

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 14 MAY 2018

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Bob Binns

Councillor Kathie Brydson

Councillor David Johnson

Councillor Roper Langford

Councillor John Pannell

City Councillor Ian Gillies

Eight members of the public

Mr James Mackman (Clerk)

18.080 - TO ELECT A CHAIRMAN FOR THE YEAR

Councillor Robson was unanimously elected as Chairman.

18.081 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Robson signed the Declaration of Office.

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

None.

18.083 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and approved from Councillors Buckle, Crabb and Farnsworth.

18.084 - 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	Vacant
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

18.085 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 APRIL 2018

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

18.086 - PUBLIC PARTICIPATION

Two residents made representation on the subject of the planning application for 5 Cherry Grove.

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

Councillor Gillies reported that: -

- The travellers who descended on the A59 Park & Ride site today have been given a 48-hour notice to quit
- The dog waste bin in Chantry Gap has been replaced
- The Lord Collingwood was awarded Asset of Community Value status today
- He is pursuing the subject of the car park at the railway station
- The enforcement notice on the car wash at Wyevale has been quashed

18.088 - PLANNING APPLICATIONS

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

Details of Planning Application	Comments
Ref: 17/01968/FUL – Erection of dormer bungalow to rear of 5 Cherry Grove (resubmission).	The Councillors reaffirmed their objections to the new planning resubmission (see minute 17.216a) and considered the proposals for the drainage of the land to be unacceptable. They also confirmed that they wished for the planning application to be called in.
Ref: 18/00809/FUL – Single-storey rear extension at 2 Cherry Grove.	No objections
Ref: 18/00820/TPO – Crown reduce and thin Ash tree protected by Tree Preservation Order no. 1/1970 at 9 Bankside Close.	No objections
Ref: 18/00837/FUL – Two-storey and single-storey front extension and single-storey rear extensions at 21 Springfield Road.	No objections
Ref: 18/00897/TCA – Crown reduce Yew tree in a Conservation Area at Mill Wray, 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: 17/02748/FUL – Extension to bed and breakfast accommodation to form two bed and three bed self-catering accommodation and two-storey extension to residential property at Crescent Farm, Hodgson Lane by Mr Rob Whamond.
- Ref: 17/03031/FUL – Single-storey rear extension, front porch extension and replacement detached garage to rear at 20 Station Road.
- Ref: 17/03051/FUL – Replacement of existing fence with a brick wall and iron railings and replacement of UPVC windows to timber windows at Dene Holm, The Green.

- Ref: 18/00213/FUL – Single-storey side extension and dormer to rear at 3 Allerton Drive
- Ref: 18/00572/FUL – Single-storey rear extension following removal of conservatory at Copper Beech, Hodgson Lane.

18.089 - 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 14 May 2018. The report reflected the receipts and payments below. The bank balances at 14 May were: -

Current Account	£500.00
Business Money Manager Account	£22,714.41

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

1915	YLCA	Annual subscription	£549.00
1916	Cancelled		£0.00
1917	Poppleton Youth Action Group	Grant	£1,500.00
1918	Poppleton Under Fives	Grant	£500.00
1919	Acer Garden Services	Greens grass cutting	£198.00
1920	Poppleton Community Trust	Room hire – April	£21.40
1921	Came & Co	Annual insurance premium	£854.48
1922	James Mackman	Salary – May	£513.04
1923	HM Revenue & Customs	Income tax – May	£128.20
1924	James Mackman	Expenses	£12.33

(c) To receive a report on income received

Two allotment tenants	Allotment rent for 2018-19	£26.25
City of York Council	1 st half-year's precept	£10,918.00

(d) To consider a request from Poppleton Library for grant of £1,750 towards new carpet tiles
This was agreed.

(e) To consider a request from All Saints Church for payment of this year's grant as provided in the budget (£850)
This was agreed.

(f) To consider a request from Flower Power for payment of this year's grant as provided in the budget (£500)
This was agreed.

(g) To consider a request from Poppleton Cricket Club for £4,000 from the Section 106 funds
This was agreed.

(h) To consider a request from Poppleton Bowls Club for payment of this year's grant as provided in the budget (£500)
This was agreed.

18.090 - 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

Only one quotation had been received. It was agreed to defer a making a decision until two more quotations were to hand.

(b) Events – to approve the use of the Green for the Village Show on 18 August 2018
This was agreed.

(c) Maintenance including the continuing presence of moles
The Clerk is to obtain quotations for removing moles. **(Action Clerk)**

(d) Allotments
The Clerk reported that he had now received all the allotment rent. He also reported that one of the tenants had given up his allotment but that the next person on the waiting list had taken on the allotment and signed a Tenancy Agreement.

(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 the two-year agreement on the supply of electricity to the Guld hut was about to expire and several suppliers had expressed interest on taking on the contract. The Councillors agreed to authorise the Clerk to negotiate the best deal. **(Action Clerk)**

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

(a) To consider reports on vandalism
No reports.

(b) To receive other reports
No reports.

18.092 – GENERAL DATA PROTECTION REGULATION (GDPR)

(a) To agree the Parish Council's Privacy Notice for publication
The Councillors agreed to adopt the Privacy Notice that the Clerk had circulated prior to the meeting. This is to be displayed on the Parish Council's website. **(Action Clerk)**

(b) To consider the Inventory of Personal Data Captured, Stored and Processed by Upper Poppleton Parish Council as required by the new Act
The Chairman reported that he had looked at the spreadsheet prepared by the Clerk and that, in his opinion, the Council was conforming with the requirements of the GDPR. The Councillors accepted the Chairman's verbal report.

18.093 – TO CONSIDER COUNCILLORS' AND CLERK'S TRAINING

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

18.094 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Cricket Club (PCC)
Councillor Robson reported that the Cricket Club has bought a Honda grass cutter. The first Junior match was played last Friday and Poppleton won by 28 runs.

(b) Poppleton Community Trust
It was noted that the minutes of the Executive Committee meeting held on 1st May are about to be circulated.

(c) Battle's Over Armistice Celebration
Councillor Robson reported that he had met with a Nether Poppleton Parish Council representative and drawn up plans for the event. The brazier/beacon has been ordered.

(d) Youth Club

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

(e) YLCA Planning Seminar, 27th April

Councillor Brydson mentioned this seminar and that a report of the proceedings had been sent to Councillors.

(f) Any other meeting

It was reported that the Village Show programme is now available.

18.095 - TO RECEIVE A REPORT ON VILLAGE POLICING

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

<u>Date</u>	<u>Incident Type</u>	<u>Details</u>
15 Apr	Anti-Social Behaviour (ASB)	Three traveller caravans arrived at Poppleton Bar Park and Ride and setting up camp at back of car park. When car park gates are closed, they force them open so more travellers expected to arrive.
24 Apr	Drug Offences	Driver and passenger in car on A59 seen rolling a cannabis cigarette on garage forecourt.
22 Apr & 28 Apr	Theft	Items stolen from garden in Dikelands Lane on 22 nd include batteries and odd pieces of lead and copper. Homeowner thinks they came back again on 28 th as lock on one shed broken and attempted entry into another shed.

18.096 - 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. 18.074a)

The Clerk reported that City Council has told him the bin will be replaced by the beginning of June 2018.

(b) Repairs to the fencing in Main Street (Min. 18.074c)

It was reported that the broken fence has been mended but that the leaning fence has not been straightened. The Clerk is to report this to the City Council. **(Action Clerk)**

(c) Repairing the bracket on seat in front of the Methodist Church hall (Min. 18.069cii)

It was noted that the seat has been repaired.

18.097 - TO NOTE CORRESPONDENCE RECEIVED

18.097.01 - The Clerk referred to the following items of correspondence received since the April Parish Council meeting

- (a) CYC - Lord Collingwood ACV confirmation
- (b) HMRC - New VAT reference number
- (c) Information Commissioner's Office - Certificate of Registration
- (d) Poppleton Youth Action Group - Thanks for grant email
- (e) YLCA - Data Protection Office provision notice
- (f) YLCA - GDPR update

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

- (a) CYC - Dead tree at 48a Long Ridge Lane
- (b) Explore York Libraries & Archives - Yortime May 2018
- (c) Julian Sturdy MP - E-Bulletin
- (d) Lord Nelson Group - Update
- (e) Millennium Green Trust – invitation to event
- (f) Police - Staffing arrangements for April
- (g) Poppleton Community Trust - Agenda for PCT Exec meeting on 1 May
- (h) YLCA - Consultation paper - Unauthorised development and encampments
- (i) YLCA - Joint Standards Board invitation
- (j) YLCA - NALC Chief Executive's Bulletin 18

18.098 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
30 Apr	Battles Over	27 Ebor Way/ 7.30pm	Robson, Langford, Buckle
12 Jun	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Brydson
2 May	Cricket Club	Poppleton Centre/ 7.00pm	Farnsworth, Robson

18.099 - TO CONSIDER MINOR MATTERS

None.

18.100 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

To review the Parish Council’s procedure for dealing with planning applications.

18.101 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 11 JUNE 2018

The date of the next meeting was agreed as Monday 11 June 2018 at 7.00pm.

There being no other business the Chairman closed the meeting at 8.45pm.

CHAIRMAN

DATE.....2018

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