

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 15 SEPTEMBER 2008

PRESENT:

Cllr. G A Bradley (Chairman)

Cllr. F A Brown

Upper Poppleton Parish Councillor, Peter Hawkins

Cllr. J L Craven

Cllr. P H F Powell

Mr B J W Mackman (Clerk)

Cllr. C Robinson

Cllr. D M Tomlinson

PRESENTATION OF “NO COLD CALLING ZONES” BY DAWN CLARKSON

Dawn Clarkson, the City Council’s Trading Standards Project Officer, spoke about “No Cold Calling Zones.” She said that:-

- Cold calling is not illegal
- No cold calling zones have been in operation for five years
- Zones are usually small areas, not necessarily whole streets
- Residents request that an area becomes a no cold calling zone by completing a request form
- A survey is carried out to see if all residents agree
- The police are asked to support a zone
- If the majority of residents agree, a zone is created
- If there is an objection then there is no zone

Councillors asked Dawn a number of questions and the following information was imparted

- The largest zone is about 30 houses
- Human rights legislation gives a person the right to cold call
- The restriction on cold callers needs to be realistic. Existing traders such as Avon are allowed. Religious groups are allowed. High pressure salesmen are not
- There is no minimum number of houses in a zone

Dawn gave out a leaflet listing motor traders in York that have been vetted by the Trading Standards Department and other information for circulation.

PUBLIC PARTICIPATION

None

08/186 – ELECTION OF CHAIRMAN

Councillor Tomlinson, the retiring Chairman, opened the meeting and asked for nominations for the vacant post of Chairman. The Councillors elected Councillor Bradley to be Chairman. Councillor Bradley signed the Declaration of Office. He thanked Councillor Tomlinson for having done a marvellous job during his time as Chairman.

08/187 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

Councillor Bradley, as an employee of BT, declared a personal interest in agenda item 08/199.

08/188 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Shannon and City Councillor Ian Gillies.

08/189 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 18 AUGUST 2008

The minutes of the Parish Council meeting held on 18 August 2008, having been circulated, were approved and signed.

08/190 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

No report as Councillor Gillies was away and had sent his apologies

08/191 - CLERK'S REPORT:

(a) *Progress on Saxe Dane Lodge's fence (Min. 08/168c)*

The Clerk reported that several City Council Officers were involved in looking at the problem with the fence that runs between Main Street and the river. The Councillors believe has been built the wrong way round in that the supports should be facing Saxe Dane Lodge and not the Common Land. The question as to whether or not the fence has been constructed on Parish Council land was asked. It was agreed that the Parish Council ask the Land Registry for a document that would show the boundary between Saxe Dane Lodge and the Common Land.

An extension of the fence has now been built inside the hedge paralleling Main Street. The Parish Councillors commented on the height, appearance and appropriateness of the fence. City Council Officers are looking to see if this conforms with the planning regulations that apply in a Conservation Area.

08/192 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

08/192/1 - The Clerk read or referred to the following items:-

- (a) A letter from the 2nd Poppleton Brownies thanking the Parish Council for its donation
- (b) A letter from Janet Hopton thanking the Parish Council for supporting the York World Heritage site proposition
- (c) A letter from Rob Holliday of the Millennium Green Trust thanking the Parish Council for its donation
- (d) A letter from the City Council asking for comments on the Skelton Village Design Statement. The Councillors agreed that they had only positive comments to give

08/192/2 - *It was agreed that the correspondence received since the August meeting, as listed below, be circulated to the Councillors*

- (a) Clerk & Councils Direct - September 2008, Issue 59
- (b) CPRE - 80th Anniversary booklet
- (c) CPRE - Fieldwork, September 2008
- (d) NALC - LCR Volume 60, No 3 - September 2008
- (e) Upper Poppleton Parish Council - Minutes of 14 July
- (f) YOPF - Newsletter August 2008
- (g) YRCC - Country Air etc

08/193 - FINANCE

(a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 15 September 2008. The report reflected the receipts and payments below. The bank balances at 15 September were:

Current Account	£200.00
Business Money Manager Account	£20,973.89
National Savings Investment Account	£14,044.22

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

1155	Millennium Green Trust	Donation	£500.00
1156	Ryland Horticulture	Tree work on the Common Land	£1,312.50
1157	James Mackman	Expenses	£45.29
1158	James Mackman	Salary – September	£418.53
1159	Post Office Ltd	Tax & NI	£126.14
1160	Poppleton Community Trust	Room hire	£36.00
1161	Peter Turpin Associates	Summer Newsletter	£259.00
1162	Linda Cariss	Internal audit fee	£80.00

(c) Income Received

HSBC	Interest	£161.62
HM Customs & Excise	VAT refund	£168.81

(d) To receive the Internal Auditor's report

The Parish Council's internal auditor, Linda Cariss, had submitted a report on the audit work she had undertaken using the Parish Council's specification as her guideline. Mrs Cariss reported – "that in all significant respects the objectives have been achieved throughout the financial year to a standard adequate to meet the needs of the Parish Council. The Parish Council's records are such that I have no comments, adverse or constructive to make in this year's audit."

The Councillors noted Mrs Cariss's comments.

(e) To agree to acquire a wreath for Remembrance Sunday

It was agreed to buy a wreath. **(Action Clerk)**

(f) To consider making a donation to Mencap

A letter from the Harrogate District Branch of Mencap asking for funds was discussed. It was agreed that no donation would be made and that Mencap be thanked for their letter but told that the Parish Council has limited funds available and uses them to support village charities. **(Action Clerk)**

08/194 - 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 applications:

Ref: 08/01967/FUL – Pitched roof detached double garage to rear at 34 Church Lane by Mr Robert Pulleyn.	Whilst not objecting to the proposal, taking into consideration the extensive alterations and extensions already carried out, we consider that, as part of the permission, conditions should be set to include removal of any further development rights. This will ensure that the open aspect at that end of the village remains.
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Ref: 08/02039/FUL – Two-storey pitched roof front extension with dormer following demolition of existing flat roof extension at 8 Linton Road by Professor Andy Smith.	No objections
Ref: 08/02118/TCA – Crown reduce holly by 1m, crown reduce by 33% corkscrew willow. Remove dead limb on cherry. Trees on the Conservation Area at Well House, 8 Fox Garth by Mrs Christine Hoather.	No objections

(b) To note Local Authority Planning Decisions

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

Ref: 08/01489/TCA – Fell Leylandii in the Conservation Area at 8 Church Lane by Mrs Pamela Buckham.

Ref: 08/01734/FUL – Alterations and extensions to existing wash bay to create three-bay area at Alexander's, Great North Way by Alexander's Saab.

It was noted that the following application had been refused:

Ref: 08/01283/FUL – Two-storey front/side extension including canopy to entrance (resubmission of 07/02747/FUL) at 5 Poppleton Hall Gardens by Mr David Hamilton.

08/195 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

i. Councillor Brown reported that she had looked at the grass cutting specification and suggested alterations to the area of grass to be cut on the Common Land between Saxe Dane Lodge and the beck. The new wording was agreed and will be part of the tendering process in due course.

ii. Councillor Powell said that the vegetation and rubbish at the bottom of the hedge in Main Street needs to be cleared. It was agreed to form a working party to do the work – meeting at 2.00pm on Monday 20 October.

iii. It was agreed that the sides of the path between the pumping station and the river should be strimmed in May and August each year.

(b) The Himalayan Balsam & weeds on the river bank

The Himalayan Balsam along the riverbank has become a problem and is spreading quickly. It was agreed that quotations be obtained from licensed contractors to spray the affected area with *Depitox*. The work needs to be done before the balsam flowers next year. It was also agreed to obtain a quotation for cutting down and taking away the existing balsam. **(Action Clerk)**

(c) Acquiring daffodil bulbs for winter planting in Millfield Lane

It was agreed that 1,000 daffodil bulbs be acquired from J Parker Dutch Bulbs (Wholesale) Co at a cost of £165.95 net of VAT.

(d) The Moat Fields

No report.

(e) Progress on resurfacing the car park next to St Everilda's in Church Lane and grant funding application

A letter had been sent to Network Rail together with a copy of the easement granted to Network Rail's predecessor. No reply had been received from the person dealing with the subject. She is currently on holiday and will be contacted on her return to work. **(Action Clerk)**

08/196- TO RECEIVE A REPORT ON VILLAGE POLICING

The following report on incidents in Nether Poppleton had been received from PC 937 Anna Tyldesley, Dedicated Police Officer, Safer Neighbourhood Team, Fulford, Rural West, Bishopthorpe and Wheldrake Wards.

7 Aug	Shed break in - the shed was insecure - hedge trimmer and strimmer stolen.	Church Lane
11 Aug	Commercial burglary	Millfield Lane
19 Aug	Vehicle broken into - stereo stolen	Millfield Lane Business Park
23 Aug	Dwelling Burglary - neighbour has been arrested - all people involved known to police.	Severn Green

Councillor Powell reported that the incidence of metal theft is rising, especially from skips.

08/197 – TO RECEIVE A REPORT ON PROGRESS ON THE PROVISION OF A YOUTH SHELTER AND GRANT FUNDING APPLICATION

The Clerk reported that Upper Poppleton Parish Council has agreed to apply for grant funding. Councillor Bradley said that there was likely to be a price increase and would find out what the revised price would be.

It was agreed that Yorventure be asked if the quotation for the shelter chosen by the village youth would be acceptable or would competitive quotations be needed. **(Action Clerk)**

08/198 – TO AGREE PROGRESS ON THE CIRCULAR PUBLIC FOOTPATH

City Councillor Ian Gillies had reported that he had spoken to the City Council's Legal Department about the footpath and had been advised that there could be a two-year delay in dealing with the subject.

08/199 – TO CONSIDER THE FUTURE OF THE PHONE BOX IN CHURCH LANE

BT is planning to remove many of the public phone boxes in the area including the one in Church Lane. Most of the boxes are type K6 which were installed at the time of King George V's Silver Jubilee in 1935. The phone box in Church Lane is a more modern design and the Councillors considered it had no historic significance. It was agreed that there was no objection to the box being removed providing that the site was grassed over. BT is to be informed. **(Action Clerk)**

08/200 – TO REVIEW THE PROGRESS ON UPDATING THE PARISH COUNCIL'S STANDING ORDERS AND FINANCIAL REGULATIONS

Councillor Powell reported that the National Association of Local Councils has not yet released a new set of Standing Orders. It was agreed that work on the subject be deferred until the new Standing Orders are available.

08/201 – TO CONSIDER INVESTIGATING THE NEED FOR ADDITIONAL ALLOTMENTS

It was reported that not all Councillors have read the book "The Law of Allotments" by Paul Clayden. It was agreed to defer discussion until the next meeting. **(Action – All Councillors)**

08/202 – TO CONSIDER THE CREATION OF “NO COLD CALLING ZONES”

The Councillors discussed the subject of introducing No Cold Calling Zones in the village. It was agreed that the idea of the Zones be advertised on village notice boards, on the Parish Council’s website and in the next Newsletter. (Action Clerk)

08/203 – TO RECEIVE REPRESENTATIVES’ REPORTS

(a) *Councillor Tomlinson* reported on the PCT meeting held on 2 September. The minutes of the meeting are to be circulated. There has been a massive improvement in the Centre’s income. Agreement has been reached on the rent paid to the City Council. An annual sum of £2,400 is to be paid for the next ten years.

(b) *Councillor Powell* reported on the Rural West York Team meeting held on 3 September. The date of the Ward Committee meeting was agreed as 15 October at Copmanthorpe School. Starting at 6.30pm there will be a 30-minute surgery. The police will be present. The agenda will include the proposed A59 Park & Ride and Ward Funding.

08/204 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
23 September	School Governors	School	Robinson
2 October	YLCA York Branch	William House/ 7.30pm	Powell, Bradley
4 October	YRCC Village Halls Conference	Melmerby	Powell
14 October	PCT AGM	Poppleton Centre/ 7.00pm	All
15 October	Rural West York Ward Committee	Copmanthorpe School/ 6.30pm	All
TBA	Ainsty Group	TBA	Tomlinson, Powell

08/205 – TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA

Minor Matters

None.

Items for next agenda

Tree work, litter pick, Freedom of Information Act and the kissing gate.

08/206 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 20 OCTOBER

It was agreed that the next meeting would be held at 7.00pm at the Poppleton Centre on Monday 20 October 2008.

The meeting closed at 9.27 pm.

Chairman.....

Date.....

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