

## 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 8 MAY 2017

#### PRESENT

Councillor Stuart Robson (Chairman)

Councillor Graham Buckle

Councillor Kathie Brydson

Councillor Vivien Crabb

Councillor Nigel Evans

Councillor Alan Farnsworth

Councillor David Johnson

Councillor John Pannell

City Councillor Ian Gillies

Three members of the public

Mr James Mackman (Clerk)

#### 17.087 - TO ELECT A CHAIRMAN

Councillor Robson was unanimously elected as Chairman.

#### 17.088 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Robson signed the Declaration of Office.

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

None.

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

Apoloies for absence were received and approved from Councillor Roper Langford.

#### 17.091 - 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 Committee	Robson, Farnsworth
Poppleton Community Trust Observers	Brydson, Langford
Poppleton Moat Fields Management Group	Buckle
Poppleton Ousebank School Governors Representative	Pannell
Poppleton Village Show	Johnson, Robson
Poppleton Youth Action Group Representative	Langford
Rural West York Ward Team Representative	Robson, Crabb
Yorkshire Local Councils Associations Representatives	Robson, Crabb

#### 17.092 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 APRIL 2017

The minutes of the meeting held on 10 April 2017, having been circulated and read, were accepted and signed as a true record.

### 17.093 - PUBLIC PARTICIPATION

- (a) A member of the public complained about the incidence of “mares tail” in the village and that it was breaking through the asphalt in a number of places but especially in Elm Tree Avenue.
- (b) Another member of the public addressed the Councillors objecting to the planning application for 5 Orchard Road.

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

City Councillor Ian Gillies mentioned that: -

- The rising bollard between Low Poppleton Lane and Millfield Lane is still broken. Talks with interested parties are progressing
- The car wash service had had planning consent refused but could possibly be relocated within site.
- There is a problem with cars being parked all day in the car parking area between the chemists and the Co-op. A survey is underway which will identify the culprits. Whilst it is not illegal to park there, the car parking area is intended to serve short-term shoppers
- A number of A-boards have appeared on the parking areas along the A59. These are being dealt with
- The Local Plan is to be submitted to the Inspector by the end of 2017
- He congratulated the people who had organised the successful Junior Cricket Tournament at the Poppleton Centre on 7 May when he had presented the prizes

### 17.095 - PLANNING APPLICATIONS

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

Details of Planning Application	Comments
Ref: 17/00665/FUL – Single-storey front and rear extensions and part conversion of garage to habitable room at Angel Villa, Burlands Lane by Mrs Anne Hayward.	No objections
Ref: 17/00888/TCA – Crown reduce Sycamore by 30%; reduce limb of Larch by 50%; fell 2no. Confers; fell 3no. Golden Leylandii in a Conservation Area at Mill Bank House, Main Street by Mr John McAvoy.	No objections
Ref: 17/00918/FUL – Part two-storey and single-storey side extensions, dormers to side roofslopes and new boundary wall, gates and additional hard surfacing to front at 5 Orchard Road by Mr & Mrs Khanna.	The Parish Council objects to this proposal on the following material planning grounds: - 1. The proposal is for an over-development of the site. 2. The proposal would adversely affect the street scene and appearance of the road 3. The plans submitted are inaccurate 4. The proposed building would impinge on the light and privacy of the neighbours  The Parish Council requests that this planning application is “called in”.

*(b) To note Local Authority Planning Decisions*

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

- 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.
- Ref: 17/00309/FUL – Extension and alterations to roof to increase the height, insertion of rooflights to front and rear, two-storey rear extension, pitched roof over existing flat roof garage, cedar cladding to external walls, insertion of first floor side window and alterations to existing window details at 11 Beech Way by Mrs Dawn Simpson.
- Ref: 17/00473/FUL – Single-storey conservatory extension to side at 2 Springfield Road by Mr Charles Whiteley.

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

Ref: 17/00501/FUL – Erection of 1 no. dwelling with associated landscaping and access following the demolition of existing barn at Dutton Farm, Boroughbridge Road by Mr & Mrs D Pinkney.

*(c) To note the report of a meeting with Millers, prospective developers of the Civil Service sports ground*

Councillor Robson reported on the informal meeting bringing to the attention of the Council that the developers, Millers, had submitted a planning application to the City Council. This in due course will be sent to this Parish Council for consultation.

**17.096 - 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 8 May 2017. The report reflected the receipts and payments below. The bank balances at 8 May were: -

Current Account	£500.00
Business Money Manager Account	£33,768.27

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

1829	Acer Garden Services	Grass cutting – April	£198.00
1830	Poppleton Community Trust	Room hire – April	£21.40
1831	James Mackman	Salary – May	£488.46
1832	Post Office Ltd	Income tax – May	£122.00
1833	James Mackman	Expenses	£17.43
1834	Came & Company	Annual insurance premium	£861.62

*To receive a report on income received*

Allotment tenants	Allotment rent	£139.20
City of York Council	1 <sup>st</sup> half year's precept	£10,600.00

*(c) 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 was “Yes” and the Chairman and Clerk signed the form.

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

The Clerk mentioned that he had added the Guild hut to the list of assets. Otherwise the schedule was unchanged from the one agreed last year. The Councillors agreed the revised schedule.

*(e) 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. It was agreed that the Chairman and the Clerk should sign the form.

*(f) To agree the statutory 1% increase in the Clerk's salary from 1 April 2017*

This was agreed.

*(g) To agree to release the Village Show funding for 2017-18 - £100*

This was agreed.

### **17.097 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS, ALLOTMENTS AND GUILD HUT**

*(a) Trees -*

Councillor Brydson asked that the Parish Council pursue the City Council to put a Tree Preservation Order on the tree by the School entrance next to the Library. **(Action Clerk)**

*(b) Events – To consider the following requests from*

*i. The Methodist Church to erect a gazebo on the Green on 13 May*

This was agreed.

*ii. The organisers of the Garden Trail to erect a gazebo on both the Green and Chantry Green on 1<sup>st</sup> and 2<sup>nd</sup> July*

This was agreed.

*iii. The Methodist Church to erect a Christmas Tree on the Green, adjacent to the Methodist Church, in December*

This was agreed.

*(c) Maintenance –*

*i. To note progress on the easement for vehicular access to Green View*

The Chairman reported that the executors to the estate that owns Green View have agreed to accept the easement drawn up by Burn & Co.

*ii. To consider quotations for painting the maypole*

Two quotations had been received. The Councillors agreed to award the contract to Alfred Bagnall & Sons (Leeds) Ltd. **(Action Clerk)**

*iii. To discuss the repainting of the exterior of the Guild hut*

It was agreed that a working party, organised by Councillor Pannell, repaint the exterior of the Guild hut. **(Action Councillor Pannell and Councillors)**

*(d) Allotments*

The Clerk reported that all rents have now been paid.

**17.098 – TO CONSIDER TRAINING AND THE PURCHASE OF THE 2017 GOOD COUNCILLOR’S GUIDE TRAINING**

It was noted that there are no training courses at the moment. It was agreed to purchase three copies of the Guide.

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

*(a) To consider reports on vandalism*

None.

*(b) To receive other reports*

It was reported that rubbish bins are being left on the pavement outside Lime Tree House effectively blocking the pavement for pedestrians. It was agreed that the Clerk should write to the manager asking for the problem to be resolved. **(Action Clerk)**

**17.100 – TO AGREE THE CLERK’S ATTENDANCE AT THE SLCC REGIONAL CONFERENCE IN BARNSELEY ON 16 AUGUST 2017**

This was agreed.

**17.101 – TO AGREE TO PRODUCE A SUMMER NEWSLETTER**

It was agreed to produce, print and distribute a summer Newsletter. **(Action Councillor Robson)**

**17.102 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

*(a) Cricket Club*

Councillor Farnsworth gave a report on the weekend’s Tournament and future plans. The Tournament was attended by about 30 juniors. Equipment has been bought and junior coaching is on Thursdays starting on 18 May at 6.00pm.

*(b) Poppleton Community Trust*

It was noted that the minutes of the Trust meeting of 7 March had been circulated to the Councillors.

*(c) Village Show 19 August*

Before the meeting started Brian Deamer handed out Show programmes to all those present. There was no news reported on this subject.

*(d) Village in bloom*

The Chairman reported that he, Councillor Farnsworth and other volunteers, are going to empty the tubs of the daffodils and wallflowers. The Poppleton Community Railway Nursery volunteers are going to plant the tubs with bedding plants.

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

*(e) WWI Beacons of Light (Centenary) event*

No news on this subject.

*(f) Adventure Playground*

Councillor Farnsworth gave a report on this subject. It was noted that the existing playground is the responsibility of the City Council. Future discussions are to be held with the City Council.

(g) *Any other meeting*  
No reports.

**17.103 - TO RECEIVE A REPORT ON VILLAGE POLICING**

There has been a change in the way that the police report incidents. However, during the month of April there were no reported incidents in Upper Poppleton.

**17.104 – TO RECEIVE A PROGRESS REPORT ON THE LOCAL PLAN**

There was no news reported on this subject.

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

Councillor Brydson reported that the second consultation on the SEA is now complete. City Council approval is awaited. The Neighbourhood Planning Group is to have a stall at the forthcoming Children’s Sports Day.

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

(a) *Registering items as Assets of Community Value (Min 17.081b)*

It was agreed that the Chairman and the Clerk would meet to take this subject further. (**Action Chairman & Clerk**)

(b) *The clutter on the forecourt of the Co-op*

The Clerk reported having spoken to the Co-op manageress who said that she had no choice but to have the items on the forecourt. The Councillors agreed that the Clerk should write to the Area Manager to ask him/her to sort out the problem. (**Action Clerk**)

**17.107 - TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) Information Commissioner's Office – Annual Certificate of Registration
- (b) YLCA - Briefing on run up to elections

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

- (a) Explore York Libraries & Archives – Yortime, May 2017

*17.107.03 - It was agreed that the correspondence received since the April Parish Council meeting, as listed below, be circulated to the Councillors*

Clerk & Councils Direct - May 2017, Issue 111

**17.108 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
15 May	Cricket Club	Poppleton Centre/ 7.30pm	Robson, Farnsworth
17 May	Rural West Ward	Poppleton Centre/ 7.30pm	All
1 Jun	YLCA York Branch	Folk Hall, New Earswick/ 7.00pm	Robson
6 Jun	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson

**17.109 - TO CONSIDER MINOR MATTERS**

None.

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

None.

**17.111 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 12 JUNE**

This was agreed.

There being no other business the Chairman closed the meeting at 9.47pm.

CHAIRMAN .....

DATE.....

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