

## 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 OCTOBER 2017

#### PRESENT

Councillor Vivien Crabb (in the chair)

Councillor Kathie Brydson  
Councillor Graham Buckle  
Councillor David Johnson.  
Councillor Roper Langford  
Councillor John Pannell

City Councillor Ian Gillies

One member of the public

Mr James Mackman (Clerk)

#### TO RECEIVE A PRESENTATION ON THE 'FLOWER POWER YORK' VENTURE AND PROJECT

Mamta Scally, who left IBM in November 2016 after a 20-year career as a project manager, gave a PowerPoint presentation on her new venture, *Flower Power York* which is a start-up social enterprise growing beautiful seasonal flowers to bring positive changes to people's lives, helping improve mental health and wellbeing. It is a not-for-profit Community Interest Company, which allows it to apply for funding from various bodies, but with the aim of being sustainable through selling its beautiful flowers.

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

None.

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

Apologies for absence were received and approved from Councillors Stuart Robson, Alan Farnsworth and Nigel Evans.

#### 17.177 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 SEPTEMBER 2017

The minutes of the meeting held on 11 September 2017, having been circulated and read, were accepted and signed as a true record.

#### 17.178 - PUBLIC PARTICIPATION

None.

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

City Councillor Ian Gillies said that he had nothing to report but would be pleased to answer any questions. There were none.

#### 17.180 - PLANNING APPLICATIONS

(a) *To consider the following Planning Applications*

Councillor Brydson communicated the Planning Committee's comments on the plans below, details of which were projected on to the big screen so that the Councillors and the member of the public present could appreciate the details. The plans were then discussed by all the Councillors and the agreed comments are shown below: -

Details of Planning Application	Comments
Ref: 17/02099/FUL – Erection of brick canopy and log store to side at 10 School Lane by Mr B Britton.	No objections
Ref: 17/02143/FUL – Sub-division and extension of existing station house to form 2no. holiday lets and erection of 1no. detached dwelling with associated car parking and outbuilding to rear at 49 Station Road by Mr Graham Falcus.	<p>The Parish Council objects on the following planning grounds: -</p> <p>The application to demolish the garage and construct a house contravenes the Neighbourhood Plan Policy PNP6A</p> <p>A change of use to holiday lets is not acceptable as this represents a residential loss.</p> <p>The increase to the existing house contravenes the permitted development limit.</p> <p>Not in character with surroundings does not safeguard amenities of existing properties.</p> <p>Reduces elements of garden and open space.</p> <p>No on-road parking would be permitted as this is a compulsory stop for traffic when crossing gates are closed. There are double yellow lines on the road side No parking would be permitted on the Green Wedges. Although the plan shows parking on the land the likely number of cars and available space is not adequate and cars would possibly need to reverse out of gates onto a main village road.</p> <p>The Parish Councillors considered the email from Mr Rafton reproduced below and the letter sent to you by John Howlett, both of which received the unanimous support of the Parish Councillors.</p>
Ref: 17/02228/FUL – Variation of condition 2 (approved details) of permitted application 17/00665/FUL to alter position of oil tank at Angel Villas, Burlands Lane by Ms Anne Hayward.	No objections
Ref: 17/02311/TCA - Crown thin by 20%; crown lift to a height of 4m; crown reduce by 2.25m to balance Pine tree in a Conservation Area at Ebor House, Main Street by Mrs P Pye.	<p>The Parish Council does not object but has the following observation to make.</p> <p>An inspection should be made by the Tree Preservation Officer as the property is in the Upper Poppleton Conservation Area.</p>

<p>Ref: 17/02322/TCA – Fell Sycamore tree in a Conservation Area at Beehives, 9 School Lane by Mr Lee Hellewell.</p>	<p>The Parish Council does not object but has the following observation to make.</p> <p>An inspection should be made by the Tree Preservation Officer as the property is in the Upper Poppleton Conservation Area.</p>
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*(b) To note Local Authority Planning Decisions*

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

- Ref: 17/01026/FUL – Single-storey rear extension at 2 Northfield Lane by Miss Claire Fox.
- Ref: 17/01252/FUL – Two-storey side extension to create double garage with rooms in roof, single-storey front and rear extensions and replacement driveway with new access at 28 Long Ridge Lane by Mr Mark Griffin.
- Ref: 17/01558/FUL – Single-storey rear extension at The Chantreys, Main Street by Mr & Mrs Sandham.
- Ref: 17/01980/TPO - Fell Norway Spruce, Ash and Sycamore protected by Tree Preservation Order 1/1970 at site of Blairgowrie, Main Street by Mrs Julie Lund.

**17.181 - 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 October 2017. The report reflected the receipts and payments below. The bank balances at 9 October were: -

Current Account	£500.00
Business Money Manager Account	£25,694.43

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

1870	Alfred Bagnall & Sons	Painting the maypole	£3,737.00
1871	Acer Garden Services	Grass cutting – September	£198.00
1872	PKF Littlejohn	External audit fee	£200.00
1873	James Mackman	Salary – October	£493.36
1874	Post Office Ltd	Income tax – October	£123.20
1875	Ken Falkingham	Repairs to the “Eastwood” seat	£30.00

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

City of York Council	2 <sup>nd</sup> half year’s precept	£10,600.00
City of York Council	Double taxation relief	£2,134.75

*(d) To note the external auditor’s report*

Prior to the meeting the Clerk had sent all Councillors the report from the External Auditor which said: -

Except for the matters reported below, on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

The smaller authority has disclosed that it made proper provision during the year 2016/17 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as we reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this assertion. It has also

disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7. This is clearly not correct.

The Clerk said that he has put the "Notice of conclusion of audit" for the year ended 31 March 2017 on the Parish Council's website.

*(e) To consider giving any grant to "Flower Power York"*

It was agreed that the sum of £500 be granted to Mamta Scally for her Flower Power York project. The Clerk made out a cheque which was signed and presented to Mrs Scally who expressed her appreciation.

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

*(a) Trees*

It was noted that the large lime tree in Chantry Green had been blown down by a 50mph wind at 4.40am on 13 September. The tree had completely blocked Main Street and caused damage to a car parked outside Cumbria. The City Council had cleared the road by late morning. The Clerk reported that he was communicating with the Parish Council's insurance company regarding the consequences of the incident. It was agreed that the lime tree's stump should be left in situ rather than be removed.

*(b) Events - Remembrance Day arrangements*

The Clerk reported that Councillor Robson had been in touch with Nether Poppleton Parish Councillor Peter Powell and discussed plans for the service. The Clerk reported that he had sent the City Council the appropriate paperwork for closing the road for the service. And that a trumpeter had been booked. It was agreed to acquire a wreath for the Chairman to lay at the War Memorial. **(Action Clerk)**

*(c) Maintenance*

*i. To note progress on the easement for vehicular access to Green View and agree the type of surface to be laid*

The Clerk reported that he and the Chairman had signed the Deed of Easement. The Councillors discussed the type of surface that they would wish to have between the Lord Collingwood car park and Green View's five-bar gate. It was agreed that the surface should be of Terram Bodpave85 paving grids. **(Action Clerk)**

*ii. To consider the authorising of further grass cuts*

The grass cutting contractor had written to say that he has completed his schedule of visits as per the contract but that the grass should be cut in mid-October. The Councillors agreed that the grass should be cut again towards the end of October and the Clerk is to inform the contractor of this decision. **(Action Clerk)**

*(d) Allotments*

No news on this subject.

*(e) Guild Hut - to note progress on the repainting of the exterior of the Guild hut*

It was noted that the hut will not now be painted until the spring.

*(f)* The Clerk reported that a cross-member on the "Eastwood" seat on Chantry Green had broken and that he had authorised Ken Falkingham to carry out the necessary repair. The Councillors agreed the Clerk's action.

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

*(a) To consider reports on vandalism*

No reports.

*(b) To receive other reports*

No reports.

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

*(a) Cricket Club*

It was noted that the minutes of the Cricket Club Committee meeting held on 21st September 2017 had been circulated to the Councillors.

*(b) Playground project*

No report.

*(c) Poppleton Community Trust*

The minutes of the Executive meeting held on 12 September had been emailed to all Councillors.

*(d) Village in bloom*

No report.

*(e) Village Show*

No report.

*(f) Rural West Ward Committee*

No report.

*(g) Any other meeting*

No report.

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

Only one incident had been reported to the police during September 2017 and it is shown below.

<u>Incident Type</u>	<u>Details</u>
<b>Theft</b>	3 <sup>rd</sup> – theft of steaks from the petrol station on Boroughbridge Road

\* Councillor Buckle retired from the meeting at this point in the agenda.

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

The City Council had sent a copy of the draft York Local Plan consultation which the Neighbourhood Planning Committee had considered and drafted a reply which had been distributed to Councillors prior to the meeting. It was agreed to support the reply and send it to the City Council.

**17.187 – TO RECEIVE A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN**

The Neighbourhood Planning Committee is to submit the response to the draft Local Plan as mention in 17.186 above.

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

(a) *Registering items as Assets of Community Value (Min 17.169a)*

Councillor Robson had reported to the Clerk that he had nearly completed the paperwork required for registering the assets.

(b) *Refuse in front of Lime Tree House (Min. 17.169c)*

As there had been no more reports on this subject it was agreed to remove it from future agendas.

(c) *White Horse bollard replacement (Min. 17.169e)*

It was noted that the City Council has not yet replaced the bollard.

(d) *Replacing the demolished rubbish bin by the bus shelter on the Green (Min. 17.191)*

As the City Council had not replaced the bin the Clerk had contacted them again and got an incident number to use if the work isn't carried out soon.

**17.189 - TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) Friends of the Earth - FOI request re fracking
- (b) HMRC – A letter advising non-payment of future PAYE at a Post Office
- (c) A request for a litter picker which the Clerk had expedited
- (d) YLCA/NALC Bulletin 35 and letter re new DPA rules

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

- (a) Barry Otley - My Castle Gateway Challenge Events - Future values in York
- (b) CYC - Compost giveaway
- (c) CYC - Info on bus lanes
- (d) Julian Sturdy - E-Bulletin
- (e) Martin Grainger, CYC - Local Plan update
- (f) PYAG - Minutes of 21 September

**17.190 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
16 Oct	Village Show	Lord Collingwood/ 7.30pm	Johnson
26 Oct	Poppleton Youth Action Group	Youth Club/ 8.00pm	Langford
7 Nov	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson
13 Nov	Moat Fields Management	16 Church Lane/ 7.30pm	Buckle
	Cricket Club	Poppleton Centre/ 7.00pm	Farnsworth/Robson

**17.191 - TO CONSIDER MINOR MATTERS**

None.

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

None.

**17.193 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 13 NOVEMBER**

This was agreed.

There being no other business the Chairman closed the meeting at 9.27pm.

CHAIRMAN .....

DATE.....

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