

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.30 PM ON MONDAY 9 MAY 2016

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson	Two members of the public
Councillor Graham Buckle	
Councillor John Camplin	City Councillor Ian Gillies
Councillor Vivien Crabb	
Councillor Roper Langford	Mr James Mackman (Clerk)
Councillor John Pannell	

16.073 - TO ELECT A CHAIRMAN

Councillor Robson was unanimously elected as Chairman.

16.074 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Robson signed the Declaration of Office.

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

None.

16.076 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apoloies for absence were received and approved from Councillors Evans and Farnsworth.

16.077 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Crabb
General Purposes Committee	Three Councillors for a quorum
Planning Group	Crabb, Brydson, Buckle
Adventure Playground Committee	Vacant
Cricket Club Steering Group	Robson
Poppleton Community Trust Observers	Brydson, Langford
Poppleton Moat Fields Management Group	Buckle
Poppleton Ousebank School Governors Representative	Pannell
Poppleton Youth Action Group Representative	Langford
Rural West York Ward Team Representative	Robson, Crabb
Yorkshire Local Councils Associations Representatives	Robson

16.078 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 MARCH 2016

The minutes of the meeting held on 10 March 2016, having been circulated and read, were accepted and signed as a true record.

16.079 - PUBLIC PARTICIPATION

None

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

City Councillor Ian Gillies reported that:-

- There have been some problems caused by the work that Yorkshire Water is carrying out to the water mains in the village
- Consultation is continuing on the future of the bus service to the village
- The York/Ripon 142 and 143 bus service is being withdrawn. It will be replaced by “The Little Explorer”. It is hoped that the bus will divert from the A59 and travel through the Green.
- The Local Plan should be out for consultation at the end of May 2016

16.081- PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications including the application received since the March Council meeting and considered by the Planning Group. The table below shows the plans that were considered by the Parish Council’s Planning Group and the Planning Group’s comments. The Parish Councillors confirmed their agreement of the Planning Group’s comments.

Details of Planning Application	Comments
Ref: 16/00553/FUL – Two-storey and single-storey rear extensions at 22 Beech Grove by Miss Kate Lodge.	No objections
Ref: 16/00667/FUL – Single-storey front and rear extensions at 6 Springfield Road by Mrs M Williamson.	No objections
Ref: 16/00878/FUL – Part use of car park as mobile storage unit for public use for bulk re sale or recycling of clothing, shoes and clothing accessories (retrospective) at Poppleton Garden Centre, Northfield Lane by Mr Ian Woods.	The Parish Council does not object to this proposal but wishes to make the following observation :- This is a commercial enterprise with non-specified "charity connections". Whilst we support the recycling of materials in general, the installation of mobile shanty-style units does have adverse impact on the appearance of an area and needs careful monitoring. A less prominent position would be preferred albeit less commercial.

(b) To note Local Authority Planning Decisions

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

- 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.
- Ref: 15/02721/FULM – Extension to warehouse and extended car park at Pavers Ltd, Catherine House, Northminster Business Park, Harwood Road by Mr Jim Young.
- Ref: 16/00115/FUL – Erection of dwelling (amendments to scheme as approved under 14/00362/FUL) at Tree Tops Nursery to Red Lion by Mr Scott Jefferson.

- Ref: 16/00148/FUL - Variation of condition 2 and 3 of planning permission 14/02975/FUL to alter approved drawing and use of materials from stone to brick at 3 Apple Garth by Mr & Mrs Davey.
- Ref: 16/00168/FUL – Single-storey extension to form reception and office and associated internal alterations at the Poppleton Community Centre, Main Street by Mrs Beth Kirkham.
- Ref: 16/0288/FUL – Single-storey side extension at Two Trees, Black Dyke Lane by Mr Peter Baren.
- Ref: 16/00424/FUL – Replacement roof including hip to gable extensions and increase in height, dormers to front and rear, single-storey side and rear extensions and erection of detached garage at Pebbleside, Dikelands Lane by Mrs K Messinger.
- Ref: 16/00553/FUL – Two-storey and single-storey rear extensions at 22 Beech Grove by Miss Kate Lodge.

16.082 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report (available on the Parish Council's website) showing the actual income and expenditure for the previous financial year and a report for the current financial year for the period to 9 May 2016. The reports reflected the receipts and payments below. The bank balances at 9 May were:

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

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

1722	James Mackman	Salary – April	£474.14
1724	Came & Co	Annual insurance premium	£772.75
1725	Ken Falkingham	Painting fence in Main Street	£620.00
1726	Information Commissioner	Annual fee	£35.00
1727	YLCA	Annual subscription	£524.00
1728	Poppleton Community Trust	Room hire – March	£21.40
1729	Post Office Ltd	Tax – April	£118.60
1730	James Mackman	Salary – May	£473.94
1731	Post Office Ltd	Tax - May	£118.60
1732	James Mackman	Expenses	£8.03

(c) To receive a report on income received

City of York Council	First half-year's precept	£10,279.00
Allotment holders	Allotment rents	£180.00

(d) To agree to subscribe to the YLCA for 2016-17 - £524.00

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

(e) To agree to release the £275 grant for the Library's new display unit (See Min. 15.116)

It was agreed to release the grant.

(f) To consider a request for releasing funds for this year's Yorkshire in Bloom Competition and the Poppleton Village Show

It was agreed to release the £550 for the Yorkshire in Bloom competition and the £100 for the Village Show.

(g) To consider a request from the Poppleton Residents' Association for a grant

It was resolved to make a contribution of £100 towards the running costs of the recently reformed Residents' Association.

(h) 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.

(i) To consider the value of the Parish Council's assets

The Clerk explained, with the assistance of a spreadsheet, that the external auditor required assets to be shown at the original cost if known and a proxy value if the cost was not known. The Councillors considered each asset on the Asset Register and agreed a figure for each. The total of £5,554 was entered on the Annual Return.

(j) To agree the Statement of Accounts on the Annual Return

The Clerk reported that he had shown the Chairman the figures on the Annual Return. The Chairman reported that he had checked the figures and they were in accordance with the Parish Council's financial records. After a short discussion it was agreed that the Chairman and the Clerk should sign the form.

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

(a) To consider reports on vandalism

It was reported that there had been some fly tipping in Ousemoor Lane.

(b) To note progress on the non-working lamppost in Black Dyke Lane

It was noted that the lamp is working again.

(c) To note progress on the implementation of the yellow lines

It was noted that all the yellow lines have been painted on the roads at the various agreed locations. The signs indicating no parking between 8.00am and 6.00pm have still to be put up by the single yellow line between All Saints Church Hall and Long Ridge Lane.

(d) To consider a request to repair and maintain the light at the entrance to the school

The light inside the school entrance gate has not worked for some time. The lamppost was installed by the City Council in the later 1990s and was maintained by the City Council for many years. The light no longer works. The City Council say that it is not on their schedule of lights. It was agreed that the Clerk should write to the City Council to ask that the light be put back on the schedule and mended. **(Action Clerk)**

(e) To receive other reports

None.

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

(a) Trees

It was noted that the branches of the trees at Ebor House which have been growing over the Dikelands Lane pavement have now been lopped.

(b) Events

- i. It was agreed that a street party to celebrate the Queen's 90th birthday could be held on 12 June. Arrangements are being made for the road to be closed between 12.00pm and 4.00pm.
- ii. It was agreed that the Green could be used for the Village Show on 20 August.

- iii. It was agreed that the Friends of Poppleton Ousebank Primary School could use the Green for a fun dog show on 26 June.

(c) *Maintenance –*

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

It was noted that the relevant papers are still with the Land Registry and we are awaiting their decision.

- ii. *To consider a quotation for the installation of bollards outside the White Horse Inn*

It was noted that the City Council had quoted a charge of £160 for installing each bollard. This figure was below the limit set at the last Parish Council meeting so the Clerk had commissioned the work to be done.

- iii. *To discuss repairs to the track through Chantry Green*

It was noted that Yorkshire Water had partially repaired the track after having renewed the water pipes to the houses in Chantry Green. The residents are arranging for a top dressing of stones to be laid on the track.

- iv. *To consider a request to extend the line of stepping stones up to 1 Lancaster Villas*

After a short discussion it was agreed that the Parish Council would not agree to any stepping stones being laid on the Green.

- v. *Repairs to the pump at the corner of Lime Garth.*

It was reported that the pump is again leaning at an angle. The Clerk is to ask Ken Falkingham for a quotation for carrying out the appropriate action. **(Action Clerk)**

(d) *Allotments -*

- i. *The purchase of the Guild hut and its future use*

The Parish Council's purchase of the Guild hut has been agreed by the Trustees. Transfer will occur on 16 May and the Clerk will arrange insurance from that date. **(Action Clerk)**

It was agreed that the organisers of the Poppleton Children's Sports Day could store the equipment in the hut. A decision as to other users would be made at a later date.

The Clerk reported that Ken Thorpe had given up his allotment and that he had signed up a new tenant.

- ii. *A request for a "No Parking" sign for the Beech Grove allotment gate*

A request for the Parish Council to provide a No Parking sign was agreed.

16.085 - TO CONSIDER PROGRESS ON THE SPRING NEWSLETTER

Councillor Robson reported that he was in the finishing stages of writing the Newsletter and that he would circulate a draft in the next few days.

16.086 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) *Cricket Club*

Councillor Robson reported on the meeting held on 4 May. There is to be a public meeting on 6 July when plans will be made available to residents.

(b) *Poppleton Community Trust*

It was noted that the minutes of the Trust meeting held on 12 April had been circulated to the Councillors.

(c) Adventure Playground

Councillor Camplin gave a report on the activities of the group. Slow progress is being made on the project.

(d) Village in Bloom

The Chairman report that there had been favourable feedback from the judges who came on 13 April. The next visit is scheduled for 1.00pm on 18 July.

(e) Any other meeting

None

16.087 - 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.

8 Mar	Theft	Items taken from shop – 1 arrested	The Green
18 Mar	Theft	Items taken from shop – 1 dealt with by CTD. (Community resolution disposal) (mutual consent)	The Green
22 Mar	Theft	Petrol taken without payment	BP Garage
24 Mar	Theft	Items taken from shop – 1 dealt with by PND (Penalty Notice Disorder) – fined	The Green
26 Mar	Theft	Petrol taken without payment	BP Garage
1 Apr	Theft	Petrol taken without payment	BP Garage
3 Apr	Theft	Petrol taken without payment	BP Garage
11 Apr	Theft	Petrol taken without payment	BP Garage
16 Apr	Criminal damage	Lock and chain broken	Park & Ride
21 Apr	Burglary - Commercial	Theft of promotional tickets	McDonald's
26 Apr	Theft	Electric fence and associated equipment taken	Burlands Lane

* Councillor Buckle left the meeting at this point in the agenda.

16.088 – TO RECEIVE A PROGRESS REPORT ON THE LOCAL PLAN FROM CLLRS BRYDSON, CRABB AND LANGFORD

No news to report on this subject.

16.089 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FROM CLLRS BRYDSON, CRABB AND LANGFORD

Councillor Brydson reported the following:-

The Neighbourhood plan is expected to be completed this week and the next six-week consultation period will commence to be completed early in July. The consultation letters to local businesses have been delivered. A stall will be on the village green on 30 May to enable residents to see the progress to date and make any comments. The latest copy of the Plan 4 Poppleton is available on the web site along with the S.E.A. (Strategic Environmental Assessment).

16.090 – TO RECEIVE A PROGRESS REPORT FROM THE VILLAGE SHOW WORKING PARTY

Councillor Robson reported that work on arranging the show is progressing.

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

Councillor Camplin gave a brief report on the Twitter account.

16.092 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:-

(a) *Installation of a lamppost opposite Blairgowrie (Min. 16.067a)*

No news to report on this subject.

(b) *Painting the railings in Main Street (Min. 16.067b)*

It was noted that the railing have been painted.

(c) *Repairs to the pavement on the corner of Beech Way and Dikelands Lane (Min. 16.067c)*

No news to report on this subject.

16.093 - TO NOTE CORRESPONDENCE RECEIVED

16.093.01 - The Clerk referred to the following item of correspondence

(a) YLCA – Councillor access to NALC website. It was agreed that should Councillors require access they would ask the Clerk

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

- (a) Chris Steward - Footpath result
- (b) CYC - Notes of York Parish Liaison Group 24th March 2016
- (c) CYC - Bus service consultation
- (d) Exploreyork - Yortime News - April 2016
- (e) Flood Advisory Service - Notice of roadshow
- (f) Julian Sturdy MP - two E-Bulletins
- (g) Sarah Tester - CYC-Gateway to History - farewell
- (h) Vision ICT Ltd - March website figures
- (i) YLCA - White Rose Update - April 2016

16.093.03 - 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 15 February 2016
- (b) YLCA – Papers for the York Branch meeting

16.094 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
10 May	Adventure Playground	Poppleton Centre/ 7.00pm	Camplin
12 May	Plan 4 Poppleton	32 Midway Avenue/ 10.00am	Brydson, Crabb, Langford
23 May	Poppleton Youth Action Group	15 Bankside Close/ 8.00pm	Camplin
25 May	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Brydson

2 Jun	YLCA York Branch	New Earswick Folk Hall 7.00pm	Robson
6 Jul	Cricket ground project	Poppleton Centre/ 7.00pm	Robson
18 Jul	Yorkshire in Bloom judging	Poppleton Centre/ 1.00pm	Robson

16.095 - TO CONSIDER MINOR MATTERS

Councillor Camplin said that he would be resigning from the Parish Council and the Chairman thanked him for the work that he had done during his tenure.

16.096 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

None.

16.097 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 13 JUNE 2016

The date of the next meeting was agreed as Monday 13 June 2016 at 7.00pm.

There being no other business the Chairman closed the meeting at 10.15pm.

CHAIRMAN

DATE.....2016

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