a follow up meeting now due to take place on Tuesday 17 November.

Since the last report the committee have put together a 73 page Scoping Document in preparation to distribute to the Statutory Bodies once the City have approved it. We are hoping that we can confirm their support for this at the meeting on 17 November.

The Scoping report has been for a health check/ mini inspection by Alex White an expert on Strategic Environmental Assessments who is satisfied that it complies with the requirements.

This additional work has been required because at our last meeting with the CYC they appear to have instructed Historic England to insist on an SEA for all Neighbourhood Plans in York. The Scoping document is the preparation for this work. It then has to go out for consultation for 5 weeks. A report is then prepared from this work which involves an analysis of all the policies in relation to the scoping document objectives which could be around a 200 page document potentially when completed and will cost. We have obtained funding for this work from Locality.

This, as we learned at the Planning Conference held on Saturday 7 November 2015, is a most unusual situation because in all other areas of the country Neighbourhood Plan are given only a cursory scan by Historic England, Environmental Agency, Natural England, and Countryside Alliance. York's Historic England request is therefore an exception.

In the Neighbourhood Plan we are not proposing any additional land for development. The brownfield site proposed as a priority is still the City Councils key objective in this area and we believe a priority in the emerging Local Plan. We were given an approximate timescale for the development of the scoping document, and subsequent Environmental Report that will be require of between 18 – 36 weeks to get to inspection (final stage) and were informed by the city that this is unrealistic.

Key development

- Scoping plan produced
- All documents have been uploaded to the website so are available at present to read.

- An article relating to the need to backtrack has been placed in Centrepiece due for distribution on 1 December which should coincide with the five week consultation period.
- Alex White has agreed to assist with the writing of the environmental report.
- Funding has been accessed from Locality to assist with this extra work.
- Julian Sturdy is going to have a meeting with Martin Grainger on our behalf to discuss what issues preventing the plan going to inspections. There are to be continued delays in progressing the Neighbourhood Plan which has already had two mini-inspections. Julian Sturdy has been given a hard copy of all documents relating to the Neighbourhood Plan.
- Five unreturned phone calls have been made to the Planning Department by the committee.

Next Steps

Share our work with all the parishes around the City.

Neighbourhood Plan Committee November 2015

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

There was no report on this subject. Councillor Camplin is to follow up this subject with Fiona Reilly. **(Action Councillor Camplin)**

15.258 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 9 November 2015. The report reflected the receipts and payments below. The bank balances at 9 November were:-

Current Account	£500.00
Business Money Manager Account	£30,805.36

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

1686	Poppleton Community Trust	Room hire – October	£21.40
1687	James Mackman	Salary – November	£473.94
1688	Post Office Ltd	Tax – November	£118.60
1689	James Mackman	Expenses	£45.10
1690	YLCA	Planning course x 2	£230.00
1691	Linda Cariss	Internal audit fee	£80.00

(c) To receive a report on income received

None

(d) To note the draft budget for 2016-17

The Clerk said that he had not yet finalised the draft budget but would send it to all Councillors within the next week. **(Action Clerk)**

(e) To receive the Yorkshire in Bloom accounts for 2015

The Clerk tabled the Yorkshire in Bloom accounts supplied by Mr Walker. He said that he was in the process of claiming back the VAT on the relevant purchases and would provide a revised set of accounts in due course. **(Action Clerk)**

15.259 – TO RECEIVE THE CLERK’S REPORT

(a) Progress on the relocation of the post box at the old Post Office (Min. 15.235a)

The Clerk reported that Royal Mail had replied to his letter and said that the Post Office funded the old post box.

The Chairman reported having written to the Post Office to ask for a post box to be located on the Green. He also reported that Julian Sturdy MP had also written to The Post Office as had City Councillor Ian Gillies.

(b) Progress on the purchase of the phone box on the Green (Min. 15.235b)

The Clerk reported that BT are in the process of consulting with the City of York Council and will report back at later date.

(c) Progress on the repainting of the roadside fencing opposite the Poppleton Centre (Min. 15.235c)

It was reported that the City Council has said that it will not be painting the fence. It was agreed that the clerk should ask Ken Falkingham to quote for the work. **(Action Clerk)**

(d) Progress on repairs to Chantry Green seat (Min. 15.228(c iv))

The Clerk reported that whilst the damage may look superficial he thought that the seat would have to be taken apart in order to facilitate the repair. As such he had not authorised the repair but was asking for guidance. It was agreed that Ken Falkingham be asked to repair the seat and the Clerk was authorised to spend up to a fixed amount for the repair. **(Action Clerk)**

15.260 – TO NOTE CORRESPONDENCE RECEIVED

15.260.01 – The Clerk referred to the following items of correspondence

- (a) Adam Rice - Small aircraft query
- (b) Came & Co - Quote for Guild hut insurance
- (c) CYC - Marking allotment tools
- (d) Jerry Rendell - Offer of H L Oakley book
- (e) YLCA - HSBC questionnaire reply

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

- (a) Dr Pauline Couper - Notice of students in the village undertaking a survey
- (b) Julian Sturdy – Two E-Bulletins
- (c) Kay Bailey – CYC - Rural West Ward Team meeting - 26 October
- (d) Kay Bailey – CYC - Sports & Active Leisure Grants
- (e) Ruth Potter – NHS - Dial and Ride Service availability

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

- (a) Clerk & Councils Direct - November 2015, Issue 102
- (b) Nether Poppleton Parish Council - Minutes of 21 September

It was agreed that the future minutes of Nether Poppleton Parish Council meetings should be emailed to Councillors as soon as they are available and not be put in the correspondence pack.

15.261 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
17 Nov	Neighbourhood Plan	West Offices/ 10.00am	Brydson, Crabb, Langford
18 Nov	Neighbourhood Plan	Midway Avenue/ 1.30pm	Brydson, Crabb, Langford
1 Dec	Adventure Playground	Poppleton Centre/ 7.30pm	Camplin
8 Dec	Poppleton Community Trust Exec	Poppleton Centre/ 7.30pm	Brydson

15.262 - TO CONSIDER MINOR MATTERS

The Clerk reported that the City Council had agreed to give the Parish Council the Section 106 money for the Adventure Playground. This has not yet been received and the Clerk is to chase this up. **(Action Clerk)**

It was noted that this year's Ward Funding is open to Parish Councils. It was agreed that the Clerk should apply for £500 for crocuses and £500 as a contribution to this year's Yorkshire in Bloom expenses. **(Action Clerk)**

15.263 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

- (a) The purchase of bollards for the pavement in front of the White Horse Inn.
- (b) The installation of a light standard in Main Street, opposite Blairgowrie.

15.264 - TO AGREE THE DATE OF NEXT MEETING

The date of the next meeting was agreed as Monday 11 January 2016 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.45pm.

CHAIRMAN

DATE.....2016

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
Tel: 01904 399277 - email jmackman3@gmail.com