

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30PM ON MONDAY, 18 MAY 2009

#### PRESENT:

Cllr. G A Bradley (Chairman)

Cllr. J L Craven

City Councillor Ian Gillies

Cllr. E M Jones

Cllr. P H F Powell

Two members of the public

Cllr. C Robinson

Cllr. J Shannon

Mr B J W Mackman (Clerk)

#### PUBLIC PARTICIPATION

None.

#### 09/071 - ELECTION OF CHAIRMAN

Councillor Bradley was proposed, seconded and elected as chairman.

#### 09/072 - RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Bradley signed the Declaration.

#### 09/073 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

It was unanimously agreed that Edie Jones be co-opted on to the Parish Council. Councillor Bradley welcomed Mrs Jones as a Parish Councillor. The Clerk confirmed that Councillor Jones had signed her Declaration of Office.

#### 09/074 - DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

None.

#### 09/075 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor D M Tomlinson.

#### 09/076 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Powell
Planning Committee	Powell, Tomlinson, Shannon
Ainsty Group of Parishes Representatives	Powell, Tomlinson
Cycle/Footpath Parish Links Representatives	Craven, Tomlinson
Environmental Co-ordinators	None
Manor School Governors Representative	Jones
Millennium Green Representatives	Bradley
Neighbourhood Watch Co-ordinators	None
Poppleton Community Trust Observers	Tomlinson, Shannon
Poppleton Moat Fields Management Group Representatives	Craven, Robinson
Poppleton Ousebank School Governors Representative	Robinson
Poppleton Youth Action Group Representatives	Bradley, Shannon
Rural West York Ward Team Representatives	Powell, Tomlinson
Ward Committee Representatives	Powell, Tomlinson
Wildlife Trust Representatives	Robinson
York Open Planning Forum Representatives	Tomlinson, Powell
Yorkshire Local Councils Associations Representatives	Bradley, Powell

#### **09/077 - TO RECEIVE APOLOGIES FOR ABSENCE**

See above.

#### **09/078 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 16 MARCH 2009**

The minutes of the Parish Council meeting held on 16 March 2009, having been circulated, were approved and signed.

#### **09/079 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY**

City Councillor Ian Gillies reported on the following:-

- The evening service of the No. 10 bus has taken over by the York Pullman Bus Company and is being well used.
- The Harrogate limited stop bus X54 is now routed through the village and will stop in Hodgson Lane, the Green and Station Road on request.
- The City Council's Play Space has two sessions booked at Esk Drive in Poppleton Park. The first is on 21 July; the second on 7 August.
- The result of the appeal of the Primary School pupils who were not offered a place in the new Manor School will be known tomorrow.
- There have been problems with a blocked drain by the level crossing in Millfield Lane.
- A complaint about the noise made by the motor bikes using the back of Poppleton Park. He had referred this to the City Council's Environmental Health Department.

#### **09/080 - CLERK'S REPORT:**

The Clerk reported that all items of note were contained on the agenda so he had no report.

#### **09/081 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*09/081/1-* The Clerk referred to the following items:-

- (a) A letter from the Trustees of the Tithe Barn thanking the Parish Council for the £5,000 grant
- (b) CYC - Electronic Consultations on planning

*09/081/2 - It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

- (a) CPRE - Annual Report April 2009 - N Y Branch
- (b) CE Electric UK - Power cut information
- (c) Clerk & Councils Direct - May 2009, Issue 63
- (d) CPRE - Countryside Voice, Spring 2009
- (e) CYC - Financial Management System letter
- (f) CYC - Precept banding info
- (g) CYC - Streets Ahead - April 2009
- (h) Equality & Human Rights Commission - Public Sector Equality Duties
- (i) Information Commissioner's Office - DVD "Tick tock"
- (j) Rural Action Yorkshire - Country Air, Spring 2009 - Issue 111 and invoice
- (k) Spinal Injuries Association - Poster
- (l) Upper Poppleton Parish Council - Minutes of 9 March
- (m) YLCA - White Rose Update, March 2009 - training details
- (n) YLCA - White Rose Update, May 2009 - Charter
- (o) York Link - LINKed In No.3

#### **09/082 - FINANCE**

*(a) Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 18 May 2009. The report reflected the receipts and payments below. The bank balances at 18 May were:

Current Account	£411.70
Business Money Manager Account	£23,970.41
National Savings Investment Account	£14,513.65

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

1198	The Friends of Poppleton Tithe Barn Trust	Grant	£5,000.00
1199	Poppleton Community Trust	Room hire	£18.00
1200	James Mackman	Expenses	£58.80
1201	James Mackman	Salary – April	£431.34
1202	Post Office Ltd	Tax & NI – April	£126.96
1203	Allianz Cornhill Insurance	Insurance premium	£925.50
1204	YLCA	Annual subscription	£433.00
1205	James Mackman	Salary – May	£431.14
1206	Post Office Ltd	Tax & NI – May	£127.16
1207	Ken Falkingham	Seat repairs	£30.00

*(c) Income Received*

City of York Council	First half year's precept	£10,500.00
Poppleton Tithe Barn	Cart shed rent	£75.00

*(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, Rural Action Yorkshire, Open Spaces Society, SLCC, CPRE, York Open Planning Forum and Local Council Review.

*(e) To consider renewing the insurance policy with Allianz Cornhill - £925.50*

It was resolved to continue the insurance and pay the premium for the year commencing 1 June 2009.

*(f) To consider giving a grant to the Open Spaces Society for its open spaces and footpaths campaign*

It was resolved not to make a donation for this particular cause.

*(g) To agree the Statement of accounts on the Annual Return*

The Clerk gave an explanation of the figures in the Statement of Accounts on the Annual Return. It was agreed that the Chairman and the Clerk should sign the form.

*(h) To agree the Annual Governance Statement on 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 all the relevant questions is "Yes" and the Chairman and Clerk signed the form.

**09/083 - 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: 09/00474/FUL – Erection of one and two-storey club house, extended car parking, cycle park and bin store. Retention of 1 no. storage building at OS Field 6031, Millfield Lane by Mr Val Duggan.	The Parish Council has supported the PJFC organisation throughout but needs to make the following comments and seeks safeguards that:  1. We have reservations about the use of a viewing level and request that the building is reduced to a single storey. This will enable the building to be screened
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	<p>behind high hedges and preserve the Green Belt aspect.</p> <p>2. We request that the hedges forming the boundary to the site be allowed to grow full height along its entire length to protect the green corridor and act as a possible noise filter.</p> <p>3. We ask for a condition to prohibit vehicle parking on Millfield Lane and on the grass verge. This will enable the Parish Council to continue with its policy of planting spring flowers on the approaches to the village.</p> <p>4. We request that the speed limit on Millfield Lane be reduced to at least 20 mph where vehicles are passing the site as if it were school premises.</p> <p>5. We request that any external illumination to the building or its surrounds be of non light polluting fittings and that they be dark sky compliant.</p> <p>6. We request that this application as it is in designated Green Belt be determined by West Area Planning Sub-Committee.</p>
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<p>Ref: 09/00492/FUL – Retention of 5no. storage containers/temporary buildings in connection with football use at OS Field 6031, Millfield Lane by Mr Val Duggan.</p>	<p>No objections</p>
<p>Ref: 09/00512/ADV – Display of 1no. internally illuminated fascia sign and 1no. non-illuminated car wash sign (resubmission) at BP Petrol Filling Station, Great North Way by CO-OP.</p>	<p>No objections</p>
<p>Ref: 09/00640/FUL – Single-storey pitched roof side and rear extensions, block paving to front, after demolition of existing garage at 70 Millfield Lane by Dr A Mountford.</p>	<p>We do not object to this application but owing to the fact that extensions and alterations were carried out by a previous occupier, and taking this application into account, we request that any further development rights are withdrawn.</p>

*(b) To note Local Authority Planning Decisions*

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

Ref: 09/00153/TCA – Fell Copper Beech (T2) in the Conservation Area at 36 Church Lane by Mrs M Jackson.

Ref: 09/00157/FUL – Change of use to existing outbuilding to create residential annexe at Fruit Farm, 1 Main Street by Mr and Mrs Kitching.

Ref: 09/00159/LBC – Part rebuilding and alteration of outbuilding to create residential annexe at Fruit Farm, 1 Main Street by Mr and Mrs Kitching.

Ref: 09/00302/FUL – Single-storey pitched roof rear extension at 20 Esk Drive by Mr C Taylor.

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

Ref: 09/00152/TPO – Fell Black Pine (T1) Tree protected by Tree Preservation Order 1/1970 (A6) at 36 Church Lane by Mrs M Jackson.

#### **09/084 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

##### *(a) Grass cutting*

It was noted that Deans had recently cut all the grass on the Common Land between Saxe Dane Lodge and the beck and not a one-metre strip either side of the footpath as requested in newly awarded contract. It was agreed that the Clerk should write to Deans to convey the Parish Council's displeasure that the instructions per the tender sheet had been ignored. **(Action Clerk)**

##### *(b) The Moat Fields*

It was reported that Mr Sykes has been using the Moat Fields to gain access to his City Council rented land at the far side of the railway line for the last 16 years. It was resolved that the Clerk with the Chairman should write a letter to the Philip Callow, the Head of Asset and Property Management Department of the City Council to clarify the Council's position with regards to Mr Sykes' access to the land he rents. **(Action Clerk and Councillor Bradley)**

##### *(c) Resurfacing the car park next to St Everilda's in Church Lane*

The car park has been resurfaced. Several defects had been noted and a site meeting with the contractor had been held. The defects have not yet been rectified. It was resolved that the Clerk should contact Network Rail and ask that the matter be resolved. **(Action Clerk)**

##### *(d) Clearing drainage ditch adjacent to Saxe Dane Lodge*

The Clerk reported having received a quotation for the work needed to clear the ditch and was waiting for one from Steve Bundy. It was agreed to defer a decision until Mr Bundy's quotation had been received. **(Action Clerk)**

##### *(e) Common Land tree pruning including the tree that's fallen into the river*

It was resolved to accept Ryland Horticulture's quotation of £390 for removing the fallen tree in the river. The quotation of £190 for crown lifting four willows to enable the grass underneath to be cut was also accepted. **(Action Clerk)**

##### *(f) An application for a memorial seat near the War Memorial*

It was reported that the Councillors had conducted a site visit and agreed that it would be possible to install another seat near the War Memorial. It was resolved that the Clerk inform the applicant that the Parish Council has no objections to the installation of another seat. **(Action Clerk)**

#### **09/085 - TO RECEIVE A REPORT ON VILLAGE POLICING**

The following schedule of incidents in Nether Poppleton had been received from Nigel Colley PCSO 5642, Rural West Safer Neighbourhood Policing Team.

9 Mar	Shed burglary - Cycle taken	Riverside Gardens
18 Mar	Vehicle theft - Construction vehicles taken (All recovered, 4 arrests)	Millfield Lane
22 Mar	Commercial Burglary - Premise entered (nothing taken)	Millfield Lane

24 Mar	Theft general - CCTV Camera taken	Millfield Lane
1 Apr	Auto Crime - Vehicle broken into	Great North Business Park
16 Apr	Theft - Insecure cycle taken.	Millfield Lane

### **09/086 – TO RECEIVE A REPORT ON PROGRESS ON THE PROVISION OF A YOUTH SHELTER AND GRANT FUNDING APPLICATION**

Councillor Bradley reported that a new funding application has been submitted to Yorwaste. Additional items were required for the application including:

1. A range of alternative estimates for other shelters
2. A new cost estimate for the selected shelter
3. Letters of support from the (Ousebank) school and the youth club

#### **Notes**

- Proposed to be situated adjacent to the Basket ball area near the Poppleton Centre.
- Preferred supplier is Monster Pay Systems Ltd.
- Shelter includes solar powered light, radio and Bluetooth connectivity
- Hard standing and bin is included

#### **Next steps**

- Once successful funding is received a meeting will be arranged with the full range of stakeholders and suppliers etc. Expected date of meeting is during June 2009.
- Youth Club management committee have recommended informal consultation with the nearest householders on Main Street.

### **09/087 – TO AGREE PROGRESS ON THE CIRCULAR PUBLIC FOOTPATH**

The Clerk had circulated a copy of the letter received from Bill Woolley, the City Council's Director of City Strategy, which stated that the City Council were recruiting a new Definitive Map Officer and that the subject of the footpath could be looked at in the future. It was resolved that Mr Woolley be asked to place the Parish Council first in the queue when the new officer is appointed. **(Action Clerk)**

### **09/088 - TO DISCUSS COUNCILLOR TRAINING**

It was resolved that Councillor Jones should be booked on a course for new Councillors as soon as an appropriate course becomes available. **(Action Clerk)**

### **09/089 – TO COMMENT ON THE CITY COUNCIL'S STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT**

It was agreed to note the information received on this subject.

### **09/090 – TO RECEIVE REPRESENTATIVES' REPORTS**

(a) *Councillor Bradley* reported on a recent meeting of the Poppleton Youth Action Group. As previously reported the Youth Club is now open on a Wednesday evening and is attracting between 25 and 30 children. As there has to be one leader for every ten children it has been necessary to recruit another leader. Seven candidates were interviewed for the post. Minutes of the meeting will be circulated.

(b) *Councillor Robinson* reported on the meeting of the Poppleton Ousebank School Governors' meeting held on 23 March. Minutes of the meeting will be sent to Councillors.

(c) *Councillor Powell* reported on

- i. The recent meeting of the YLCA Branch Liaison Committee meeting when Section 106 agreements were discussed.
- ii. The Rural Action Yorkshire Rural Community Buildings annual conference held on 16 May.

### **09/091 – TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
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22 May	Ward Team	Room 2, Guildhall/ 10.00am	Bradley
26 May	Planning Portal	Room 2, Guildhall/ 6.00pm	Bradley, Powell
4 June	YLCA York Branch	Methodist Church Hall, Copmanthorpe/ 7.30pm	Bradley, Powell
29 June	Poppleton Ousebank School Governors'	The School/ 7.00pm	Robinson

**09/092 – TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA**

*Minor Matters* – The presence of nettles along Footpath No. 4 between Riversvale Drive and Main Street was reported. The City Council is to be notified.

*Items for next agenda* –

- (a) To clarify the Clerk's Contract of Employment,
- (b) To receive an update on the proposed new kissing gate

**09/093 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 15 JUNE 2009**

It was agreed that the next meeting would be held at 7.00pm at the Poppleton Centre on Monday 15 June 2009.

The meeting closed at 9.40 pm.

Chairman.....

Date.....

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