

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30PM ON MONDAY, 23 APRIL 2012

PRESENT:

Cllrs. G A Bradley,

City Cllr. Ian Gillies

Cllr. J L Craven

Two members of the public

Cllr. P Hawkins.

Cllr. E M Jones

Mr B J W Mackman (Clerk)

Cllr. P H F Powell

Cllr. J Shannon

Cllr. D M Tomlinson

12/073 – TO RECEIVE DECLARATION OF INTEREST ON ANY MATTERS OF BUSINESS

None.

12/074 – PUBLIC PARTICIPATION

Mrs Grice of Scallymoor Farm gave details of how the public footpath has been diverted from the route it has taken for as long as anyone can remember so that it now goes through her garden. Mrs Parker explained that when the Parker brothers bought the field that had the then existing footpath from the Frazers in 2010 it had been discovered that the footpath was shown in searches as not going through their field but at the other side of the hedge. The Parkers had taken steps to ensure that the public were diverted on to the recorded footpath. NYCC rangers had erected three stiles and put up way-markers. The Parker brothers had erected a post and wire fence but this had been vandalised so they had erected a larger and more robust fence using scrap metal.

12/075 - TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies for absence.

12/076 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 MARCH 2012

The minutes of the Parish Council meeting held on 19 March 2012, having been circulated prior to the meeting, were approved and signed.

12/077 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Ian Gillies reported that:

- It is now expected that the missing street lights will be replaced by the end of the summer.
- He has made a strong representation to make sure that the Parish Council is a consultee on the future of the British Sugar site
- There are to be archaeological excavations on the site of the proposed A59 Park & Ride during this year
- The closure of the Beckfield Lane tip is to be discussed at a full City Council meeting on 24 April 2012
- As Ward funding has been cut from £32k to £4k it has been agreed that £500 be awarded to keep the Rufforth Outreach Post Office open and the balance used to support the Youth activities.

12/089 – TO CONSIDER A COMPLAINT REGARDING THE OBSTRUCTION OF THE FOOTPATH ADJACENT TO THICKPENNY FARM

It was agreed to bring forward this item to this point in the agenda but for sake of clarity the minute is recorded below.

12/078 – TO RECEIVE THE CLERK'S REPORT:

The Clerk reported

(a) *Progress on the problem with the surfacing of the footpath between Dodsworth Hall and Hillcrest*

Avenue (Min. 12/057a)

There was no progress to report on this subject. It was agreed that the Clerk should invoke the Charter between the City Council and the Parish Councils and contact the appropriate City Council Officer. **(Action Clerk)**

(b) Progress on moving the bus stop in Main Street (Min. 12/057b)

The Clerk reported that the City Council has stated that it will have started the consultation process before the May Parish Council meeting.

(c) Progress on the grant application for repairs to the War Memorial (Min. 12/057c)

It was noted that the War Memorial Trust grant expression of interest form states that it could take between one and six months for a decision to be made on a grant application. There was no further information to report at this time.

(d) Progress on refurbishing seven public seats (Min. 12/061d)

It was noted that all seven seats have been refurbished

(e) Progress on the finger post (Min. 12/067)

The Clerk reported that the City Council is likely to refuse the installation of a finger post on the existing highways sign but may suggest another location for it. Further information will be provided by the City Council later. **(Action Clerk)**

12/079 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

12/079/1 - The Clerk either read or referred to the following items:-

- (a) A request from Andrew Baldock for a seat or tree to commemorate his late parents, Wally and Elsie Baldock. It was agreed that Mr Baldock be given more information about the village to enable him to make a specific request. **(Action Clerk)**
- (b) Mazars - the External Audit paperwork for the year ended 31 March 2012

12/079/2 – It was agreed that the correspondence received since the March meeting, as listed below, be circulated to the Councillors

- (a) CYC – more details on electronic planning
- (b) CPRE - Countryside Voice, Spring 2012
- (c) Upper Poppleton Parish Council - Minutes of 12 March 2012

12/080 – FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 23 April 2012. The report reflected the receipts and payments below. The bank balances at 23 April were:

Current Account	£500.00
Business Money Manager Account	£32,831.98
National Savings Investment Account	£14,613.98

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

1474	Poppleton Community Trust	Grant towards the new cafe	£5,000.00
1475	Ken Falkingham	Replacement notice board in Millfield Lane	£165.00
1476	The Rainflorist	Looking after the flower tubs by the shops	£100.00
1477	Poppleton Community Trust	Room hire March meeting	£19.90
1478	Dayfield Graphics	Queen's Diamond Jubilee leaflet printing	£50.00
1479	James Mackman	Salary – April	£459.20
1480	Post Office Ltd	Income tax – April	£114.80
1481	North Yorks SLCC	Clerk's course	£25.00
1482	James Mackman	Clerk's expenses	£95.36

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

1483	M & E Hall	Purchase of grazing rights on the Moat Fields	£900.00
1484	Ken Falkingham	Refurbishing seven public seats	£336.00
1485	Exactis	Colour leaflets for the Jubilee Celebrations	£172.69

(c) Income Received

Moat Fields Management Group	Payment towards the cost of purchasing grazing rights on the Moat Fields	£900.00
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(d) To consider the subscriptions for the current financial year

The Councillors considered a list of subscriptions paid during the previous financial year. They agreed to continue subscribing to the YLCA, the York Open Planning Forum and the Society for Local Council Clerks. It was resolved not to renew subscriptions to the Open Spaces Society, Rural Action Yorkshire and the CPRE. **(Action Clerk)**

(e) To agree to review Standing Orders & Financial Regulations

It was agreed that a working party consisting of Cllr. Bradley, Cllr. Powell and the Clerk should review the Standing Orders and Financial Regulations and report back.

(f) To review the Parish Council's internal audit procedure

It was agreed that a working party consisting of Cllr. Bradley, Cllr. Powell and the Clerk should review the Council's internal audit procedure and report back.

(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 amounts quoted were correct and the Chairman and Clerk then signed the Return.

(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 then signed the Return.

12/081 – PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications including applications received since the March Parish Council meeting and considered by the Planning Committee. The table below shows the plans that have been considered by the Parish Council's Planning Committee and the Planning Committee's comments. The Parish Councillors confirmed their agreement of the Planning Committee's comments.

(a) Consideration was given to the following application:

Ref: 12/01100/TCA – Crown reduce rowan (T1) by 30%, Tree in the Conservation Area at 14 Church Lane by Mrs Shearing.	No objections
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(b) To note Local Authority Planning Decisions

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

- Ref: 12/00156/FUL – Amendments to first floor extension to triple garage (previous approved application 11/00854/FUL) to include bin storage area and entrance at ground floor, enclosure with roof over staircase and veranda to north gable at Oak House, 5 Fox Garth by Mr Jason Coleman.
- Ref: 12/00381/FUL – Removal of condition 15 (restricted to football use only) of application 09/00474/FUL for erection of club house with associated parking at Playing Field, Millfield Lane by Mr Val Duggan.
- Ref: 12/01100/TCA – Crown reduce rowan (T1) by 30%, Tree in the Conservation Area at 14 Church Lane by Mrs Shearing.

12/082 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

It was noted that the grass in the Allerton Drive garden had not been cut. It was agreed that the contractor should be directed to cut the grass as soon as possible. **(Action Clerk)**

(b) The Moat Fields including the purchase of grazing rights

The Moat Fields Management Group had found that the rules relating to the grants available for grazing land had altered and that to ensure that future grants would be received it was essential to purchase the Entitlements from the farmer. The farmer had agreed to accept the sum of £900 for the Entitlements. The Councillors ratified this agreement. Grants are secure up to 2015 by which time it is expected that the income from the grants will exceed the cost of purchasing the Entitlements.

(c) Allerton Drive garden

No report.

12/083 – 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.

5 Mar	Autocrime	Catalytic convertor taken	Millfield Lane
8 Mar	Autocrime	Window smashed, bag taken	Church Lane
10 Mar	Burglary dwelling	Purse taken through open window	Nursery Road
11 Mar	Criminal damage	Notice board damaged	Millfield Lane
14 Mar	Autocrime	Vehicle entered	Nidd Close
21 Mar	Autocrime	Catalytic convertors taken x 4	Great North Way
21 Mar	Burglary Other	Cycles taken	Nidd Close
30 Mar	Theft	Musical instrument taken	Millfield Lane

PCSO Colley also reported that

Figures for the end of the year show a 26 % reduction against last year

It was agreed that the police should be asked to report the detection rates on the incidents reported. It was considered that half-yearly figures would be appropriate. **(Action Clerk)**

12/084 – TO RECEIVE REPRESENTATIVES' REPORTS

- (a) Cllr. Jones reported on the meeting about Understanding Parliamentary Procedures held on 11 April.
- (b) Cllr. Tomlinson reported on the Poppleton Community Trust meeting held on 3 April the details of which have been circulated.
- (c) Cllr. Powell reported on
 - i. The Rural West Team Meeting held on 21 March.
 - ii. The meeting held by Julian Sturdy MP at Stockton on Forest Village Hall on 29 March.

12/085 - TO RECEIVE A REPORT FROM THE YORKSHIRE IN BLOOM COMPETITION WORKING GROUP

The Clerk reported that two judges had visited Poppleton on 17 April. They had looked at a number of sites round the village and talked to volunteers. A report from the judges is expected to be received within the next two weeks. A second inspection is due to take place in July.

12/086 – TO RECEIVE AN UPDATE ON PLANS FOR THE JUBILEE CELEBRATIONS

It was reported that 12 people had attended the Jubilee meeting held at the Poppleton Centre on 27 March. All Councillors have received a copy of the minutes of the meeting. The next meeting is to be held at the Centre on 30 April. 500 flyers giving details of the events being organised for the Jubilee weekend have

been printed and given to a number of outlets in the village. 1,800 Newsletters devoted exclusively to the Jubilee weekend have been printed for distribution to all houses in the two villages.

12/087 – TO RECEIVE AN UPDATE ON THE COVENANT ON THE LAND AT 25 CHURCH LANE

No progress to report on this subject.

12/088 - TO REVIEW THE PARISH COUNCIL'S FREEDOM OF INFORMATION PROCEDURE AND RISK ASSESSMENT

It was agreed that a working party consisting of Cllr Bradley, Cllr Powell and the Clerk should review the Council's Freedom of Information procedure and risk assessment and report back.

12/089 – TO CONSIDER A COMPLAINT REGARDING THE OBSTRUCTION OF THE FOOTPATH ADJACENT TO THICKPENNY FARM

Cllr. Craven read a copy of a letter he had sent to the NYCC's Public Rights of Way Department pointing out the fact that the footpath had been diverted, the old route blocked by inappropriate boarding and that the two new stiles had made it difficult for him to access the new route.

The Councillors discussed the subject aided by the information given by Mrs Grice and Mrs Parker. It was noted that the obstruction to the footpath is actually in Moor Monkton Parish but the Councillors felt strongly that it was the residents of Nether Poppleton Parish who were more affected by the obstruction. It was agreed that a letter be sent to the NYCC's Public Rights of Way Officer to ask that the legal position of the footpath be clarified, the stiles made safer and the fencing tidied up. A copy of the letter is to be sent to Moor Monkton Parish Council. **(Action Cllr. Craven and Clerk)**

12/090 – TO CONSIDER AN APPOINTMENT TO CYC STANDARDS COMMITTEE

It was agreed that no Councillor wished to be considered for this post and the YLCA is to be advised accordingly. **(Action Clerk)**

12/091 - TO APPROVE THE CLERK'S ATTENDANCE AT THE SLCC AGM AND TRAINING DAY AT TADCASTER ON 27 APRIL - £25

It was agreed to fund the Clerk's attendance at this meeting.

12/070 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
26 Apr	Poppleton Youth Action Group	15 Bankside Close/8.00pm	Bradley
30 Apr	Queen's Diamond Jubilee	Poppleton Centre/ 7.30pm	All
3 May	Millennium Green Trust	11 Station Road	Shannon
12 May	Manor School Governors' training	Manor School – all day	Jones
16 May	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Tomlinson
25 May	Rural West Ward Team	18 Back Swinegate/ 10.30am	Powell/Bradley
31 May	YLCA York Branch	New Earswick/7.30pm	Powell/Bradley
20 Jun	Ward Committee	TBA	All

12/093– TO CONSIDER MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA

Minor Matters

None

Items for next agenda

To discuss future Parish Council funding of the Poppleton Community Trust

To discuss funding in general

To review action on the builder's sign in Main Street

12/094- TO AGREE THE DATE OF NEXT MEETING AS WEDNESDAY 23 MAY 2012

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on **Wednesday 23** May 2012.

The meeting closed at 9.43 pm.

Chairman.....

Date.....

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