

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30PM ON MONDAY, 21 JANUARY 2008

PRESENT:

Cllr. D M Tomlinson (Chairman)

City Cllr. Ian Gillies

Cllr. G A Bradley

Seven members of the public

Cllr. F A Brown

Cllr. J L Craven

Cllr. P H F Powell

Mr B J W Mackman (Clerk)

Cllr. C Robinson.

PUBLIC PARTICIPATION

(a) *Mr Lionel Lennox* spoke about the recently installed handrail at the end of the footpath to Main Street. He expressed his dissatisfaction over the City Council not consulting the Parish Council on the proposed design of the handrail. He also expressed concern about the future maintenance of the area and thought that there could be a problem with litter and grass cutting.

(b) *Mr Dave Doggett* spoke on behalf of the Poppleton Centre. He mentioned that the financial projection made in 2004 showed that the Centre would have broken even in 2008 and that this would have happened if the City Council had not reduced its grant. Mr Doggett said that many people don't appreciate what goes on at the Centre and invited the Councillors to visit the Centre at any time.

(c) *Mr Rod Clarke* said that the employment of a manager for the Poppleton Centre had been an investment. Income had doubled from £16k to £32k since the manager had been employed. He said that expenditure is kept under tight control.

(d) *Mrs Elizabeth Parker* representing All Saints Church Hall said that a Development Committee had been created in 2006 to oversee the refurbishment of the Hall which is celebrating its hundredth anniversary in 2009. Work done to date includes the new heating system, emergency lighting, fire doors in the Reading Room and refurbishment of the toilets. Funding to date has been raised from events and £2,700 from Upper Poppleton Parish Council. Work to be done includes moving the small kitchen to where the larger office is located and rebuilding the office where the kitchen is now. This work will cost £13,000 and she asked that the Parish Council contribute half this sum.

Councillor Powell asked if the money received from the sale of Dodsworth Hall could be used to pay for the refurbishment. Mrs Parker explained that the money can only be used for educational purposes. It can't be used for any refurbishment

08/001 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

Councillor Craven said that the Standards Board had written to him to say that he did not have an interest in the Poppleton Centre so he was not going to declare an interest in the subject. Councillor Powell also declared that he did not have an interest in the subject of the Poppleton Centre.

08/002 - TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors being present there were no apologies for absence. The Clerk read a letter of resignation from Peter Knowles. The Councillors expressed their thanks for the work and effort that Peter had given to the Parish Council especially as the Council's representative on the Poppleton Youth Action Group and asked that an appropriate letter be sent to Peter.

08/003 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 21 NOVEMBER 2007

The minutes of the Parish Council meeting held on 21 November 2007, having been circulated, were approved and signed.

08/004 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS

Councillor Gillies reported that:-

- (a) There is a debate as to where the bus stop will be located in Millfield Lane when the new Manor School is completed.
- (b) The City Council's Enforcement Officer has taken photographs of the advertising signs which have appeared at the entrance to the Business Park.
- (c) Amey's quotation for installing the rest of the lighting in Poppleton Park has been accepted and that works should be completed in a few weeks.
- (d) Leeds City Region has £94 million at its disposal. There is to be a meeting with Carolyn Flint in February to ask for £24 million for the A59 Park & Ride.
- (e) The Ward Committee had asked the City Council Officers if Parish Councils could be given Ward Committee money and had been advised that this is not possible.

08/005 - CLERK'S REPORT:

(a) Progress on replacing the broken concrete rails above the beck in Main Street (Min. 07/214a)

The bank between the rails and the beck is collapsing and has been fenced off with plastic fencing. The bank and the rails will be repaired.

(b) Progress on new internal audit procedure (Min. 07/214b)

The Chairman, Councillor Powell and the Clerk met in December and agreed a procedure to be put to the Parish Council for confirmation. This will be on the agenda for the February meeting.

(c) Progress on improving access through the kissing gate adjacent to the Wildlife pond (Min. 07/214c)

There is no progress on this subject but it was noted that there have been indications that kissing gates are not in favour as they don't allow for wheelchair access.

(d) Progress on the proposed circular footpath (Min. 07/214e)

Progress on the subject awaits the reproduction of the old map showing the route as a footpath. Councillor Powell has this in hand.

(e) Progress on the removal the barriers at either end of the snicket that runs between Millfield Lane and Hillcrest Avenue (Min. 07/214f)

The City Council is progressing this.

(f) Progress on the repairs to the fence by the pond (Min. 07/218d)

The fence has been repaired.

(g) *Progress on the refurbishment of the Nether Poppleton sign in Millfield Lane (Min. 07/218e)*

City Council Officer Angus Young has agreed to have the refurbishment carried out at his Department's expense. The work has been given to the City Council's blacksmith.

08/006 - TO CONSIDER CORRESPONDENCE RECEIVED BY THE CLERK

08/006/1 - The Clerk read or referred to the following items:-

- (a) Communities & Local Government – Consultation document
- (b) CYC - Register of Electors from 1 December 2007
- (c) Marston Moor Internal Drainage Board - Audit completion notice now put on the Church Lane notice board
- (d) Mazars - Annual Return returned together with the External Auditor's report. For 2006-07 Nether Poppleton Parish Council was subjected to an in-depth audit. Mazars gave four comments.
 - i. Section 2, Box 6: In accordance with the requirements of Regulation 6 of the Accounts and Audit Regulations 2003 (as amended) the Council must review the effectiveness of its system of Internal Audit as part of the wider annual review of the system of internal control.
 - ii. The Council should extend its risk assessment to include operational as well as financial risks – refer to NALC/SLCC guidance.
 - iii. The Council should review the level of Fidelity Guarantee Insurance in relation to the level of cash held.
 - iv. The Council should review its assets Register to ensure consistency with the insurance schedule.

It was noted that points i. and iii. have been considered. The other two points will be looked at.
- (e) YRCC - Conference details - 7-9 March 2008

08/006/2 - *It was agreed that the correspondence received since the November meeting, as listed below, be circulated to the Councillors*

- (a) BTCV - BBC Breathing Spaces funding
- (b) CAB - Annual report & accounts to 31 Mar 2007
- (c) CE Electric UK - Information leaflets
- (d) Clerk & Councils Direct - January 2008, Issue 55
- (e) CPRE - Fieldwork, Dec 2007
- (f) CYC - Get Something Extra leaflets
- (g) CYC - Walking for Health leaflets
- (h) Hambleton District Council - Draft Affordable Housing information
- (i) HBC - Local Development Framework info
- (j) J Parker - Bulb Catalogue
- (k) NALC - LCR - Volume 59, No 5, January 2008
- (l) North Yorkshire CJB - Issue four
- (m) NYCC - Minerals & Waste Development Framework video
- (n) Poppleton Wildlife Committee - Minutes of 20 November
- (o) Upper Poppleton Parish Council - Minutes of 12 November
- (p) YOPF – Newsletter – December 2007

08/007 – TO DISCUSS A REQUEST FOR FUNDING FROM

(a) *Poppleton Community Trust for funding in the next financial year*

After discussion it was agreed that the sum of £2,500 be awarded to the Community Trust for revenue purposes. The subject of a grant for capital expenditure would be considered at a

future Parish Council meeting.

(b) All Saints Church Hall towards the refurbishment of the Hall

After discussion it was agreed that no grant be given for any revenue expenditure but that the subject of a grant for capital works would be considered at a future Parish Council meeting.

(c) Poppleton Youth Action Group for the Youth Club

It was agreed that the Youth Action Group be asked to provide accounts before the request for £1,000 could be considered

08/008 - FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 21 January 2008. The report reflected the receipts and payments below. The bank balances at 21 January were:

Current Account	£200.00
Business Money Manager Account	£24,879.43
National Savings Investment Account	£14,044.22

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

1083	James Mackman	Salary – December	£405.87
1084	Post Office Ltd	Tax & NI	£141.11
1086	Ken Falkingham	Fence repairs	£258.85
1087	Mazars	External audit fee	£155.00
1088	Poppleton Community Trust	Room hire	£16.00
1089	James Mackman	Salary – January	£405.87
1090	Post Office Ltd	Tax & NI	£141.11
1091	James Mackman	Expenses	£11.05
1092	Upper Poppleton Parish Council	Adjustment for stationery purchased in 2007	£36.09
1093	Ryland Horticulture	Tree survey	£190.00
1094	CPRE	Subscription	£27.00

(c) Income Received

The Sealed Knot	Cartshed rent	£75.00
National Savings	Bank interest	£550.19
HSBC	Bank interest	£190.94
City of York Council	Grass cutting allowance	£1,175.81
City of York Council	Bus shelter grant	£230.00

(d) To agree to pay a proportion of the Clerk's SLCC subscription

It was agreed that the Parish Council would pay £55.30 towards the total of this year's subscription of £145.00.

(e) To agree the budget for 2008-09

The Councillors agreed the budget as presented by the Clerk.

(f) To set the precept for 2008-09

It was agreed that the precept be set at £21,000.

08/009 - 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: 07/02336/OUT – Outline application for erection of dormer bungalow with access from Millfield Lane (Access only) at 16 Midway Avenue by Alex Connelly.	We object on the following grounds. <ol style="list-style-type: none">1. The proposal causes an impact on the local environment and compromises quality of life for existing residents.2. The scale and design is not compatible with neighbouring buildings in Millfield Lane or Midway Avenue3. The proposal is detrimental to the character and amenity of the local environment — sub division of rear gardens is not acceptable in Poppleton.4. No example is provided to confirm the proposed good design.5. There is not a housing need of this type in the community.6. The site is not housing land. It is designated domestic garden.7. The previous similar application for this site was refused on similar grounds to those above.
Ref: 07/02377/TCA – Crown clean, reduce elongated limbs on Pears x 3 and Oak x 1; Trees in Conservation Area at The Granary, Church Lane by Mark Wray.	No objections
Ref: 07/02415/FUL – Variation of condition 6 of approved application 06/02495/FUL to allow 24 hour use of office/light industrial units Class B1 at Westfield House, Millfield Lane by J M Butler Builders Ltd.	No objections
Ref: 07/02461/FUL – Replacement garage to rear at 3 Long Ridge Lane by Mrs G Walker.	No objections
Ref: 07/02566/TPO – Crown clean and deadwood Cedar x 3 protected by Tree Preservation Order 1/1970 at St Everilda’s Church, Church Lane by St Everilda’s Church.	No objections
Ref: 07/02566/TPO – Crown clean and deadwood Cedar x 3 protected by Tree Preservation Order 1/1970 at St Everilda’s	No objections

Church, Church Lane by St Everilda's Church.	
Ref: 07/02569/FUL – Two-storey pitched roof side extension at 19 Allerton Drive by Mr P Moore.	No objections but concerns about the closeness of these extended properties, the gable roof which cannot be maintained easily and the terracing effect on the street scene.
Ref: 07/02608/FUL – Installation of gates to allow staff parking to the rear (removal of condition 10 of permission dated 28.02.2007; 07/00088/FUL) at Dodsworth Hall, Millfield Lane by Honeyopts Ltd.	No objections
Ref: 07/02672/FUL – Two-storey pitched roof side extension after demolition of existing garage and porch at 3 Poppleton Hall Gardens by Mr S T Riley.	<p>This is a very large extension proposal. The window arrangement now increases over-looking potential towards No. 4. The rear extension, owing to the narrowness of the rear garden, overshadows the rear of No. 2.</p> <p>We recommend that this application be refused by virtue of its size, scale, mass and bulk, not being sympathetic with the original development, over-development of the site and not contributing factually to the Conservation Area.</p> <p>As works have already commenced we also draw attention to the replacement windows which have been changed from original timber to UPVC. This is not an acceptable practice in a Conservation Area.</p> <p>If Officers recommend approval of the application we strongly recommend a site visit by the Planning Committee. If the application is approved any further development rights should be withdrawn.</p>
Ref: 07/02692/ADV – Installation of 1 No. externally illuminated freestanding sign at Plot 8a, White Rose Way by Lucy Phillips.	No objections
Ref: 07/02729/FUL – One and two-storey pitched roof rear extension (resubmission) at 45 Hillcrest Avenue by Mr S Murray.	We object to this application on the grounds that the proposed extension is still very large. The window arrangement now increases the overlooking potential towards neighbouring properties. The gable end roof is closer to No. 43 Hillcrest

	<p>Avenue providing even more accent of the building's mass.</p> <p>We recommend that the application be refused by virtue of its size, scale, mass and bulk together with an unacceptable level of overlooking and loss of privacy to the private amenity area belonging to the occupiers of neighbouring properties. We recommend that, in the event of Officer approval, that a site visit be arranged for the Planning Sub-Committee.</p>
<p>Ref: 07/02747/FUL – One and two-storey pitched roof side extension after demolition of existing garage (resubmission) at 5 Poppleton Hall Gardens by Mr & Mrs D Hamilton.</p>	<p>Whereas the amended design has gone some way in complying with the Planning Officer's reasons for refusal we cannot see that his major concerns have been addressed. It is still not sympathetic to the original appearance of the dwelling. It still seems a dominant addition and has nothing to contribute to the Conservation Area.</p>
<p>Ref: 07/02952/FUL – Erection of two-storey office block and associated car parking at London Ebor Developments Plc, Millfield Business Centre, Millfield Lane by London Ebor Developments Pension Fund.</p>	<p>The proposed design has no similarity with any of the surrounding traditionally built warehouses and offices. The proposed flat roof is not in keeping with the existing streetscape.</p> <p>The position of the proposed building is too close to the edge of Millfield Lane. Other sites have parking and service bays in front of the buildings so keeping an open aspect to the road and trading estate. No cognisance of the Poppleton Village Design Statement has been taken to account.</p> <p>Concerns have been expressed regarding the position of the development with regard to the on-going development of the Manor School site opposite nor how this development will relate to the other works at present underway nearby.</p> <p>It would be in the interests of all parties, where developments of this nature were proposed, that consultation with the local Parish Council and residents took place before a formal planning application was tabled.</p> <p>We request that this application be refused. If the Planning Authority is mindful to approve then any further development rights should be withdrawn.</p>

(b) To note Local Authority Planning Decisions

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

Ref: 07/02000/TPO – Crown lift to 6m and crown thin by 20% Sycamore (T1), Reduce end weight off left and rear sides by 30% (T2), Trees protected by Tree Preservation Order 1/1970 at Kirkham House, 4 Fox Garth by Mr J Ogden.

Ref: 07/02315/REMM – Reserved matters application for erection of 4no. two-storey blocks comprising office/workshop units (B1, B2 and B8 Use) at Plot 8b Great North Way by Evans Easyspace Ltd.

Ref: 07/02377/TCA – Crown clean, reduce elongated limbs on Pears x 3 and Oak x 1; Trees in Conservation Area at The Granary, Church Lane by Mark Wray.

Ref: 07/02415/FUL – Variation of condition 6 of approved application 06/02495/FUL to allow 24 hour use of office/light industrial units Class B1 at Westfield House, Millfield Lane by J M Butler Builders Ltd.

Ref: 07/02461/FUL – Replacement garage to rear at 3 Long Ridge Lane by Mrs G Walker.

Ref: 07/02566/TPO – Crown clean and deadwood Cedar x 3 protected by Tree Preservation Order 1/1970 at St Everilda's Church, Church Lane by St Everilda's Church.

Ref: 07/02569/FUL – Two-storey pitched roof side extension at 19 Allerton Drive by Mr P Moore.

Ref: 07/02692/ADV – Installation of 1 No. externally illuminated freestanding sign at Plot 8a, White Rose Way by Lucy Phillips.

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

Ref: 07/02183/FUL – Two-storey pitched roof rear extension and single-storey rear extension to garage at 45 Hillcrest Avenue by Mr S Murray.

Ref: 07/02235/ADV – Externally illuminated totem sign at The Millfield, White Rose Close by Mr Steven Flemming. An appeal against the City Council's decision has been lodged with the Secretary of State.

Ref: 07/02281/ADV – Display of 1no. internally illuminated freestanding pole mounted sign at The Millfield, White Rose Close by Whitbread plc.

Ref: 07/02336/OUT – Outline application for erection of dormer bungalow with access from Millfield Lane (Access only) at 16 Midway Avenue by Alex Connelly.

(c) It was agreed that Councillor Brown would take Councillor Knowles position on the Planning Committee.

08/010 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

No report.

(b) Planting spring bulbs

All the daffodils have been planted. It was reported that approximately 25% of the free daffodil bulbs received from the City Council were rotten and had to be thrown away. The Clerk was asked to report this to the City Council. **(Action Clerk)**

(c) The Moat Fields

A letter from the Architecture & Historic Environment Division of the Department for Culture, Media and Sport has been received giving permission to install the seats in the Moat Fields but subject to some conditions which were noted. No work will commence until the weather is dryer.

(d) Repairs to the fence by the pond

The fence has been repaired.

(e) Progress on resurfacing St Everilda's car park in Church Lane

Councillor Bradley reported having spoken to Gerry Jackson. It was agreed that any resurfacing should be permanent, not just filling holes. The Clerk is to speak to Gerry Jackson about following up the idea of grants. Councillor Tomlinson is to make enquiries about the possibility of a landfill grant. **(Action Councillor Tomlinson and Clerk)**

08/011 - 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.

11/12 - Attempt Burglary of detached garage - Fosswalk

14/12 - Theft from Motor Vehicles - Severn Green

15/12 - Domestic Incident - Severn Green.

15/12 - Criminal Damage to Property - Severn Green. All linked.

19/12 - Receiving Stolen Goods - Severn Green.

24/12 - Burglary Dwelling - Calder Avenue. Insecure front door.

29/12 - Domestic Incident. - All Linked

29/12 - Criminal Damage to property. Severn Green.

4/1 - Theft of number plates of Ray Chapman motor.

08/012 – TO RECEIVE A REPORT ON PROGRESS ON THE PROVISION OF A YOUTH SHELTER

Councillor Bradley has produced posters about the proposed youth shelter for the notice boards. The Newsletter will have an article about it. There is an email address for residents to use to obtain more information. This is pop.shelter@btinternet.com

Councillor Bradley is to go to the next Poppleton Youth Action Group meeting to speak to some of the village youth. **(Action Councillor Bradley)**

08/013 - TO DISCUSS THE HANDRAIL INSTALLED BY THE CITY COUNCIL AT THE END OF THE FOOTPATH TO MAIN STREET

After discussion it was agreed that the Parish Council ask for the views of the City Council's Conservation Officer on the design of the handrail. It was agreed that the subject would be reviewed when the Conservation Officer's views are known. **(Action Clerk)**

08/014 - TO DISCUSS THE MERITS OF A WARDED SINGLE PARISH COUNCIL FOR POPPLETON

Councillor Bradley reported that he has arranged to meet Elizabeth Ellis, the City Council's Electoral & Civic Services Officer, and he will report back with the various options that there are on this subject. **(Action Councillor Bradley)**

08/015 - TO APPROVE THE WINTER NEWSLETTER

Councillor Bradley submitted a draft Newsletter for the Councillors to consider. The Newsletter met with approval but with one or two comments. Councillor Bradley agreed to make the appropriate amendments and send out the altered draft for approval. **(Action Councillor Bradley)**

08/016 - TO DISCUSS THE FUTURE OF THE VILLAGE'S SALT BINS

It was reported that two of the salt bins had been removed. It was resolved that the City Council be asked for details of its salt bin monitoring to see if there was a case for having the salt bins reinstated. **(Action Clerk)**

08/017 – TO DISCUSS THE LIGHTING IN THE CAR PARK AT THE BEEFEATER

Councillor Bradley said that he was contacting the City Council’s Enforcement Office about the lighting in the car park. It was resolved that the Parish Council will discuss the matter further when the Enforcement officer’s views are known. **(Action Councillor Bradley)**

08/018 - TO CONSIDER A RESPONSE TO THE YORK NORTH WEST AREA ACTION PLAN

Prior to the meeting the Councillors had been given a copy of Councillor Powell’s suggested response. It was agreed that this response be sent to the City Council.

08/019 - TO DISCUSS IMPOSING A TIME LIMIT ON PARISH COUNCIL MEETINGS

The length of time that some Parish Council meetings take was debated. It was agreed to take several steps to reduce the time spent on some agenda items at future meetings. The Clerk is to circulate his report prior to the meeting. Correspondence is to be circulated. Future meetings will start at 7.00pm.

08/020 - TO RECEIVE REPRESENTATIVES' REPORTS

Councillor Tomlinson reported on the Poppleton Community Trust meeting held on 12 December 2007.

08/021 - TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
22 January	Rural West York Ward Team	Committee Room 1, Guildhall/ 3.30pm	Tomlinson, Powell
29 January	Ward Committee	Copmanthorpe School/ 7.00pm	All
7 February	YLCA York Branch	William House, Skelton/ 7.30pm	Powell, Bradley
25 February	Police Liaison	2.00pm at a venue to be arranged	Powell, Robinson
31 March	Ainsty Group	Askham Bryan Village Hall/ 7.30pm	Tomlinson, Powell, Clerk

08/022 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 18 FEBRUARY

It was agreed the next meeting would be held at 7.00pm at the Community Centre on Monday 18 February 2008.

The meeting closed at 10.23 pm.

Chairman..... 2008

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