

## 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 11 JUNE 2018

#### PRESENT

Councillor Stuart Robson (Chairman)

Councillor Bob Binns

City Councillor Ian Gillies

Councillor Kathie Brydson

Councillor Alan Farnsworth

Councillor Roper Langford

Mr James Mackman (Clerk)

Councillor John Pannell

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

None.

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

Apoloies for absence were received and approved from Councillors Crabb and Johnson.

#### 18.104 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 MAY 2018

The minutes of the meeting held on 14 May 2018, having been circulated and read, were accepted and signed as a true record.

#### 18.105 - PUBLIC PARTICIPATION

None.

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

Councillor Gillies reported that: -

- There have been more problems with travellers on the A59 Park & Ride site
- TalkTalk have been installing an ultra-fibre optic network in areas of the city, are looking to extend the network to Poppleton and may wish to discuss the subject with the Parish Council.
- No further news on developing the “coal yard” for additional parking at the station.

#### 18.107 - PLANNING APPLICATIONS

(a) The Councillors considered the planning applications received since the May Parish Council as listed below.

Details of Planning Application	Comments
Ref: 18/00942/ADV – Display of 1no. non-illuminated foamex horse logo sign at White Horse Inn, The Green by Enterprise Inns	The Parish Council objects on the grounds that <ul style="list-style-type: none"><li>• The White Horse Inn is in a Conservation Area</li><li>• There is adequate signage on the building already</li><li>• The sign was previously listed on planning application 17/00892/ADV and was refused by the City Council as per the attached file.</li></ul>
Ref: 18/00953/FUL – Single-storey rear extension at 1 Lancaster Villas, Main Street.	No objections

*(b) To note Local Authority Planning Decisions*

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

- Ref: 18/00398/FUL – Single-storey side and rear extension at 66 Station Road.
- Ref: 18/00531/FUL – Variation of condition 2 of permitted application 17/00501/FUL (erection of 1no. dwelling following the demolition of existing barn) to alter internal layout to include internal double garage within the dwelling, revisions to landscaping, alterations to elevations including realigned fenestration and inclusion of a garage door, and reduce height of western element over kitchen and lounge at Dutton Farm, Boroughbridge Road.
- Ref: 18/00633/FUL – Two-storey side and rear extensions and single-storey side extension following demolition of existing attached garage and utility room at 8 Bankside Close.
- Ref: 18/00644/FUL – Conservatory to side at Burlands Farm, Burlands Lane.
- Ref: 18/00820/TPO – Crown reduce and thin Ash tree protected by Tree Preservation Order no. 1/1970 at 9 Bankside Close.
- Ref: 18/00897/TCA – Crown reduce Yew tree in a Conservation Area at Mill Wray, Main Street.

*(c) To review the Parish Council's procedure for dealing with planning applications.*

Councillors Brydson and Crabb have recently attended a YLCA-run training seminar on planning. Councillor Brydson read out a number of salient points on how Parish Councils should deal with planning applications. It was agreed that UPPC does follow the procedures recommended by the YLCA.

*(d)* A letter from the Neighbourhood Planning Committee, in response to the appeal to the Secretary of State regarding the refusal of the City Council to approve plans for the erection of a single-storey car showroom and workshop with associated facilities at 10 Great North Way, was discussed. It was agreed that if Nether Poppleton Parish Councillors agreed, at their meeting on 18 June, to submit the response, the Upper Poppleton Parish Council would support their action.

## **18.108 - 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 11 June 2018. The report reflected the receipts and payments below. The bank balances at 11 June were: -

Current Account	£500.00
Business Money Manager Account	£13,758.17

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

1925	Friends of Poppleton Library	Grant towards new carpet tiles	£1,750.00
1926	Poppleton Bowls Club	Grant towards new kitchen	£500.00
1927	Poppleton Cricket Club	Grant	£4,000.00
1928	Cancelled		£0.00
1929	Nether with Upper PCC	Grant towards upkeep of All Saints' churchyard	£850.00
1930	Flower Power York	Grant	£500.00
1931	Acer Garden Services	Greens grass cutting - May	£396.00
1932	Poppleton Community Trust	Room hire – May	£21.40
1933	Ken Falkingham	Moles traps reimbursement	£50.00
1934	Npower	Guild Hut electricity	£24.64
1935	Yorkshire Water	Allotment water	£8.11
1936	James Mackman	Salary – June	£503.10
1937	HM Revenue & Customs	Income tax – June	£125.80

1938	James Mackman	Expenses	£71.03
1940	Councillor Robson	Reimbursement for Village in bloom expenses	£66.00

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

HSBC	Bank interest	£2.19
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(d) *To consider a request from the Poppleton Village Show Committee for payment of this year's grant as provided in the budget (£100)*

This was agreed.

(e) *To consider adopting a Reserves Policy*

It was agreed to defer discussion on this subject until the July Meeting.

It was also agreed that the subject of budget management should be discussed at the July meeting

### **18.109 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS AND ALLOTMENTS**

(a) *Trees - to consider the quotations for removing the five trees as per the tree survey*

The Clerk reported that he was meeting with a contractor on Wednesday and was making arrangements to see another contractor in the next few days. It was agreed to defer a making a decision until the July meeting when there would be three quotations to consider.

(b) *Events*

None.

(c) *Maintenance including the continuing presence of moles*

The Clerk had arranged for Ken Falkingham to lay four mole traps in Chantry Green. These had been stolen the day after they had been laid. It was agreed to recompense Mr Falkingham for his missing traps and not to try to control the presence of moles by trapping them in the future.

(d) *Allotments*

No news on this subject.

(e) *Guild Hut - to authorise the Clerk to obtain the best terms on a new contract for the electricity supply to the hut*

The Clerk reported that he had signed a new contract for the electricity supply to the Guild hut with terms similar to the previous contract.

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

(a) *To consider reports on vandalism*

No reports.

(b) *To receive other reports*

No reports.

### **18.111 – TO CONSIDER COUNCILLORS' AND CLERK'S TRAINING**

The Councillors considered the newly issued schedule of training events run by the YLCA. It was agreed that no Councillor would attend any of the courses.

**18.112 – TO CONSIDER THE ELECTION OF TWO PARISH REPRESENTATIVES TO THE CITY OF YORK COUNCIL STANDARDS COMMITTEE**

It was agreed that the Parish Council would not elect anyone of the four candidates put forward as none were known to Councillors.

**18.113 – GENERAL DATA PROTECTION REGULATION (GDPR)**

*To review the Parish Council's Data retention policy*

It was agreed that discussion on this subject be deferred until the Parish Council meeting in September.

**18.114 – TO CONSIDER PRODUCING A JOINT NEWSLETTER WITH NETHER POPPLETON PARISH COUNCIL**

The Chairman reported a conversation with the Chairman of Nether Poppleton Parish Council when the subject of a joint newsletter was discussed. After a short discussion it was agreed, on a majority decision, not to pursue the subject.

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

*(a) Cricket Club (PCC)*

Councillor Farnsworth reported on the Cricket Club.

*(b) Poppleton Community Trust*

It was noted that the Executive Committee has not met since 1<sup>st</sup> May so there was no report.

*(c) Battle's Over Armistice Celebration*

Councillor Robson gave an update on the preparations for this event on the evening of 11<sup>th</sup> November including a gas fired brazier, obtaining a band and choir.

*(d) Youth Club*

Councillor Langford reported that there still hasn't been a committee meeting to report on although a meeting was pending.

*(e) Village Show*

Councillor Robson gave an update on the preparations for this event.

*(f) Any other meeting*

None.

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

Reproduced below is a table showing the incidents reported to the police during May 2018.

<u>Date</u>	<u>Incident Type</u>	<u>Details</u>
7 May	Anti-Social Behaviour (ASB)	Farmer complaining that person with dog was worrying his sheep. Dog owner denied this.
9 May	Theft	Wheel clamp stolen from car in Beech Grove; van reported to be going round village collecting scrap
11 May	ASB	A group of travellers has set up camp on Poppleton Bar Park & Ride. On site supervisor is concerned that they will take over the car park and people won't be able to use it over the weekend.

12 May	ASB	More travellers now on site and kids from site riding on scooters.
15 May	ASB	Travellers' children causing a nuisance and harassing passengers at the Park & Ride
20 May	Violence	Man threatened with violence at the White Horse Inn and spreading malicious rumours
23 May	Violence	2 people leaving Millfield Hall were surrounded by group of 12-14 youths on cycles using threatening behaviour
24 May	ASB	Group of builders have been burning old wooden sheds on village Green as instructed by their boss. The Council have been advised and had received several complaints
26 May	ASB	4 families with 4 caravans have moved on to the Park & Ride; 1 caravan blocking the electric charges.
27 May	ASB	Resident in Long Ridge Lane reported that a traffic cone had been left on top of his car.
27 May	Theft	Fixed sign outside driveway in Chantry Gap has been stolen.
29 May	ASB	2 horse-drawn vehicles and 2 caravans have pulled into the motor home area of the Park & Ride site; more arriving all the time.
29 May	ASB	Group of youths have been on the roof of Ousebank Primary School and throwing balls off the roof. 4 youths later seen in the school grounds but no sign of damage or burglary

**18.117 - 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.18.096a)*

It was noted that the bin has still not been replaced. The Clerk is to chase up the City Council to ensure that the bin is replaced soon. **(Action Clerk)**

(b) *Repairs to the fencing in Main Street (Min. 18.096b)*

No news on this subject.

(c) *Privacy notice on the website (Min. 18.092b)*

The Clerk confirmed that the Privacy Notice is on the Parish Council's website.

**18.118 - TO NOTE CORRESPONDENCE RECEIVED**

*18.118.01 - The Clerk referred to the following items of correspondence received since the May Parish Council meeting*

- (a) All Saints Church - Thanks for All Saints grant email
- (b) Bowls Club - Thanks for grant email
- (c) Explore York Libraries & Archives - Thank you for grant letter
- (d) Poppleton Cricket Club - Thank you for grant letter

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

- (a) CYC - A1237 improvement update
- (b) CYC - Submission of York's draft Local Plan
- (c) Environment Agency - York Flood Alleviation Scheme May Newsletter
- (d) Explore York Libraries & Archives - Yortime June 2018
- (e) Julian Sturdy MP – two E-Bulletins
- (f) Poppleton Cricket Club - AGM notice
- (g) YLCA - GDPR - No need for a Data Protection Officer confirmation
- (h) YLCA - NALC Chief Executive's Bulletin No. 21: 25th May 2018
- (i) YLCA - July to September training schedule

**18.119 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 Jun	Poppleton Community Trust AGM	Poppleton Centre/ 7.30pm	All
13 Jun	Battles Over	27 Ebor Way/ 7.30pm	Robson, Langford, Buckle
19 Jun	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson
20 Jun	Cricket Club AGM	Poppleton Centre/ 7.00pm	Farnsworth, Robson
28 Jun	Poppleton Youth Action Group	15 Bankside Close	Langford

**18.120 - TO CONSIDER MINOR MATTERS**

It was noted that all households in Poppleton had received a free copy of the Poppleton History Society's publication *Poppleton Sons of the Great War Remembered*. It was resolved that the Parish Council should recognise the work that the History Society put into the research and the writing of the book. It was agreed that the Chairman should write a letter of appreciation to the History Society. **(Action Chairman)**

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

Budget management policy; producing a Newsletter; rearranging litter bins around the Green area, refurbishing the No Parking/Children's Play Area sign near the Methodist Chapel.

**18.122 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 9 JULY 2018**

The date of the next meeting was agreed as Monday 9 July 2018 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.17pm.

CHAIRMAN .....

DATE.....2018

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