

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30PM ON MONDAY, 20 MAY 2013

#### PRESENT:

Cllr. G A Bradley (Chairman)                      City Cllr. Ian Gillies  
Cllr. E M Jones    Roger Keeling  
Cllr. P H F Powell  
Cllr. C S Walsh    Mr B J W Mackman (Clerk)

#### 13/092 - TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

Cllr. Bradley was proposed, seconded and elected as chairman.

#### 13/093 – TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Cllr. Bradley signed his Declaration of Office.

#### 13/094 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No names were put forward.

#### 13/095 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

#### 13/096 – PUBLIC PARTICIPATION

None.

#### 13/097 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Cllr. J L Craven and Cllr. D Tomlinson

#### 13/098 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Powell
Planning Committee	Powell, Tomlinson, Jones
Manor Academy Representative	Jones
Millennium Green Representatives	Walsh, Bradley
Neighbourhood Watch Co-ordinator	None
Poppleton Community Trust Observer	Vacant
Poppleton Moat Fields Management Group Representatives	Craven, Bradley
Poppleton Ousebank School Governors Representative	Vacant
Poppleton Youth Action Group Representative	Bradley
Rural West York Ward Team Representative	Powell
Ward Committee Representative	Powell
Wildlife Trust Representative	Jones
York Open Planning Forum Representative	Bradley, Powell
Yorkshire Local Councils Associations Representatives	Powell, Bradley

#### 13/099 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 15 APRIL 2013

The minutes of the Parish Council meeting held on 15 April 2013, having been circulated prior to the meeting, were approved and signed.

#### 13/100 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Ian Gillies reported that:-

- There are plans to reduce the City Council's Planning Department from three to two areas.
- The Local Plan affects all the villages round York. It contains plans to build 36 houses on the Blairgowrie site in Main Street, Upper Poppleton, 308 houses on the Civil Service site and 998 houses on the British Sugar site.
- Plans to create a Travellers/Showpersons site in Knapton had seen over 200 people turn up to the Ward Committee meeting held on 8 May.
- Public consultation on the Local Plan is to commence on 5 June and run to the end of July.
- It is expected that work on the A59 Park and Ride site will commence on 10 June. Balfour Beattie is the main contractor.
- Travellers have arrived on land in Great North Way. They are being asked to move away.

### **13/101 – TO RECEIVE THE CLERK'S REPORT:**

The Clerk reported

(a) *Progress on moving the bus stop in Main Street (Min. 13/073a)*

No progress to report.

(b) *Progress on felling three cupressus trees on the Common Land in front of Ash Keys and Wylde Green in Main Street (Min. 13/073b)*

It was reported that the trees have been felled.

(c) *Progress on registering field as Open Space (Min. 13/073c)*

The draft Local York Plan shows this field as being Open Space.

(d) *Progress on repairing the damage to the verge between the Poppleton Centre and the triangle (Min. 13/073e)*

The verge has been seeded.

(e) *Progress on the Newsletter (Min. 13/073f)*

The Newsletter is almost complete and is due to be sent to the printer in the next few days.

(f) *Flooding by the shops in Allerton Drive (Min. 13/073h)*

No progress to report.

(g) *Progress on the installation of the Village sign near Kyle Way (Min. 13/082)*

The City Council is matching the bricks and will construct the sign as soon as the bricks are available.

(h) *Report on the litter pick on 24 April (Min. 13/083)*

The litter pick did not take place owing to the heavy rain at the time.

(i) *Progress on clearing litter from the triangle in Millfield Lane (Min. 13/083)*

The Clerk reported having asked for the site to be cleared.

(j) *Progress on rationalising advertising signs near the A1237/Millfield Lane roundabout (Min. 13/085)*

The City Council's Highways Department has been asked to look at the problem but has not reported on its findings.

### **13/102 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

13/102/1 - *The Clerk referred to the following item of correspondence:-*

- (a) Ainsty (2008) Internal Drainage Board - Notice of appointment which the Clerk had put on the Church Lane notice board
- (b) A letter from a resident regarding dog fouling on the Millennium Green
- (c) A schedule of Section 106 monies held by the City Council over the last few years. None is due to Nether Poppleton Parish Council

13/102/2 - *It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

- (a) Clerk & Councils Direct - May 2013, Issue 87
- (b) CPRE - Transport Toolkit
- (c) Environment Agency - More details on the consultation process re the proposed Allerton Park incinerator
- (d) Local Government Boundary Commission - Draft recommendations
- (e) NYCC - Minerals & Waste Joint Plan
- (f) Rural Action Yorkshire-Country Air - Spring 2013, Issue 125
- (g) York Libraries - What's happening

### 13/103 – FINANCE

#### (a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the previous financial year and a report for the current financial year for the period to 20 May 2013. The reports reflected the receipts and payments below. The bank balances at 20 May were:

Current Account	£500.00
Business Money Manager Account	£51,770.30
National Savings Investment Account	£14,692.62

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

1589	Summerfield Nursery	Cutting the grass in Allerton Drive garden	£37.00
1590	Poppleton Community Trust	Room hire – April	£40.80
1591	City of York Council	New name plate on Millfield Lane village sign	£110.00
1592	James Mackman	Salary – May	£459.20
1593	Post Office Ltd	Tax – May	£114.80
1594	Broker Network	Annual insurance premium	£689.78
1595	James Mackman	Expenses	£22.17

#### (c) *Income Received*

City of York Council	First half year's precept	£10,500.00
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#### (d) *To consider a request for funds from the Millennium Green Trust*

It was agreed that the Trust should be given the £800 provided in this year's budget. **(Action Clerk)**

#### (e) *To consider quotations for the annual insurance*

The Clerk reported that the three-year agreement with Came & Co expires on 31 May. He had tried without success to obtain a quotation from AON. A quotation for another three-year agreement had been received from Came & Co. This was for £689.76 which is £94.28 less than last year. It was agreed to accept a new three-year agreement. **(Action Clerk)**

### 13/104 – PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications including applications received since the April 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 Cllrs. confirmed their agreement of the Planning Committee's comments.

Ref: 13/00641/FUL – Erection of bungalow at Mill Race, Main Street by Mr Ken Hunter.	No objections
Ref: 13/00785/REMM – Reserved matters application for approval of access, appearance, landscaping, layout and scale for the erection of 8 industrial and storage and distribution units following the grant	No objections

<p>of outline permission 06/00518/FUL (phase 2) at Plot 15 Great North Way by Mr Garry Baker.</p>	
<p>Ref: 13/00885/FUL – Two-storey side and single-storey side and rear extension at 4 Wilson Cottages, Church Lane by Ms J Fisher.</p>	<p>The site is within the Nether Poppleton Conservation Area</p> <p>The Parish Council objects to the application on the following grounds:-</p> <ul style="list-style-type: none"> <li>• The proposal is gross overdevelopment of the existing; increasing the total floor area to three times the existing.</li> <li>• There are too many roof lights</li> <li>• The large front window should be sliding sash to match others on the front elevation of the terrace</li> <li>• The slot window on the front elevation is not compatible with other windows.</li> </ul> <p>We recommend that the application is refused.</p>
<p>Ref: 13/00904/FUL – Two-storey side extension at 8 Midway Avenue by Mr Rob Hall.</p>	<p>No objections</p>
<p>Ref: 13/01040/FUL – Renovation and conversion of existing dwelling and attached barn at 36 Church Lane by Mrs M Van Tol.</p>	<p>The Parish Council has no objections but wishes to make the following comments.</p> <ul style="list-style-type: none"> <li>• Conversion needs to be carefully detailed and executed</li> <li>• Original and early interior details need to be retained wherever possible</li> <li>• The proposed insulation and underdrawing of the ceilings needs to be assessed to retain and protect historic details</li> <li>• Proposals should not adversely change the character and appearance of the Conservation Area</li> </ul> <p>At least the scheme secures a use for this Grade II* listed building</p>
<p>Ref: 13/01042/LBC - Renovation and conversion of existing dwelling and attached barn at 36 Church Lane by Mrs M Van Tol.</p>	<p>The Parish Council has no objections but wishes to make the following comments.</p> <ul style="list-style-type: none"> <li>• Conversion needs to be carefully detailed and executed</li> <li>• Original and early interior details need to be retained wherever possible</li> <li>• The proposed insulation and underdrawing of the ceilings needs to be assessed to retain and protect historic details</li> <li>• Proposals should not adversely change the character and appearance of the Conservation Area</li> </ul> <p>At least the scheme secures a use for this Grade II* listed building</p>

*(b) To note Local Authority Planning Decisions*

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

- Ref: 13/00430/ADV – Display of various signage to replace existing at Spaceways Service Station, Great North Way by The Co-operative Group Ltd.
- Ref: 13/00625/FUL - Single-storey side extension and porch to front at 26 Hillcrest Avenue by Mr & Mrs Wood.
- Ref: 13/00703/FUL – First floor rear and single-storey front extensions at 10 Esk Drive by Mrs Jacqueline Helm.
- Ref: 13/00713/TCA – Fell conifer x 4, Trees in the Conservation Area at Wylde Green, Main Street by Mr Rae Youngman.

It was noted that the following application had been withdrawn:-

- Ref: 13/00129/OUT – Outline application for erection of detached two-storey dwellinghouse with new access following demolition of existing bungalow and outbuildings at 41 Millfield Lane by Mr & Mrs Washington.

**13/105 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Grass cutting*

No report.

*(b) The Moat Fields –*

*i. Progress on applying for a Dog Control Order for the Moat Fields and Millennium Green*

There was no progress to report on obtaining a Dog Control Order. The Clerk is to contact the City Council and find out why there is a delay. **(Action Clerk)**

Concern was expressed that the gate to the Moat Field to the left of the track had been locked contrary to the wishes of the Parish Council. It was agreed that Cllr. Bradley would discuss the matter with the Moat Fields Management Group. **(Action Cllr. Bradley)**

*ii. To receive a report on the cost of cutting the grass on the Railway Field and providing dog-proof fencing*

The Clerk reported having received a quotation for cutting the grass in the Railway Field. This information may be used at a later date. He stated that the existing fence is sufficient to prevent access to the Church Field by dogs.

*(c) Allerton Drive garden*

- i. The grass has been cut.
- ii. Cllr. Jones has painted the seat/containers
- iii. The Yorkshire in Bloom group is to be asked to look after the plants in the containers **(Action Clerk)**

*(d) The Cartsheds and Wildlife area*

Nothing to report.

*(e) The management of Parish Council woodland*

No progress to report.

*(f) Repairs to the War Memorial*

No progress to report.

*(g) Work to Common Land trees and bushes*

It was agreed that quotations should be sought for removing a fallen tree by the beck and for pollarding the willows on the river bank. **(Action Clerk)**

### 13/106 – TO RECEIVE A REPORT ON VILLAGE POLICING

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

7 Apr	Theft	Phone taken while in Restaurant	Ings Lane
12 Apr	Burglary other	Waste oil removed	White Rose Close
15 Apr	Burglary Dwelling	Items taken from house	Main Street

PCSO Colley reported that

- Figures against last year show a reduction of 9%,

### 13/107 – TO RECEIVE REPRESENTATIVES' REPORTS

(a) Cllr. Jones reported on Manor Academy Training Day held on 8 May.

(b) Cllr. Powell reported on

- i. The Ward Team meeting held on 22 April
- ii. The Ward Committee AGM held on 8 May when over 200 people attended.

(c) Cllr Bradley reported on the Poppleton Youth Action Group meeting held on 25 April

### 13/108 - FOOTPATHS - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) *Diamond Jubilee Footpath extension - To agree surveyor / documentation fees of £250*

Councillor Craven was absent but had sent the following report.

The Parish Council's application has successfully passed through the Network Rail clearance process with some licence stipulations in relation to signage and maintenance which will form part of the conditions of the agreement. These are in brief:

- The proposed scheme must not exacerbate any flooding issues which may currently exist. All maintenance obligations for the footpath to reside with the parish council.
- Any complaints in respect of the footpath surface, standing water etc to reside with and be resolved by the parish council.
- On termination of the agreement the parish council to remove all infrastructure and reinstate the land to the satisfaction of the maintenance delivery manager.
- The parish council shall erect non-dedication notices to the effect that use by pedestrians is of a permissive nature only.
- There must be no effect on the existing bridge structure or foundations either during the undertaking or on completion of this proposed scheme ings footpath extension; full details, drawings and methodology for the works are required for Network Rail approval prior to the undertaking of the works.

Network Rail is drafting the licence agreement which the Clerk will sign. **(Action Clerk)**

(b) *Thickpenny Farm*

No progress to report.

### 13/109 - TO CONSIDER PARISH COUNCILLOR TRAINING

It was agreed that Cllr. Bradley should attend the YLCA's Course on Chairmanship to be held at the Royal York Hotel on 8 June at a cost of £115. **(Action Clerk)**

### 13/110 – TO RECEIVE A REPORT ON THE 2013 YORKSHIRE IN BLOOM COMPETITION AND CONSIDER A REQUEST FOR FUNDS

It was noted that the visit to the village by the Yorkshire in Bloom judges on 18 April had been cancelled as the judges had recognised that the cold winter had caused problems and delayed spring growth.

The judges will now visit the villages on 12 July. The Yorkshire in Bloom Action Group had circulated a detailed action plan.

The Cllrs. considered a request to advance the £500 provided in this year's budget to the Action Group. It was agreed that the Action Group be asked to provide a copy of its constitution as a condition for to any

funding to be made. It was also agreed that the Group be asked to provide details of any prizes that it may consider awarding in this year's competition. **(Action Clerk)**

**13/111 – TO CONSIDER A REQUEST FOR FUNDING FOR THE JUDICIAL REVIEW REGARDING THE OBJECTION TO PLANNING CONSENT FOR THE ALLERTON PARK INCINERATOR**

After a short discussion it was agreed not to give financial support to this project.

**13/112 – TO CONSIDER THE USE OF SOCIAL MEDIA AS A MEANS OF COMMUNICATION**

Councillor Walsh gave a demonstration of Twitter as used by Boston Spa School. The Councillors agreed that the Clerk take instruction on how to set up and run a Twitter account for the Parish Council. **(Action Cllr. Walsh & Clerk)**

**13/113 - TO CONSIDER THE KNOWN IMPLICATIONS OF THE YORK LOCAL PLAN**

It was agreed that a sub-committee consisting of Cllrs. Bradley, Jones and Powell should meet to discuss the Local Plan, look at the implications of the Plan on the village and report back to the Parish Council.

It was agreed that Upper Poppleton Parish Council be asked if it would form a joint working group to discuss the York Local Plan. **(Action Clerk)**

**13/114 - TO CONSIDER THE CITY COUNCIL'S OFFER ON CYCLE RACKS**

The City Council had advised that they're promoting a ParkThatBike project the aim of which is to make cycling easier and more convenient, and to tackle the problem of bike theft in York. They're offering various types of cycle stand free of charge and are inviting Parish Councils to apply for stands "if you have a hall, community centre or green space that needs cycle parking. Similarly, if there are local businesses, community groups, shops, pubs, offices or churches that need bike parking please encourage them to apply for free cycle parking."

The Cllrs. agreed that they would not take up the offer.

**13/115 – TO CONSIDER THE PROVISION OF YELLOW LINES IN THE VILLAGE**

The City Council had written to ask about the Parish Council's attitude on the introduction of yellow lines on the corner of Church Lane and Main Street. The Cllrs. referred to the questionnaire completed by most of the residents in Main Street when the overwhelming, majority objected to the introduction of yellow lines. It was agreed that the City Council be advised that the Parish Council strongly opposes the introduction of yellow lines in the village. **(Action Clerk)**

**13/116 – TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
5 Jun	Poppleton Transport Group re A59 Park & Ride	Poppleton Centre/ 2.30pm	Bradley, Jones
6 Jun	YLCA York Branch	New Earswick Folk Hall/ 7.00pm	Powell, Bradley
11 Jun	Poppleton Community Trust AGM	Poppleton Centre/ 7.00pm	All
24 Jun	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	
27 Jun	Rural West Team	Askham Richard Village Hall/ 10.00am	Powell

**13/117– TO CONSIDER MINOR MATTERS**

It was agreed that the Chairman should send a letter to Peter Hawkins thanking him for the valuable contribution he had made to the Parish Council during his time as a Parish Councillor. **(Action Cllr. Bradley)**

**13/118 – TO CONSIDER ITEMS FOR THE NEXT AGENDA**

The future storage of Parish Council records.

**13/119- TO AGREE THE DATE OF NEXT MEETING AS MONDAY 17 JUNE 2013**

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on Monday 17 June 2013.

The meeting closed at 10.07 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](mailto:jmackman@tesco.net)