

## 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 13 FEBRUARY 2017

#### PRESENT

Councillor Stuart Robson (Chairman)

Councillor Kathie Brydson

Councillor Vivien Crabb

Councillor Alan Farnsworth

Councillor David Johnson

Councillor Roper Langford

Councillor John Pannell

City Councillor Ian Gillies

Mr James Mackman (Clerk)

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

None.

#### 17.024 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apoloiges for absence were received and approved from Councillor Nigel Evans.

#### 17.025 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 JANUARY 2017

The minutes of the meeting held on 9 January 2017, having been circulated and read, were accepted and signed as a true record.

#### 17.026 - PUBLIC PARTICIPATION

None.

#### 17.027 - TO RECEIVE CITY COUNCILLORS' COMMENTS - for information only

City Councillor Ian Gillies mention several topics of interest to the Councillors including problems with the rising bollard between Millfield Lane and Low Poppleton Lane, parking and the forthcoming West Ward meeting.

#### 17.028- PLANNING APPLICATIONS

The Councillors considered the planning application received since the September Parish Council as listed below.

Details of Planning Application	Comments
Ref: 17/00004/FUL – First floor side extension and conversion of garage into habitable room at Wheatlands House, Boroughbridge Road by Mr & Mrs Metcalfe.	The Parish Council does not object but wishes to make the following observation: - Chapter 5 of the City of York 4 <sup>th</sup> set of changes development control plan of 2005 Policy Gb1 states that:- Within the Green Belt planning permission for development will only be granted where the scale location and design of development would not detract from the open character of the Green Belt. Limited extension, alteration or replacement of existing dwellings only is

	<p>allowed.</p> <p>It is felt that the combined extensions to the three properties listed below* should be considered as achieving the limit of development within these sites if the Green Belt is to be maintained. The land and surrounding fields are Grade One agricultural land.</p> <p>It is essential to maintain the openness of the Green belt and not adversely affect the historic character on approaching the City of York.</p>
Ref: 17/00079/FUL – Single-storey rear extension and installation of 2no. first floor windows to side at The Gardens Farm House, Boroughbridge Road by Mr & Mrs Nimmo.	As for 17/00004/FUL above
Ref: 17/00132/FUL – Variation of condition 2 of permitted application 16/00168/FUL to amend fenestration details at Poppleton Community Centre, Main Street by Mrs Beth Kirkham.	No objections
Ref: 17/00201/TCA – Fell lime tree; crown thin Ash by 25% - trees in a Conservation Area at All Saints Church, Hodgson Lane by Mr High F. Carruthers.	No objections
Ref: 17/00203/TPO – Crown thin by 30% 3 no. Copper beech and 1 no. Whitebeam protected by Tree Preservation Order 2/1991 at Scagglethorpe House, Westfield Lane by Mrs Ann Thompson.	No objections

*(b) To note Local Authority Planning Decisions*

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

- Ref: 16/01811/FUL – Demolition of existing entrance and existing single-storey buildings to the rear, proposed new entrance and infill between existing chapel and hall, proposed new buildings to the rear housing hall and ancillary accommodation at Poppleton Methodist Chapel by Mr D Johnson.
- Ref: 16/02837/FUL – Single storey side and rear extension and conversion of detached garden building into habitable living accommodation at 30 Station Road by Mrs Emma Rochard.

*(c) To consider sending a letter of support for the Methodist Church redevelopment*

The Councillors considered a letter from the Methodist Church asking if the Parish Council would produce a letter expressing the Parish Council's support for the redevelopment of the Chapel buildings. It was agreed that then Clerk would send such a letter. **(Action Clerk)**

## 17.029 - 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 13 February 2017. The report reflected the receipts and payments below. The bank balances at 13 February were: -

Current Account	£500.00
Business Money Manager Account	£34,078.81

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

1806	Poppleton Luncheon Club	Donation for 2016-17	£60.00
1807	Poppleton Community Trust	Room hire – January	£21.40
1808	James Mackman	Salary – February	£488.26
1809	Post Office Ltd	Income tax – February	£122.20
1810	James Mackman	Expenses	£25.46

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

City of York Council	Double Taxation Allowance	£2,099.95
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### (d) *To approve the request from the Poppleton Community Trust to release the 2016-17 grant of £5,000.*

This was agreed.

(e) The Clerk reported that the City Council had not included the usual £163 towards the maintenance of the bus shelter in the double taxation grant received. He had been pursuing the subject and was hoping for a satisfactory conclusion.

## 17.030 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS AND ALLOTMENTS

### (a) *Trees -*

No news on this subject.

### (b) *Events - To consider participation in the WWI Beacons of Light (Centenary) event on 11 November 2018*

It was agreed that the Chairman should talk to the Chairman of Nether Poppleton Parish Council to see if there is an opportunity for the two Parish Councils to work together to celebrate the event. **(Action Councillor Robson)**

### (c) *Maintenance –*

#### *i. To review the grass-cutting contract*

The Councillors agreed to accept the grass cutting contract as revised by Councillors Farnsworth and Johnson. The Clerk is to ask three contractors to tender for the work. **(Action Clerk)**

#### *ii. To consider a request for an easement for vehicular access to Green View*

The Chairman reported that he and the Clerk had met with Graeme Burn, the Parish Council's solicitor who has been instructed to carry initial research, advice and assistance in respect of the request for a formal easement; significantly there being the question as to whether the Parish Council would be able to meet the request of the applicants for any vehicular access agreed to be tarmaced or even of stone chippings or whether, as believed, the grassed area must be maintained.

If the matter should be satisfactorily resolved and progress is made towards a Deed of Easement then acting on behalf of the Parish Council the solicitors are to prepare and approve any amendments to a Deed of Easement at the expense of the applicants. **(Action – the Clerk to inform the applicants)**

*iii. To consider repainting the maypole*

It was agreed that the maypole is in need of repainting. The Clerk is to obtain quotations for the work and enquire of the Ward Committee and Yorventure if there are grants available to offset the cost of the work. **(Action Clerk)**

*iv. To consider the installation of a cycle rack on the Co-op forecourt*

The Councillors recalled the time spent on this subject in the past and that there is no room on the Co-op forecourt for a cycle rack to be installed. It was resolved not to pursue the subject.

*(d) Allotments*

*i. To consider dividing the large vacant allotment into two*

The Clerk reported that the tenant of the largest plot had given notice and that there were three people on the waiting list. It was agreed that the allotment should be divided in two and the separate allotments be offered to those on the waiting list. **(Action Clerk)**

*ii. Revision of annual rental charge*

The Clerk had produced a spreadsheet showing the size of each allotment and the charges per allotment for the past eight 8 years. It was noted that the rents had not been reviewed for the previous five years. It was agreed that all allotment holders be charged 15p per square metre from 1 April 2017 and that, in future, there would be annual increase based on the RPI inflation figure produced by the Government in September. The Clerk is to advise the tenants of the increase in rents. **(Action Clerk)**

### **17.031 – TO CONSIDER COUNCILLOR TRAINING**

It was noted that there are no training courses at the moment.

### **17.032 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

*(a) To consider reports on vandalism*

None.

*(b) To receive other reports*

None.

*(c) To consider the reply from the Haxby Group Practice (HGP) about the new sign on the surgery wall*

The HGP had written to say that the new sign reflects that the surgery is now part of the Haxby Group and ties in with the rest of the Haxby Group branding so that patients recognise the logo on all correspondence from the surgery.

As the sign did not need planning application the Councillors agreed that the matter was now closed.

### **17.033 - TO CONSIDER PARTICIPATING IN THE COMMUNITY SPEED WATCH SCHEME**

After discussion, it was agreed not to participate in this scheme.

### **17.034 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

#### *(a) Cricket Club*

Councillor Farnsworth, the Secretary of Poppleton Cricket Club, reported that

- There was still a problem with opening a bank account
- A Committee is now in place
- The immediate priority is to concentrate on establishing junior cricket for the U9s and U11s. Cricket for these age groups would take place on the sports field adjacent to the Centre using soft balls.
- There is to be a Family Cricket Day at the Poppleton Centre on 7 May
- Evening cricket coaching has been arranged for U9s and U11s
- Cricket equipment is to be bought for the U9s and U11s

#### *(b) Poppleton Community Trust*

It was noted that the minutes of the Trust meeting of 17 January had been circulated to the Councillors.

#### *(c) Village in bloom*

No news on this subject.

#### *(d) Any other meeting*

Councillor Langford reported on the Poppleton Youth Action Group meeting held on 19 January. The main point to report is that the City Council will no longer be funding the Group.

### **17.035 - 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.

10 Jan	Theft	Shop items taken	BP Garage, A1237
12 Jan	Autocrime	Vehicle entered	The Green
12 Jan	Autocrime	Vehicle entered	Station Road
13 Jan	Theft	Shop items taken 1 arrested, charged and sentenced for all the above	BP Garage, A1237
19 Jan	Theft	Two old fridges taken	Northfield Lane
23 Jan	Criminal damage	Fence damaged	Millfield Lane

### **17.036 – TO RECEIVE A PROGRESS REPORT ON THE LOCAL PLAN**

There was no relevant news reported on this subject.

### **17.037 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FROM COUNCILLORS BRYDSON, CRABB AND LANGFORD**

Councillor Brydson reported

- The SEA and Final Consultation was completed on 22 January 2017
- 29 responses were received from Developers, Land owners and Villagers as well as CYC.
- Examiner was agreed with CYC and appointed- Mr Andrew Ashcroft
- Mr Ashcroft's experience is vast in Neighbourhood Plans as he has examined 29 plans to date. There are 300 approved Neighbourhood Plans in the country.
- He has also written the Neighbourhood Plan for his village and it has just passed the Referendum Stage with 89% vote (turnout was 40)
- He arranged a meeting with the CYC and the Neighbourhood Plan Committee on 3<sup>rd</sup> February 2017
- We were able to host this in the village at the Tithe Barn.

- He was impressed with the plan, the village and the history of the village and could understand the issues on the ground having spent two days touring around the village and looking at all the various sites and situations.
- CYC had a lot of preparation to do for the meeting and did surpass expectations with a full layout of all the points that Mr Ashcroft had raised.
- The Neighbourhood Plan Committee were able to provide enlargements of all the maps thanks to Cllr. Mark Reynolds of Nether Poppleton Parish Council
- The remaining issues are still the outstanding ones we have had from the start namely the lack of a Local Plan for 60 years in York, the lack of a definitive Green Belt being consistently applied in our area by York City Council Planners, no definite date for the next consultation by the City given the new brownfield sites of Strensall and Impfal Barracks.
- He has agreed to give us some wording on one of the policies related to the VDS so that is clear that although the document was adopted in 2003 it is still relevant because of the historic nature and character of the village.
- He commented on the thorough preparation of the VDS and the Neighbourhood Plan.
- He also commented that in terms of any other Neighbourhood Plans already presented this one represented the greatest amount of work as basically we have had to produce a Local Plan for Poppleton in the absence of the City having a Local Plan.
- We have received a grant of £3,000 to help with the remaining tasks of the Neighbourhood Plan
- When the Local Plan is finally produced, inspected and adopted there might be some minor adjustments to the Neighbourhood Plan but not necessarily so depending on the outcome of the final decisions of CYC and the Local Plan inspector when appointed.
- Minor adjustment to the SEA have been actioned by the CYC through Alison Cooke
- The final report on the Neighbourhood Plan is expected at the end of the Month.
- There will be some minor alterations possibly
- The Neighbourhood Plan will then be taken to the Executive Committee of the City of York which could be up to 6 weeks in presentation to the City.
- A referendum date is to be set by the CYC Planners we hope during the time when the final report is received and the executive agreed to progress to the Referendum.
- The Referendum will be conducted by the City of York Electoral Services as would be the case in any election.
- Clearly, we need to ensure that a high level of publicity is achieved when the date is agreed.

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

*(a) The obscured light in Long Ridge Lane (Min. 16.214e)*

The Clerk reported having written to the resident whose tree is obscuring the light from the lamppost by a bus stop in Long Ridge Lane

**17.039 - TO NOTE CORRESPONDENCE RECEIVED**

*17.039.01 - The Clerk referred to the following items of correspondence*

- (a) Poppleton Luncheon Club - Thanks for grant email
- (b) Neil Gibson, CYC - Double taxation grant - bus shelter query response
- (c) YLCA - NALC Grants Funding Bulletin

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

- (a) Barry Otley, York Urban Living Project follow-up
- (b) Julian Sturdy - E-Bulletin
- (c) Explore York Libraries & Archives - Yortime February 2017

- (d) Poppleton Community Trust minutes of 17 January
- (e) YLCA - York Branch meeting papers

**17.040 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
15 Feb	Rural West Ward Team	Poppleton Centre/ 2.30pm	Robson
7 Mar	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson
8 Mar	Cricket club	Poppleton Centre/ 7.30pm	Robson, Farnsworth
15 Mar	Adventure Playground		
TBA	YLCA York Branch		Robson
TBA	PYAG		

**17.041- TO CONSIDER MINOR MATTERS**

Councillor Brydson gave out a schedule of important buildings in the village which the Councillors were asked to consider. These will be discussed at the March Parish Council meeting with the possibility of registering, as appropriate, those Assets of Community Value.

**17.042 - TO CONSIDER ITEMS FOR THE NEXT AGENDA**

Assets of Community Value  
 Car parking on the recently registered Parish Council land

**17.043 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 13 MARCH 2017**

The date of the next meeting was agreed as Monday 13 March 2017 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.20pm.

CHAIRMAN .....

DATE.....2017

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