

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 9 FEBRUARY 2015

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson

City Councillor Ian Gillies

Councillor Vivien Crabb

Councillor Nigel Evans

Three members of the public

Councillor Roper Langford

Councillor Fiona Reilly

Mr James Mackman (Clerk)

Councillor Rachel Watters

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

None

15.026 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Councillors Graham Buckle and John Camplin.

15.027 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 JANUARY 2015

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

15.028 - PUBLIC PARTICIPATION

David Barker spoke in support of his planning application for Elm House.

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

City Councillor Ian Gillies reported that:-

- The City Council is refusing to grit Northfield Lane beyond the mini-roundabout to the Park & Ride entrance even though the ungritted road has been the scene of a number of accidents in recent weeks. The City Council's road gritting policy can be found at <http://www.york.gov.uk/info/200262/gritting>
- The litter that has dropped into the ditch along the A59 is causing problems. The City Council is to sort this out
- A traffic survey is to be carried out at the traffic lights at the Station Road/A59 junction
- The street lights between the A1237 and Northfield Lane have not worked for a while. This is being rectified.
- The City Council is considering arrangements for devolving budgets to Wards and gave a document on the subject to be circulated round the Councillors.
- As Lord Mayor he was inviting the Councillors and the Clerk to the Mansion House on 23 March

15.030 – TO DISCUSS PROGRESS ON:-

(a) *Cricket club*

No progress to report on this subject. The next meeting is to be held on 19 March.

(b) Adventure playground

In Councillor Camplin's absence there was no detailed report from the Adventure Playground Group. There was a discussion on whether or not the Group were deviating from the plan to have an adventure playground. It was agreed that the Group's chairman be invited to the March Parish Council meeting. **(Action Clerk)**

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

Councillor Brydson reported that the City Council had met on 27 January and that no action is being taken on the Local Plan as far as Poppleton is concerned.

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

Councillor Crabb reported that the City Council had recently placed two obstacles in the way of the production of the Neighbourhood Plan.

1. It required a Strategic Environmental Assessment and Screening Option with supporting evidence. This had been produced
2. It announced that because of the City Council elections on 7th May it would be in a state of "purdah" from March and would be unable to process anything that may be regarded as political. It was agreed that the Neighbourhood Plan is not a political document and City Councillor Gillies said that the Parish Council should ask the City Solicitor to make a ruling on this subject. It was noted that the period of "purdah" does not relate to planning applications and great concern was expressed that the planning application for the former Civil Service site would be agreed before the Neighbourhood Plan was adopted.

It was noted that the following points had been actioned

- A dedicated website had been set up and advertised.
- Meeting with Consultant to agree policy development
- Policies placed on Website for consultation and response

The Chairman again gave profuse thanks to Councillors Brydson and Crabb for the work they have done on the Neighbourhood Plan project.

A more detailed report attached at Annex 1 of these minutes

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

Councillor Reilly reported that there were now 63 followers. She also reported that Manor Academy had re-tweeted our pre-submission consultation on the neighbourhood plan to all its parents thereby, greatly extending the number of people whom we are reaching.

15.034 – TO DISCUSS THE DEVELOPMENT OF THE PARISH COUNCIL'S NEW WEBSITE

It was noted that Vision ICT have been instructed to create a new website for the Parish Council. No long term long contract has been needed. Councillors were asked to look at the trial Nether Poppleton Parish Council website and to confirm that they were happy that the

Upper Poppleton Website should follow the same format. As soon as this agreement was given by email Vision ICT should be instructed to start creating the Upper Poppleton Website with immediate effect. Councillors felt strongly that the Upper Poppleton website should not lag behind the Nether Poppleton Website. **(Action: Clerk)**

15.035 – TO AGREE TO PRODUCE A SPRING NEWSLETTER

It was agreed to produce a spring Newsletter. Suggested items for inclusion were the Neighbourhood Plan, the former Civil Service site proposals, the Adventure Playground, Poppleton in Bloom, car parking, the new website and the forthcoming Parish Council elections.

It was noted that recent Newsletters had been put together by the late Peter Hawkins. As no Councillor has the expertise to do what Peter did it was agreed that prices would be obtained from local businesses that do have such expertise.

15.036 – TO GIVE FURTHER CONSIDERATION TO PARKING PROBLEMS AROUND THE GREEN, MAIN STREET AND STATION ROAD

The Clerk reported that Alistair Briggs, the City Council’s Traffic Network Manager, is working on the subjects of the installation of yellow lines adjacent to the level crossing in Station Road and the passing place between the Surgery and Blairgowrie in Main Street.

The Councillors agreed that they would ask the City Council for a single yellow line to be painted on the road between the All Saints Church Hall and Long Ridge Lane to prohibit parking between 9.00am and 6.00pm. **(Action Clerk)**

15.037 – 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 January 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: 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.	The Parish Council deems that the proposed extension of opening hours and/or delivery times is inappropriate for the location due to adverse impact on the neighbourhood and local residents.
Ref: 14/02920/FUL – Two-storey side extension and two-storey and single-storey rear extensions at Elm House, Main Street by Mr D Barker.	No objections
Ref: 14/02956/FUL – Single-storey rear extension at The Larches, 27 Dikelands Lane by Mr & Mrs Tomlinson	No objections
Ref: 14/02975/FUL – Erection of garage to side and porch to front at 3 Apple Garth by Mr & Mrs	No objections

Davey.	
Ref: 14/02979/FULM – Residential development of 271 dwellings with associated access, public open space, landscaping and infrastructure at former Civil Service Club, Boroughbridge Road by Miller Homes Ltd.	The Parish Council’s comments can be found in the attached Appendix 1
Ref: 15/00016/FUL – Installation of roof mounted solar panels at Pavers Ltd, Kinloch House, Northminster Business Park by Mr Jim Young.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 14/02706/FUL – Single-storey rear extensions to 2 and 3 Northfield Lane by Miss Claire Fox.

15.038 – TO CONSIDER ITEMS RELATING TO HIGHWAYS, FOOTPATHS, LAMPOSTS & SIGNS

(a) To consider reports on vandalism

None.

(b) To receive other reports

The poor condition of the road surface in Long Ridge Lane was discussed. It was agreed that the Clerk write to the City Council asking that the road surface along the whole of the lane be resurfaced, not patched up. **(Action Clerk)**

(c) To agree to arrange a litter pick

It was agreed to hold a litter pick on Saturday 7 March meeting at 10.00am in the car park adjacent to the Lord Collingwood. The Clerk is to arrange for the City Council to collect the bagged litter after the event. **(Action Clerk)**

15.039 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS

(a) Trees

It was noted that the elm tree on the Green has been removed.

(b) Events

None.

(c) Maintenance including receiving a report on the registration of ownership of the land between the Manse and Old Forge Surgery

The Chairman reported having agreed the names of five residents who would be most likely to complete a “Statement of Truth”.

Mr Burn is to let the Parish Council have a sample of what such a statement should contain to expedite this matter as soon as possible. **(Action Clerk)**

(d) Allotments including the administration of the Beech Grove allotments

Councillor Robson tabled a draft agreement for the Beech Grove Allotments Association. The agreement notes that the Parish Council is responsible for the maintenance of the gate and the gate posts. The Allotments Association is responsible for the allocation of the individual plots and to pay UPPC an annual rent of £90 per annum by 1st April annually (the rental subject to annual review). A copy of the agreement is lodged with the Clerk.

15.040 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS

Councillor Robson reported on the Rural West York Team meeting held on 26 January which mainly focussed on the proposed development of the Civil Service Sports Club site and the old Manor School site.

* Councillor Watters retired from the meeting at this point.

15.041 – 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.

4 Jan	Burglary Commercial	Items taken from hotel	Boroughbridge Road
6 Jan	Burglary	Vehicle taken with keys	Beech Way
23 Jan	Burglary Other	Attempt on garage	Dikelands Close
23 Jan	Burglary Other	Cycle theft	Long Ridge Lane
23 Jan	Burglary Other	Cycle taken from garage, recovered found	Elm Tree Avenue
28 Jan	Burglary Other	Cycles taken from garage	Main Street

PCSO Colley reported that figures for Rural West York show a decrease of 19% against last year.

15.042 –TO RECEIVE THE CLERK’S REPORT

(a) *Progress on the replacement of the litter bin at the entrance to the Poppleton Centre (Min. 15.018b)*

It was noted that a litter bin has been installed on the opposite side of the drive from the old bin.

(b) *Progress on the request for a seat on the verge of the narrow section of Westfield Lane. (Min. 15.018c)*

Still waiting for the go-ahead from Mr Parker.

15.043 – 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 9 February 2015. The reports reflected the receipts and payments below. The bank balances at 9 February were:

Current Account		£500.00
Business Account	Money	Manager
		£28,246.51

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

1622	Nether Poppleton Parish Council	Half the VAT reclaimed on the Yorkshire in Bloom expenses	£54.00
1623	Poppleton Luncheon Club	Grant	£60.00
1624	Poppleton Community Trust	Room hire January	£20.70
1625	James Mackman	Salary – February	£474.34
1626	Post Office Ltd	Tax – February	£118.20
1627	James Mackman	Clerk’s expenses	£17.89

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

	HMRC	VAT refund	£195.54
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(d) *To reappoint the internal auditor*

It was resolved to reappoint Mrs Linda Cariss as the Council’s internal auditor.

15.044 – TO NOTE THE FORTHCOMING PARISH COUNCIL ELECTIONS ON 7 MAY 2015

The subject of the forthcoming elections was noted.

15.045 – TO NOTE CORRESPONDENCE RECEIVED

15.045.01 – The Clerk referred to the following items of correspondence

- (a) Ainsty (2008) Internal Drainage Board – Notice of laying the rate which has been put on the All Saints Church Hall notice board
- (b) CYC – 14/01781/FUL – appeal to Secretary of State
- (c) CYC – Additional green bin poster
- (d) Details of the new pension scheme from the Pensions Regulator. The Clerk confirmed he had completed and returned a nomination form naming him as the Parish Council's contact.

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

- (a) Julian Sturdy – E-Bulletin
- (b) North Yorkshire Police – Appliances registration email
- (c) YLCA – Plain English Guide to the Planning System
- (d) YLCA – White Rose Update – Jan 15
- (e) YLCA – Notice of Emergency Planning Meeting
- (f) YLCA – Inspiring Yorkshire event on 18 March

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

- (a) Nether Poppleton Parish Council – Minutes of 20 October 2014
- (b) Nether Poppleton Parish Council – Minutes of 17 November 2014
- (c) Outline of the City Council's future devolved budgets

15.046 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
10 Feb	Adventure Playground	Poppleton Centre/ 7.00pm	Camplin
11 Feb	Neighbourhood Planning	Russett House/ 10.00am	Brydson, Crabb
12 Feb	YLCA York Branch	New Earswick Folk Hall/ 7.00pm	Robson
12 Feb	Gateway to Archives	Marriott Room, Central Library/ 10.00am	Clerk
18 Feb	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson
19 Mar	Cricket Club	Poppleton Centre/ 7.00pm	Robson, Clerk

15.047 - TO CONSIDER MINOR MATTERS

None.

15.048 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

None.

15.049 - TO AGREE THE DATE OF THE NEXT MEETING

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

There being no other business the Chairman closed the meeting at 10.00pm.

CHAIRMAN

DATE.....2015

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