

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE COMMUNITY CENTRE, UPPER POPPLETON, AT 7.30PM ON MONDAY, 21 MAY 2007

#### PRESENT:

Cllr. P H F Powell (Vice-Chairman)

Cllr. G A Bradley

Mr B J W Mackman (Clerk)

Cllr. F A Brown

Cllr. P Knowles.

Cllr. C Robinson.

#### PUBLIC PARTICIPATION

None.

#### 07/084 - ELECTION OF CHAIRMAN

Councillor Peter Powell in the chair asked for nominations for chairman for the forthcoming year.

Councillor Tomlinson was proposed and seconded and elected as Chairman. As Councillor Tomlinson was absent from the meeting it was resolved that Councillor Powell act as Chairman for the remainder of the meeting.

#### 07/085 - RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

The Declaration is to be signed prior to Councillor Tomlinson chairing the next meeting.

#### 07/086 - CONFIRMATION OF COUNCILLORS' DECLARATIONS OF OFFICE

The Clerk confirmed that all the Councillors present had signed their respective Declarations of Office.

#### 07/087 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

Councillor Bradley declared a prejudicial interest in agenda item **07/099**. Councillor Powell declared a personal interest in agenda item **07/089g**.

#### 07/088 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors John Craven and David Tomlinson.

#### 07/089 - ANNUAL APPOINTMENTS

	<b>OFFICE</b>	<b>COUNCILLORS</b>
(a) A	Vice-Chairman	Powell
(b) B	Planning Committee	Powell, Knowles, Tomlinson
(c) C	Ainsty Group of Parishes Representatives	Powell, Tomlinson
(d) D	Cycle/Footpath Parish Links Representative	Bradley, Tomlinson, Robinson
(e) E	Moat Fields Management Group Representative	Craven
(f) F	Neighbourhood Watch Co-ordinator	None
(g) G	Poppleton Community Trust Observers	Tomlinson
(h) H	Poppleton Ousebank School Governors Representative	Robinson
(i) I	Poppleton Youth Action Group Representative	Knowles
(j)	Rural West York Ward Team Representative	Tomlinson
(k)	Ward Committee Representatives	Powell, Tomlinson
(l)	Wildlife Trust Representative	Brown, Robinson

	<b>OFFICE</b>	<b>COUNCILLORS</b>
(m)	Yorkshire Local Councils Associations Representatives	Bradley, Powell
(n)	Environmental Co-ordinator	Brown
(o)	Joint Police Liaison Group	Powell, Robinson

**07/090 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 16 APRIL 2007**

The minutes of the Parish Council meeting held on 16 April 2007, having been circulated, were approved and signed.

**07/091 - CLERK'S REPORT**

*(a) CYC response to NPPC letter re PCT (Min. 07/044g)*

The Clerk reported that he still had not had response from a City Council Officer on this subject. The Councillors expressed their anger about this and insisted that the Clerk solicit a response. **(Action Clerk)**

*(b) Progress on Footpath No.4 problems (Min. 07/064a)*

No visible progress was reported on this subject. It was agreed that the Clerk should ensure that the City Council cut back the nettles as per the new agreement. **(Action Clerk)**

*(c) Progress on replacing the litter bin by the Millfield Lane bus stop (Min. 07/064b)*

The litter bin has not been replaced. The City Council has the bin in stock and is waiting to hear the result of the Parish Councillor's visit to the resident who complained before installing the bin. **(Action Clerk)**

*(d) Progress on replacing the broken concrete rails above the beck in Main Street (Min. 07/064c)*

This subject is now with the City Council's Highways Department and is in the process of being resolved.

*(e) York Design Award result (Min. 07/064f)*

Nether Poppleton's submission has been unsuccessful. The City Council is planning to display the winning submissions at the Tithe Barn some time in July.

**07/092 - TO CONSIDER CORRESPONDENCE RECEIVED BY THE CLERK**

*07/092/1 - The Clerk read or referred to the following items of correspondence*

(a) A letter from the City Council giving notice of a Development Control seminar. It was agreed that no Councillor would go.

*07/092/2 - It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

(a) Clerk & Councils Direct - May 2007, Issue 51

(b) CPRE – North Yorkshire Branch report, April 2007

(c) NALC - LCR, May 2007

(d) North Yorkshire Criminal Justice Board - North Yorkshire CJB, Issue 3

(e) Upper Poppleton Parish Council - Minutes of 2 April

(f) York Hospitals - Cancer & Palliative Care Group literature

**07/093 - FINANCE**

*(a) Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 21 May 2007. The report reflected the receipts and payments below. The bank balances at 21 May were:

Current Account	£385.98
Business Money Manager Account	£18,504.67
National Savings Investment Account	£13,494.03

*(b) Accounts for payment (net of VAT);*

1018.	Peter Turpin Associates	Newsletter	£259.00
1019.	James Mackman	Clerks expenses	£15.78
1020.	YLCA	Annual subscription	£400.00
1021.	SLCC Enterprises	Wakefield Conference	£40.00
1022.	James Mackman	Salary – April	£397.25
1023.	Post Office Ltd	Tax & NI	£135.17
1024.	James Mackman	Salary – May	£397.25
1025.	Post Office Ltd	Tax & NI	£135.17
1026.	Poppleton Community Trust	Room hire - April	£16.00

*(c) Income Received*

City of York Council	First half year's precept	£8,600.00
Sir Thomas Glemham Regiment	Cart Shed rent	£75.00
Poppleton Tithe Barn Trust	Cart Shed rent	£75.00
HMCE	VAT refund	£901.90

*(d) To consider the subscriptions for the current financial year*

It was agreed that the Parish Council would subscribe to the following organisations in the forthcoming year. YLCA, YRCC, Open Spaces Society, SLCC, CPRE and Local Council Review.

*(e) To consider renewing the insurance policy with Allianz Cornhill - £820.84*

The Councillors considered the schedule of assets produced by the Clerk as well as the other items of insurance. It was resolved that the premium be paid.

*(f) To sign 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 the questions was "Yes" except for point 6 which says "we have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems and carried out a review of its effectiveness". This is a new condition and the Parish Council did not carry this out during the year ended 31 March 2007. It was agreed that point 6 would be considered and implemented as soon as possible. The Clerk gave an explanation of the figures in the Statement of Accounts. It was agreed that the Chairman and the Clerk should sign Sections 1 and 2 on the Annual Return.

**07/094 - PLANNING APPLICATIONS**

*(a) To consider the following planning applications*

The Clerk had circulated a detailed list of current outstanding planning applications prior to the meeting. Consideration was given to the following new applications:

Ref: 07/00757/FUL – Two-storey pitched roof side extension following demolition of garage at 4 Poppleton Hall Gardens by Mr & Mrs J R Dunning.	No objections
Ref: 07/00820/FUL – Display of 2no. internally illuminated fascia signs, 1no. non-illuminated entrance sign, 1no. internally illuminated totem sign and 2no. non-illuminated directional signs, 6no. flagpoles and flag advertisements at Brecks Saab, Great North Way by Brecks.	No objections
Ref: 07/00841/FUL – Pitched roof dormer window to front roof slope at 4 Nursery	No objections

Road by Mrs E Bilton.	
Ref: 07/00914/TPO – Fell Sycamore (T8-T9); Fell Holly (T10-T13) trees protected by Tree Preservation Order 14/1996 at 5 Fox Garth by Jason Coleman.	The Parish Council regrets that the seventeen trees need to be removed from the three sites. It would like to have a guarantee from the City Council that the trees will be replaced with a similar number of appropriate trees.
Ref: 07/00915/TPO – Fell Willow (T14-T17) protected by Tree Preservation Order 14/1996 at Rivers Edge, 6 Fox Garth by Jason Coleman.	The Parish Council regrets that the seventeen trees need to be removed from the three sites. It would like to have a guarantee from the City Council that the trees will be replaced with a similar number of appropriate trees.
Ref: 07/00917/TPO – Fell Willow (T1); Fell Sycamore (T2-T6); Prune Holly (T7); Trees protected by Tree Preservation Order 14/1996 at Sandham House, Main Street by Jason Coleman.	The Parish Council regrets that the seventeen trees need to be removed from the three sites. It would like to have a guarantee from the City Council that the trees will be replaced with a similar number of appropriate trees.
Ref: 07/00933/FUL – One and two-storey pitched roof rear extension at 23 Calder Avenue by Mr D Turnbull.	No objections

*(b) To note Local Authority Planning Decisions*

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

Ref: 06/02200/GRG3 - Erection of two-storey school building with associated car parking, playing fields, tennis courts and all-weather pitch at proposed Manor Church of England School site, Millfield Lane by York Diocesan Board of Finance.

Ref: 07/00138/FULM – Erection of building comprising office and industrial units at Millfield Works, Millfield Lane by London Ebor Developments Pension Fund.

Ref: 07/00343/FUL – First floor side extension at 30 Millfield Gardens by Mr D Otley.

Ref: 07/00359/FUL – Single-storey pitched roof side extension at 33 Main Street by Mr & Mrs Edwards.

Ref: 07/00366/FUL – Single-storey side and rear extensions after demolition of existing garage and outbuildings to side at 5 Main Street by Dr and Mrs R Adams. – (Revised design)

Ref: 07/00367/LBC – Single-storey side and rear extensions after demolition of existing garage and outbuildings to side at 5 Main Street by Dr and Mrs R Adams.

Ref: 07/00464/FUL – Single-storey pitched roof side extension and rooflights to front and rear (resubmission) at 3 Church Lane by Mr & Mrs S Mann.

The following application was approved except that one of the yew trees is not to be felled as no arboricultural evidence has been provided to justify its removal.

Ref: 07/00572/TPO – Fell Leylandii, Holly, Yew x 2; Crown clean Sycamore (T3); Reduce by 20% Lime x 3 and Crown lift to 5m and crown clean Sycamore (T9;) trees protected by Tree Preservation Order 1/1970 at 4 Poppleton Hall Gardens by Mr B Dunning.

**07/095 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Grass cutting*

Despite instructions not to cut the grass in the field adjacent to Saxe Dane Lodge the contractors had cut the whole area and the Clerk was instructed to complain about this. **(Action Clerk)**

*(b) To consider the report of Moat Fields Management meeting of 7 May*

It was agreed that full discussion on this subject be deferred until the June meeting when all Councillors should be present.

*(c) Progress on acquiring stones for the seats on the Moat Fields*

In the absence of Councillor Craven it was agreed to defer discussion on this subject until the June meeting. **(Action Councillor Craven)**

*(d) Proposals by Poppleton Scouts for replanting the War Memorial and planting bulbs along Main Street*

This is the Scouts Centenary Year and Poppleton Scouts had asked if they could clear weeds from the War Memorial and replant it with blue aubrietia. Also, they asked if they could plant bulbs by the fence between the War Memorial and Saxe Dane Lodge. The Councillors were happy to accept these offers.

*(e) Preservation of grass verges*

Discussion on this subject followed receipt of a letter from a resident. It was agreed that the Parish Council has no power to deal with the problem directly but would pass the matter to the City Council.

#### **07/096 - TO RECEIVE A REPORT ON VILLAGE POLICING**

Special Constable Jerry Holland had produced a list of incidents in Poppleton which had been reported to the police during the period from April to May. The figures exclude all road traffic offences and collisions and only include incidents where an offence was found to have been committed. There had been fifteen incidents in Nether Poppleton. These were: two cases of burglary dwelling, one burglary-business, two other thefts, one act of criminal damage, five nuisance youths/behaviour, two nuisance vehicles and two loose horses.

The Clerk produced a spreadsheet showing all the monthly figures from August 2006 to date.

#### **07/097 - TO DISCUSS THE PROPOSED CHANGES TO PLANNING OBLIGATIONS WITH RESPECT TO SECTION 106 AGREEMENTS**

There was confusion over the subject of this item and the Clerk was asked to seek clarification. **(Action Clerk)**

#### **07/098 - TO RECEIVE A REPORT ON THE PROPOSED CIRCULAR PUBLIC FOOTPATH TO THE BUSINESS PARK**

Councillor Tomlinson will present a full report at the June meeting when the subject will be discussed. **(Action Councillor Tomlinson)**

#### **07/099- TO CONSIDER A REQUEST FROM POPPLETON OUSEBANK PRIMARY SCHOOL FOR FUNDING FOR THE REDEVELOPMENT OF THE SCHOOL POND**

Prior to the discussion Councillor Bradley left the room. It was agreed to defer a discussion on this subject until the June meeting when all Councillors would be present. In the meantime Councillor Robinson, as School Governor, was asked to enquire if the school had approached other organisations for funding. As soon as the discussion ended Councillor Bradley took his place in the meeting. **(Action Councillor Robinson)**

#### **07/100 – TO CONSIDER SUPPORT FOR THE PHYSICAL MANAGEMENT OF THE MILLENNIUM FIELD.**

It was noted that whilst the Wildlife Area is in good shape the appearance of the Millennium Field is raising concerns. The Councillors agreed that the Parish Council's concerns should be conveyed to the Millennium Field Trust. **(Action Clerk)**

#### **07/101 - TO CONSIDER ACTION REGARDING A COMPLAINT ABOUT CAR PARKING IN MILLFIELD LANE**

The Parish Council had received a complaint about the number of cars parked along the grass verge outside the football field in Millfield Lane at weekends when the football field is being used. Research

has shown that most of the cars are from outside the village. No damage to the verge has been observed. It was agreed that the parking of these cars is not the responsibility of the Parish Council and in the event of damage this will be reported to the City Council.

**07/102 TO ADOPT THE STANDARD BOARD'S MODEL CODE OF CONDUCT FOR PARISH AND TOWN COUNCILS 2007 INCLUDING PARAGRAPH 12**

The Clerk explained that the new Model Code of Conduct came into operation on 3 May. It covers all branches of Government, not just Parish Councils. Paragraph 12 does not apply to Parish Councils unless it is specifically adopted. This paragraph relates to prejudicial interests and gives Councillors the same rights as residents to be heard on a subject. It was resolved that the Parish Council adopts the Standard Board's Model Code of Conduct for Parish and Town Councils including the whole of paragraph 12 of the Code.

**07/103 – TO AGREE TO INVITE THE NEWLY ELECTED CITY COUNCILLORS TO THE JUNE PARISH COUNCIL MEETING**

It was agreed that the three newly elected Conservative Ward Councillors be invited to the June meeting. (Action Clerk)

**07/104 TO RECEIVE REPRESENTATIVES' REPORTS**

Councillor Powell reported on:-

(a) *The Joint Police Liaison Group meeting of 21 May.*

- i. The police reported a successful visit to the Community Centre car park on 13<sup>th</sup> May when they electronically tagged approximately 140 cycles. The Community Police vehicle also visited the Poppleton Children's Sports Day on 28<sup>th</sup> May when the Community Policeman was present to answer questions from members of the public.  
The police are trying to maintain a higher profile to deter any crime although the statistics indicated that crime in the Poppletons was low. However, the objective was to keep it minimal and to avoid any hint of complacency.
- ii. Councillors expressed concern about anti-social behaviour, mainly on the Maypole Green, particularly on Friday and Saturday evenings. The police are well aware of the small number of youths responsible. If any are caught breaking the law, the police assured the meeting that they would be prosecuted. The police will have more foot patrols around the area at appropriate times.
- iii. A further issue was concerns about traffic speeding, particularly along Millfield Lane and Long Ridge Lane. Mobile speed cameras have been used occasionally recently and several drivers caught. The main culprits are Poppleton drivers and the majority were over 50 years of age!

(b) *The Community Trust Executive meeting of 17 May.*

Boiler problems have been overcome and a maintenance contract set up. For a trial period the bar is open on Monday evenings. The Development Working Party has produced its first report looking at restructuring of management of facilities and staff and possible development of Foyer/Bar/Conservatory area. The new 200 Club has been launched and the first draw made.

**07/105 TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS**

Councillor Knowles requested that it be recorded, on behalf of the Parish Council, our thanks for the work and other commitments by the former City Councillors - Janet Hopton (who had not sought re-election in May) Glen Bradley who had carried out a great deal of case work and Quentin Macdonald who had especially worked behind the scenes, over the years that they had represented the village and the Ward. All the Parish Councillors were unanimous in agreeing with this sentiment.

**07/106 - TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
7 June	YLCA York Branch	William House, Skelton/ 7.30pm	Bradley, Powell
21 June	Community Trust Executive	Community Centre/ 7.30pm	Tomlinson

**07/107 TO AGREE THE DATE OF NEXT MEETING AS MONDAY 18 JUNE 2007**

It was agreed the next meeting would be held at 7.30pm at the Community Centre on Monday 18 June 2007.

The meeting closed at 10.17 pm

Chairman.....2007

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