

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 10 SEPTEMBER 2018

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Bob Binns

City Councillor Ian Gillies

Councillor Kathie Brydson

Councillor Vivien Crabb

Two members of the public

Councillor David Johnson

Councillor Roper Langford

Councillor John Pannell

Mr James Mackman (Clerk)

Before the commencement of the meeting a representative from TalkTalk gave a presentation on the planned installation of ultrafast fibre broadband in Poppleton. Work is scheduled to commence in October.

Two PCSOs were also in attendance and gave a resumé of what the police were planning to do with regards to policing the village.

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

None.

18.144 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and approved from Councillor Farnsworth. It was noted that Graham Buckle had tendered his resignation as a Councillor. The Chairman reported that he had sent a letter to Mr Buckle to thank him for his work as a Councillor.

18.145 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 JULY 2018

The minutes of the meeting held on 9 July 2018, having been circulated and read, were accepted and signed as a true record.

18.146 - PUBLIC PARTICIPATION

The residents of Dene Holm addressed the Councillors on a number of points relating to their property. These were addressed by the Parish Councillors under agenda item 18.150 below.

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

Councillor Gillies reported that: -

- Barriers for placing round the brazier at the Battles Over event on 11 November are in short supply but he could arrange for the loan of eight as requested. Chairman to organise.
- It is likely that a Traffic Order will be made that will allow vehicles access through the barrier in Low Poppleton Lane between the hours of 7.00pm and 7.00am
- He is still working on the possibility of having the old Coal Yard turned into a car park.
- He also gave the chairman the contact point in CYC for pursuing the cricket field previously promised.

18.148 - PLANNING APPLICATIONS

(a) *The Councillors considered the planning application received since the July Parish Council as listed below.*

Details of Planning Application	Comments
Ref: 18/00565/FULM – Extension to existing warehouse with associated parking, loading and access at Pavers Ltd, Catherine House, Northminster Business Park.	No objections
Ref: 18/00827/FUL – Replacement windows and doors and removal of render to rear elevation at Model Farm, The Green.	No objections as it is mainly in accordance with Historic England criteria and Neighbourhood plan Conservation Policy PNP3. But The Oriel windows on the ground floor front façade overlooking the Village green Conservation area should be retained with new Oriel windows to retain existing street scene.
Ref: 18/00828/LBC – Internal and external works including alterations to internal layout, replacement windows, removal of render to rear elevation and repairs and restoration to brickwork at Model Farm, The Green	No objections as it is mainly in accordance with Historic England criteria and Neighbourhood plan Conservation Policy PNP3. But The Oriel windows on the ground floor front façade overlooking the Village green Conservation area should be retained with new Oriel windows to retain existing street scene.
Ref: 18/00946/FUL - Conversion and restoration of rear outbuilding with internal and external alterations including replacement windows and doors to create residential use ancillary to the main house at Model Farm, The Green.	The Parish Council has no objections but wishes to make the following comments <ul style="list-style-type: none"> • With the adjacent farm land having been sold the building is no longer required for agricultural use. • Conforms with Neighbourhood Plan Policy PNP3 therefore preserving or enhancing special character or appearance within the Conservation Area.
Ref: 18/00947/LBC – Conversion of rear outbuilding with internal and external alterations including replacement windows and doors and changes to internal layout at Model Farm, The Green.	Comments as for 18/00946/FUL above

<p>Ref: 18/01056/FUL – Change of use from workshop to hairdressing salon at Crescent Farm, Hodgson Lane.</p>	<p>The Parish Council does not object but wishes to make the following observations: -</p> <p>Crescent Farm lies within the general extent of the Green Belt of the City of York and is located just off the A59 Green Corridor on the approach to this Historic City. New build can therefore only take place where exceptional circumstances have been established and alterations are subject to the same restrictions. (Neighbourhood Plan, Green Belt Policy PNP1)</p> <p>Three new holiday lets have already been built on the site and a separate chalet-style let installed within curtilage of the property.</p> <p>The application for change of use from “workshop” to hairdressing salon would appear to be retrospective since internal alterations have already taken place and appropriate fixtures and fittings installed.</p> <p>There is current evidence of work being undertaken to widen access to the hairdressing facility and related parking area although the application states that no new or altered access from the public highway is required.</p> <p>Should the City of York Planning department give consent to the proposed change of use, the following restrictions should apply</p> <p>All modifications or alterations should only be permitted within the existing footprint of the currently-labelled " workshop".</p> <p>Adequate additional off-road parking should be provided (4 bays).</p> <p>No further commercial enterprise should be permitted within the site which is located at the village limit within the Green Belt (Policy PNP1).</p> <p>No further change of use should be permitted without consent of City of York Planning Department.</p> <p>No commercial advertising signs should be installed other than discreet name and address identification and any such sign should not be illuminated.</p>
<p>Ref: 18/01059/FUL – Installation of air conditioning units to external wall of cellar (retrospective) at The Lord Collingwood, The Green.</p>	<p>No objections</p>

Ref: 18/01199/FUL – Rear dormer and conservatory to rear at Granville, 3 Lime Garth.	No objections
Ref: 18/01272/FUL – Erection of 5m column with 2 no. LED floodlights at Poppleton Community Centre, Main Street	No objections
Ref: 18/01303/FUL - Pitched roof over existing flat roof garage with single storey rear extension to existing garage and single storey extension to rear elevation of house at 20 Springfield Road.	No objections but have concerns that garage length has been reduced - need to establish if large enough to garage a modern car or whether sufficient driveway to park a car.
Ref: 18/01327/FUL – New porch extension and dormer to rear at 2 Chantry Gap.	No objections
Ref: 18/01486/FUL – Hip to gable roof extension and single-storey rear extension at 145 Long Ridge Lane.	No objections
Ref: 18/01545/TCA – Reduce lateral growth of pine tree; reduce height of 2. No conifer trees in a Conservation Area at Oberland, Hodgson Lane.	No objections but suggest that the trees should be inspected by the Tree Conservation Officer as they are within the village Conservation Area.
Ref: - 18/01555/TCA – Reduce crowns of 5 no. trees in a Conservation Area at 2 Oak Villa, Hodgson Lane.	No objections
Ref: 18/01567/TCA - Fell 1 no. Holly and 1 no. Beech; crown lift 2 no. Beech & 1 no. Ash to 5m; crown lift 1 no. Birch and 1 no. Sycamore to 4m - tree works in a Conservation Area at 1 Oak Villa.	No objections but suggest that the trees should be inspected by the Tree Conservation Officer as they are within the village Conservation Area.
Ref: 18/01706/FUL – Single-storey rear extension at 79 Station Road	No objections
Ref: 18/01847/HRN – Removal of hedgerow in order to make farming process more viable by amalgamating the field at land lying to the east of the Red Lion Inn, Hodgson Lane.	<p>The Parish Council objects on the following planning grounds: -</p> <ul style="list-style-type: none"> • Removal of historic hedgerows on farmland contravenes 1997 Hedgerows Regulations. • Protection is given by the Poppleton Neighbourhood plan PolicyPNP10 • These hedges are historic hedgerows of significant landscaping value concealing the view of the settlement limit when travelling on the A59 toward the historic City of York • Hedgerows provide habitat for birds and wildlife. • The removal of hedgerows increases the risk

	of soil erosion
<p>Ref: 18/01848/HRN - Removal of hedgerow in order to make farming process more viable by amalgamating the field at land lying to the north west of Model Farm, The Green.</p>	<p>The Parish Council objects on the following planning grounds: -</p> <ul style="list-style-type: none"> • Removal of historic hedgerows on farmland contravene 1997 Hedgerows Regulations. • Protection given by the Poppleton Neighbourhood Plan Policy PNP 10. • These hedges are shown on an Epoch Map City of York dated 1864. • Hedgerows provide habitat for birds and wildlife. • The removal of hedgerows increases risk of soil erosion. • To enable modern machinery to access field 3537 from field 1427 a compromise would be agreeable, to create an access wide enough only for farm vehicles to work easily in both fields. To compensate for the hedge removal, replacement of the hedgerow removed in 2018 (by the landowner) along the western edge of School Lane Conservation area would redefine the lane width (six metres).
<p>Ref: 18/01860/FUL – Siting of 20no. touring caravans and erection of associated buildings and alterations to access at proposed caravan site, Northfield Lane by SBO Lands Ltd.</p>	<p>The Parish Council objects on the following planning grounds: -</p> <p>The proposed development for a reduced size caravan park is opposed by Upper Poppleton Parish Council. In 2016 an outline application for a larger site was refused by City of York 915/01439/OUT).</p> <ul style="list-style-type: none"> • This is Green Belt land as designated in the RSS Reserved policy. • This is designated Green Belt land in the Local Plan, currently with the Inspectorate. Contrary to policy GB1 City of York development (2005). • Designated Green Belt in the Poppleton Neighbourhood Plan (PNP1). • This land is designated as land retaining Rural setting on the CYC Historic Character and Setting maps. • Insufficient capacity in the drainage system to support additional sewage and surface water. • It is adjacent to a busy junction which currently supports the Park and Ride scheme. • The Parish Council did not support the previous application as this would interfere

	<p>with the habitat and rural aspect of this country lane.</p> <ul style="list-style-type: none"> • There is no evidence to support the need for an additional caravan park in this area, the majority of parks serving the City of York are only occasionally at full capacity. • Erection of ancillary buildings required (with this application) to support this site compromises the Green Belt objectives. • The entire area is Grade 1 agricultural land. • York is an Historic City and the Green Belt is vital to preserve the Green Corridor approach. This development would encroach into the countryside causing merging and coalescence of development thus harming the Green Belt and rural approach to York. • Decision D This proposal should be "Called In".
<p>Ref: 18/01971/TCA - Fell 5 no. trees in a Conservation Area in the Village Green, Hodgson Lane.</p>	<p>The Parish Council supports the planning application</p>

(b) To note Local Authority Planning Decisions

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

- Ref: 18/01065/FUL – Two-storey side extension at 22 Pear Tree Avenue.
- Ref: 18/01199/FUL – Rear dormer and conservatory to rear at Granville, 3 Lime Garth.
- Ref: 18/01327/FUL – New porch extension and dormer to rear at 2 Chantry Gap.
- Ref: 18/01486/FUL – Hip to gable roof extension and single-storey rear extension at 145 Long Ridge Lane.
- Ref: - 18/01555/TCA – Reduce crowns of 5 no. trees in a Conservation Area at 2 Oak Villa, Hodgson Lane.
- Ref: 18/01567/TCA - Fell 1 no. Holly and 1 no. Beech; crown lift 2 no. Beech & 1 no. Ash to 5m; crown lift 1 no. Birch and 1 no. Sycamore to 4m - tree works in a Conservation Area at 1 Oak Villa.
- Ref: 18/01847/HRN – Removal of hedgerow in order to make farming process more viable by amalgamating the field at land lying to the east of the Red Lion Inn, Hodgson Lane.
- Ref: 18/01848/HRN - Removal of hedgerow in order to make farming process more viable by amalgamating the field at land lying to the north west of Model Farm, The Green.

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

- Ref: 18/01056/FUL – Change of use from workshop to hairdressing salon at Crescent Farm, Hodgson Lane.

(c) To co-opt a new member to the Planning Committee

Following the resignation of Councillor Buckle Councillor Langford was co-opted on to the Planning Committee.

18.149 - 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 10 September 2018. The report reflected the receipts and payments below. The bank balances at 10 September were: -

Current Account	£500.00
Business Money Manager Account	£9,513.43

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

1948	Npower	Guild hut electricity supply	£45.38
1949	James Mackman	Salary – August	£503.10
1950	Yorkshire Water	Allotment water	£43.24
1951	Acer Garden Services	Greens grass cutting – July & August	£792.00
1952	Poppleton Community Trust	Room hire – August	£21.40
1953	HM Revenue & Customs	Income tax – August	£125.80
1954	Mrs L Cariss	Internal auditor's fee	£80.00
1955	PKF Littlejohn	External auditor's fee	£200.00
1956	Ken Falkingham	Repairs	£50.00
1957	James Mackman	Salary – September	£503.10
1958	HM Revenue & Customs	Income tax – September	£125.80
1959	James Mackman	Expenses	£34.75

(c) To receive a report on income received

None

(d) To consider the internal auditor's report

Prior to the meeting the Clerk had circulated the internal auditor's report for the year ended 31 March 2018. Except for the fact that there were a number of cheque stubs which did not show two sets of initials, the report gave an unqualified approval of the Parish Council's records.

(e) To consider the external auditor's report

Prior to the meeting the Clerk had circulated the external auditor's report for the year ended 31 March 2018. The Parish Council was given a clean bill of health.

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

(a) Trees including the safety of the tree at the end of the driveway at the side of Dene Holm

It was noted that a planning application has been made to have the five trees on the Green felled. It was noted that the tree in front of the wall at the back of the land between Dene Holm and the surgery is leaning. This tree had been missed from the recent tree survey. It was agreed that Ryland Horticulture be asked to inspect the tree and add it to the survey. **(Action Clerk)**

(b) Events

None.

(c) Maintenance: -

i. To consider spraying the weeds on the area in front of the White Horse Inn/Co-op

It was agreed that the grass cutting contractor be asked to spray weed killer on the grassed area to encourage the grass to grow. **(Action Clerk)**

ii. To organise a working party to clean up the car park adjacent to the Lord Collingwood

It was reported that the car park was in poor condition with leaves, twigs etc cluttering up the edges many of which were being trampled into the pub and church. It was agreed that a working party be organised by e-mail for an autumnal clean up. It was also agreed that two potholes needed patching. Chairman to organise asphalt to fill potholes in conjunction with the clean-up. **(Action Councillor Robson)**

iii. To consider buying daffodil bulbs for planting in the spring

It was agreed to spend up to an estimated £60 on daffodil bulbs. **(Action Councillor Robson)**

iv. To consider clearing the area at the back of the driveway at the side of Dene Holm

It was noted that the area had already been cleared by the new owners of Dene Holm.

v. To consider a request to purchase from the Parish Council part of the driveway at the side of Dene Holm

After a short discussion it was agreed that the Parish Council would not sell any of the land in the driveway.

vi. It was noted that vehicles are often parked in such a way as to block access to Dene Holm. Councillor Johnson and the Clerk are to contact those responsible and ask them to park elsewhere. It was also agreed that an "Access Required" sign be erected on the same post as the 'no parking on grass' sign **(Action Councillor Johnson and the Clerk)**

(d) Allotments

The Clerk reported that he had added the name of another resident to the allotment waiting list.

(e) Guild Hut

No news to report on this subject.

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

(a) To consider reports on vandalism

No reports.

(b) To receive other reports

It was reported that the bank in Main Street, opposite the tennis courts, is collapsing. It was agreed that the Clerk should report this to the City Council. **(Action Clerk)**

18.152 – TO CONSIDER COUNCILLORS' AND CLERK'S TRAINING

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

18.153 – TO NOTE PROGRESS ON THE NEWSLETTER

Councillor Robson reported that a resident had volunteered to help him put the Newsletter together

18.154 – TO CONSIDER HOW TO RESPOND TO COMPLAINTS MADE ABOUT THE OLD FORGE SURGERY

Several verbal complaints had been received from the electorate concerning the provision of health services in the village. It was agreed that the Chairman should draft a letter for the Clerk to send to the senior partner. **(Action Councillor Robson and Clerk)**

18.155 – TO CONSIDER REPAIRING/REPLACING THE PUMP AT THE A59 END OF STATION ROAD

The Councillors considered a quotation for repairing the pump. It was agreed to obtain a price for removing the pump and covering the hole with a stone block. **(Action Clerk)**

18.156 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Cricket Club (PCC)

Councillor Robson reported that the season was now over and that plans and bookings had been made to resume activities with indoor training at Manor Academy in 2019.

(b) Poppleton Community Trust

Councillor Brydson reported that the minutes of the PCT meeting held on 6 September will be circulated shortly.

(c) Battle's Over Armistice Celebration – The Green, 11 November

Councillor Robson gave an update on the plans for the evening event.

(d) Youth Club

Councillor Langford reported that the Youth Club AGM is to be held on 18th September at the Youth Club.

(e) Village Show

Councillors Robson and Johnson reported that the Village Show had been successful this year with several people praising the running of the event. Councillor Johnson to assume the Show Committee chairmanship in 2019

(f) Poppleton Centre playground

Councillor Robson reported on an email from the leader of the Playground Group which said that the site preparation for the installation of play equipment is to begin on the 24th of September. The expected time frame for the installation is 4 weeks. An additional toddler piece of equipment is to be installed at some point in the near future.

(g) Any other meeting

None.

18.157 - TO RECEIVE A REPORT ON VILLAGE POLICING

Reproduced below is a table showing the incidents reported to the police during July and August 2018.

Date	Incident Type	Details
4 Jul	Anti-Social Behaviour (ASB)	Male trying to sell dishcloths in Bankside Close; was abusive when occupier declined; reports of similar nature in the area. Police advised.
12 Jul	ASB	Travellers arrived at Poppleton Bar Park & Ride with 2 caravans and are refusing to leave. This has been reported to the Police and will be reported to the Council.
13 Jul	ASB	The site office and toilets had to be shut at Poppleton Bar Park & Ride owing to the travellers. Staff have been verbally abused and children running on and off the buses. Council has been contacted but they have to wait for 3 days before giving notice. Police will attend if drivers have issues.
14 Jul	ASB	Motorist trying to get in her car at Poppleton Bar Park & Ride

		and was sprayed with water by about 6 children aged about 6. They also opened the rear doors and sprayed water. Request for a PCSO to attend and offer advice.
14 Jul	Criminal Damage	Motorist had his car damaged at Poppleton Bar Park & Ride. Group of children under 10, being urged on by parents, repeatedly kicked the doors and bumper of his car and tried to open doors and swing on them. Motorist left the car park and no further information available.
12 Aug	Burglary	Garage door in Northfield Lane forced open; removed two wheels from one bike and the chain from another and taken one of the bikes and the wheels. Specialised bike value £3,500-4,000. No witnesses or CCTV.
15 Aug	Burglary	Unknown male, aged 14-16, has entered property in Station Road; householder went downstairs to investigate, shouted at him and he ran off. Offender has entered through a narrow gap in brickwork where kitchen extension is being built. Incident logged by Police.

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

(a) *Replacing the demolished rubbish bin by the bus shelter on the Green (Min.18.137a)*
The bin has now been replaced.

(b) *Lowering the level of the grass in front of Green View (Min. 18.130ci)*
It was noted that the work had been done.

(c) *The newly adopted Document Retention Policy on the website (Min. 18.134)*
The policy is on the Parish Council's website.

18.159 - TO NOTE CORRESPONDENCE RECEIVED

18.159.01 - The Clerk referred to the following correspondence received since the July meeting

- (a) CYC - Forgotten Corners fund
- (b) HSBC - Stopping sending back paid cheques
- (c) npower - Guild hut electricity contract acknowledgement
- (d) PKF Littlejohn - Annual Return audit papers returned
- (e) Wilberforce Trust - Poster request

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

- (a) CYC - A1237 Wetherby Road Overnight Works and Closures
- (b) CYC - Compost giveaway email
- (c) CYC - Fields in Trust Centenary Fields Legacy programme
- (d) CYC - Neighbourhood Policing Survey
- (e) Environment Agency - York Flood Alleviation Scheme - September Newsletter
- (f) Explore York Libraries & Archives - Yortimes August and September 2018
- (g) North Yorkshire Police - Meeting on 25 or 28 September
- (h) North Yorkshire Police - OP Collaborate
- (i) North Yorkshire Police - Police visits to Parish Councils
- (j) YLCA - Bus station report
- (k) YLCA - Community led Housing Conference 16 October
- (l) YLCA - Conference on 28 September
- (m) YLCA - Government shale gas exploration and production planning consultations

- (n) YLCA - NALC Annual Conference enquiry
- (o) YLCA - White Rose Update - July 2018
- (p) YLCA - White Rose Update August 2018

18.160 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Sep	PYAG AGM	Youth Club, Main Street/ 8.00pm	All
24 Sep	West Ward	Skelton Village Hall/ 6.30pm	Robson
26 Sep	Battles Over	27 Ebor Way/ 7.30pm	Robson, Langford,
28 Sep	Police	Athena House, Kettlestring Lane/ 10.00am	Robson, Clerk
4 Oct	YLCA York Branch	Huntington Community Centre/ 7.00pm	Robson
29 Oct	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson

18.161 - TO CONSIDER MINOR MATTERS

The question of the possibility of removing the plinth on the forecourt in front of Hudson Moody on the Green was discussed. It was agreed that, as the plinth is on private land, the Parish Council would not engage in the debate.

18.162 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

18.163 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 8 OCTOBER 2018

The date of the next meeting was agreed as Monday 8 October 2018 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.49pm.

CHAIRMAN

DATE.....2018

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