

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 17 MAY 2010

PRESENT:

Cllr. G A Bradley (Chairman)

Cllr. E M Jones

Cllr. P H F Powell

Cllr. C Robinson.

Mr B J W Mackman (Clerk)

10/086 – TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

Councillor Bradley was proposed, seconded and elected as chairman.

10/087 - RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Bradley signed his Declaration of Office.

10/088 – TO RECEIVE DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

None.

PUBLIC PARTICIPATION

None.

10/089 - TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. J L Craven, J Shannon, D M Tomlinson and City Councillor Ian Gillies.

10/090 - Annual Appointments

OFFICE	COUNCILLORS
Vice-Chairman	Powell
Planning Committee	Powell, Tomlinson, Jones
Cycle/Footpath Parish Links Representatives	Craven, Tomlinson
Manor School Governors Representative	Jones
Millennium Green Observer	Shannon, 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, Jones
Yorkshire Local Councils Associations Representatives	Bradley, Powell

10/091 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 APRIL 2010

The minutes of the Parish Council meeting held on 19 April 2010, having been circulated, were approved and signed.

10/092 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Councillor Ian Gillies had sent his apologies. There was no report.

10/093 – TO RECEIVE THE CLERK'S REPORT:

The Clerk reported

(a) *Progress on Riversvale Drive area restoration (Min. 10/069c)*

The Clerk reported that Barons are to carry out the restoration work next week.

(b) *Progress on the renovation of the seat by the bus shelter (Min. 10/069d)*

Ken Falkingham has cleaned the graffiti off the back of the seat and is preparing the wood to replace the decayed pieces of wood that make up the seat.

(c) *Progress on the works to the bus shelter (Min. 10/069e)*

The bus shelter has been refurbished. Ken Falkingham has reported that the roof is in need of attention and is preparing a quotation for the work needed.

10/094 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

10/094/1 - The Clerk referred to the following items:-

(a) CYC - Free Compost Giveaway posters which had been posted on the notice board

(b) A letter from North Yorkshire & York NHS advising that the Gillygate Pharmacy application had been approved

(c) A letter from Felicity Brown thanking the Parish Council for having the grass cutting on the Common Land by the river cut in accordance with the specification

10/094/2 – *It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

(a) ArborTech - Advert

(b) A letter of introduction from the new City Council Rural Housing CE Electric UK-Community Update, April 2010

(c) CPRE - Countryside Voice, Membership Guide 2010

(d) Clerk & Councils Direct - May 2010, Issue 69

(e) Upper Poppleton Parish Council - Minutes of 10 April 2010

(f) CPRE - Nurturing our Rural Talent

(g) CPRE – North Yorkshire Branch Annual Report April 2010, CPRE NY, Spring 2010

(h) A letter from Burn & Co advising that they are now QualitySolicitors

(i) York Local Involvement Network - LINKed In, May 2010

10/095 – FINANCE

(a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 17 May 2010. The report reflected the receipts and payments below. The bank balances at 17 May were:

Current Account	£531.50
Business Money Manager Account	£33,814.77
National Savings Investment Account	£14,555.70

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

1300	James Mackman	Expenses April & May	£13.10
1303	Poppleton Community Trust	Room hire – April	£19.00
1304	James Mackman	Salary – May	£448.42
1305	Post Office Ltd	Tax & NI – May	£138.12
1306	NALC	Councillor Jones course	£90.00
1307	NALC	Subscription to LCR Review	£13.50

(c) *Income Received*

City of York Council	First half year's precept	£10,500.00
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(d) *To consider giving a grant to the Open Spaces Society for its "Reopening the Gates" campaign*
After a brief discussion it was agreed to donate the sum of £50.00 to this campaign.

(e) *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.

(f) *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.

(g) *To review the Parish Council's insurance*

The Clerk reported that AON, the Parish Council's insurers, had advised that the insurance premium for the forthcoming year would be £990.38. A quotation of £837.57 had been received from Came & Co who are insurance brokers for Aviva. The premium would be reduced to £795.69 if the Parish Council signed up for a period of three years. On many aspects of the insurance Aviva were offering better cover. The Came & Co quotation reflects an increase in the insurance excess from £125.00 to £250.00. It was agreed that the Parish Council would enter into a three-year deal with Came & Co. **(Action Clerk)**

10/096 – PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications prior to the meeting.

(a) *To consider the following Planning Applications*

There were no plans for consideration.

(b) *To note Local Authority Planning Decisions*

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

- Ref: 09/02306/FULM - Erection of 2-storey creative media centre building and 2-storey link to existing school, erection of single-storey changing room facility and associated shelters and stores at Manor CofE School, Low Poppleton Lane by Chair and Governors of Manor CE School.
- Ref: 10/00389/TCA – Reduce height of weeping branch by 20% and draw back long side branches by 2-3m, tree in Conservation Area at 15 Poppleton Hall Gardens by Mrs Mansfield.
- Ref: 10/00418/FUL – Part two-storey part single-storey side extension forming "granny annexe" with terrace above at 10 Poppleton Hall Gardens by Mr Mike Shannon.
- Ref: 10/00458/FUL – Conservatory to side at 26 Millfield Lane by Mr & Mrs Wilkinson.

It was noted that the following application had been withdrawn:

Ref: 10/00120/FUL – Dormer bungalow to side of Mill Race Bungalow at Mill Race, Main Street by Mr K Hunter.

10/097 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) *Grass cutting*

It was noted that the first cut of grass in the Common Land area near Saxe Dane Lodge had been cut to the Parish Council's specification. It was thought that there could be a problem with having the next grass cut in August and it was agreed that the situation would be reviewed at the meeting in June.

(b) *The Moat Fields including insurance for members of the Moat Fields Management Group*

It was noted that the Management Group had been quoted £150 for insurance for the Group acting under delegated authority from the Parish Council. It was agreed that the new insurers, Aviva, would be asked to see if the new Parish Council policy covered Group members. **(Action Clerk)**

(c) *To consider the quotation for carrying out a survey on the remaining Common Land trees*

It was agreed that the quotation from Ryland Horticulture for carrying out a survey of the trees on Parish Council land lying between Riversvale Drive and the Poppleton Centre drive be accepted. **(Action Clerk)**

(d) To consider the report on the condition of the Wildlife Trust pond

Councillor Robinson reported that he and the Clerk had met Malcolm Hunter by the pond. Mr Hunter had tested the water and produced a comprehensive report of the quality of the water and how it compared with the water in the pond at the bottom of the Millennium Field. The net result is that the water is of sufficient quality to be left alone with no remedial action being needed. The Councillors agreed to take no action but would keep a watchful eye on the condition of the pond. It was agreed that a letter of thanks be sent to Mr Hunter. **(Action Clerk)**

(e) To note the agreement for access to the River Ouse railway bridge across the St Everilda's church car park and the Moat Fields' track

Councillor Bradley reported that he, Councillor Powell and the Clerk had met a representative from May Gurney, the firm that has been awarded the contract to carry out the work on the railway bridge. He had agreed to all the Parish Council's requests. Subsequently, May Gurney had sent an agreement which the Clerk had signed and returned. The Councillors agreed with action taken.

(f) To discuss the maintenance of the Allerton Drive garden

It was reported that the grass in the garden had been strimmed and that the area looked much improved. It was agreed that the grass should be cut monthly during the summer and that Mark Dean should be asked to quote for the work. The Clerk was given authority to approve the quotation. **(Action Clerk)**

10/098 – 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.

22 April	Criminal damage	Phone damaged	Manor School
25 April	Commercial burglary	IPods taken	Great North Business Park
28 April	Theft	Fish from pond	Calder Avenue

PCSO Colley reported that “As well as the above we are still suffering ASB at the play park adjacent Esk Drive / Foss Walk.”

10/099 – TO CONSIDER THE CITY COUNCIL'S RESPONSE ON THE CIRCULAR PUBLIC FOOTPATH

In the absence of Councillor Craven there was no report.

10/100 – TO REVIEW PROGRESS WITH THE PRODUCTION OF A SPRING NEWSLETTER

Councillor Bradley handed out a draft of the Spring Newsletter. Councillors made various comments and amendments. It was agreed that the final Newsletter be printed by Peter Turpin Associates and the Councillors agreed to distribute it.

10/101 - TO CONSIDER THE REVISION OF THE PARISH COUNCIL'S STANDING ORDERS AND FINANCIAL REGULATIONS

Councillor Powell talked the Councillors through the amendments he was suggesting to the revised Standing Orders produced by NALC. These were agreed and the revised Standing Orders accepted.

10/102 - TO NOTE THE RESPONSE FROM THE ENVIRONMENT AGENCY REGARDING THE FLOOD MAP

The Environment Agency had sent a revised plan showing the locations at risk from flooding in the York Area. It was noted with satisfaction that no houses in Poppleton are shown as being at risk with the exception of Saxe Dane Lodge.

10/103 - TO RECEIVE REPRESENTATIVES' REPORTS

(a) *Councillor Bradley* reported on the recent Poppleton Youth Action Group meeting. The number of children attending the Tuesday and Thursday evening sessions is reducing as the older children are

leaving. The Wednesday evening session is oversubscribed. These children will be moving to the Tuesday/Thursday evening sessions.

(b) *Councillor Powell* reported on

- i. The YOPF meeting held on 11 May when City Council planning officers talked about the City Council's intention of introducing electronic rather than paper planning applications.
- ii. The Ward Committee meeting held on 28 April

10/104 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
21 May	Ward Team	Room 4, Guildhall/ 12.00 noon	Powell
3 June	YLCA York Branch	Strensall Village Hall/ 7.30pm	Bradley, Powell
21 July	Ward Committee	Askham Richard	All
TBA	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Tomlinson

10/105 – TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA

Minor Matters

None.

Items for next agenda –

Bus shelter roof repairs, St Everilda's churchyard grass cutting grant, revision of the Financial Regulations, review of the FOI policy, a Joint Parish Council meeting with UPPC, SLCC Training Day on 10 July.

10/106 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 21 JUNE 2010

It was agreed that the next meeting would be held at 7.00pm at the Poppleton Centre on Monday 21 June 2010.

The meeting closed at 9.20 pm.

Chairman.....

Date.....

James Mackman, Clerk 22a Long Ridge Lane, Nether Poppleton, York YO26 6LX
Telephone 01904 781752 - Fax 0871 4331325 - email jmackman@tesco.net