

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 19 MAY 2014

#### PRESENT:

Cllr. G A Bradley (Chairman)

City Cllr. Chris Steward

Cllr. E M Jones

Cllr. P H F Powell

Cllr. C S Walsh

Mr B J W Mackman (Clerk)

#### 14/109 - TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

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

#### 14/110 – TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Cllr. Bradley signed his Declaration of Office.

#### 14/111 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR

No name was put forward.

#### 14/112 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

#### 14/113 – PUBLIC PARTICIPATION

None.

#### 14/114 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apoloiges for absence were received and accepted from Cllr. J L Craven.

#### 14/115 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Powell
Planning Committee	Powell, Jones, Walsh
Cycle/Footpath Parish Links Representative	Craven
Manor Academy Representative	Jones
Millennium Green Representatives	Walsh, Bradley
Neighbourhood Watch Co-ordinator	None
Poppleton Community Trust Observer	Bradley
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

#### **14/116 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 28 APRIL 2014**

The minutes of the Parish Council meeting held on 28 April 2014, having been circulated prior to the meeting, were approved and signed.

#### **14/117 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY**

City Cllr. Chris Steward reported that Julian Sturdy MP is holding two public meetings in the Ward and gave details of the time scale of the City Council's Local Plan.

#### **14/118 – TO RECEIVE THE CLERK'S REPORT:**

*Progress on production of the Spring Newsletter (Min. 14/104)*

It was noted that the Newsletter had been printed and had been distributed by the Councillors. Three replies had been received and suitable responses were agreed. **(Action Clerk)**

#### **14/119 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*14/119/1 - It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

- (a) Clerk & Councils Direct - May 2014 - Issue 93
- (b) Upper Poppleton Parish Council - Minutes of 14 April

*14/119/2 - It was noted that the correspondence received since the April meeting, as listed below, had already been circulated to the Councillors*

- (a) An invitation to visit the new A59 Park & Ride site prior to its official opening on 11 June
- (b) An E-Bulletin from Julian Sturdy MP
- (c) City of York - Hackney Carriage Consultation
- (d) Police & Crime Commissioner - North Yorkshire road safety survey
- (e) YLCA - Provision of services agreement
- (f) YLCA – North Yorkshire Health & Wellbeing Board Newsletter

#### **14/120 – 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 19 May 2014. The reports reflected the receipts and payments below. The bank balances at 19 May were:

Current Account	£500.00
Business Money Manager Account	£44,271.90
National Savings Investment Account	£14,802.82

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

1688	Broker Network Ltd	Annual insurance premium	£674.95
1689	Historic Property Restoration Ltd	War Memorial repair work	£6,040.00
1690	Poppleton Community Trust	Room hire – April	£20.70
1691	James Mackman	Salary – May	£463.78
1692	Post Office Ltd	Tax – May	£116.00
1693	The Conservation Volunteers	Final instalment on Warren Lea restoration work	£476.80
1694	James Mackman	Expenses	£26.00

*(c) Income Received*

City of York Council	1 <sup>st</sup> half year's precept	£10,077.50
Friends of Poppleton Tithe Barn Trust	Cartshed rent	£80.00

*(d) To receive a report on Council Tax Support Grant*

Cllr. Powell explained that whilst the precept for the last financial year had been set at £21,500 it had contained the sum of £1,022 Council Tax Support Grant.

*(e) To consider revisions to the Financial Regulations*

Cllr Powell said that he had received a copy of the new Financial Regulations issued NALC. It was agreed that he and the Clerk should look through them and see if they need to be amended prior to adoption by the Parish Council. **(Action Cllr. Powell and Clerk)**

**14/121 – 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 plan that has 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.

Details of Planning Application	Comments
Ref: 14/00937/FUL – Rooflights to front and dormer window to rear at 12 Littlefield Close by Mr & Mrs Simpson.	The Parish Council objects on the following grounds  1. Windows to the office and bedroom could intrude on the privacy of the properties in Nether Way.  2. Roof lights on the front elevation are not in keeping with the existing street scape.

*(b) To note Local Authority Planning Decisions*

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

- Ref: 13/03656/FUL – Erection of detached bungalow to side of Mill Race Bungalow, Main Street (resubmission) by Mr Ken Hunter.
- Ref: 14/00520/FUL – First floor side extension at 36 Nursery Road by Mr Heath Lanzillotti.
- Ref: 14/00586/FUL – Single-storey side extension, replacement attached garage to side and porch to front at 67 Millfield Lane by Mr Andrew James.
- Ref: 14/00608/TCA – Fell willow, Tree in Conservation Area at 18 Church Lane by Mr George Bolton.

**14/122 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Grass cutting*

It was agreed that the grass that Council's grass-cutting contractor be asked to cut all the grass as soon as possible as it had grown very high during the warm wet spring. **(Action Clerk)**

*(b) The Moat Fields*

No report.

*(c) Allerton Drive garden*

Cllr. Jones has volunteered to trim the area under the hedges.

*(d) The Cartsheds and Wildlife area*

No report on this subject.

*(e) The management of Parish Council woodland*

- i. The Clerk reported that the City Council had agreed verbally to the application to carry out the work to the trees by the bungalows in Riverside Walk.
- ii. It was agreed that the Conservation Volunteers be asked to cut a metre-wide area of grass along the new footpath in Warren Lea as the nettles are making it difficult to walk safely. **(Action Cllr. Jones)**
- iii. It was noted that the copper beech tree planted to commemorate Walter and Elsie Baldock has died. The Clerk is to contact the donors to advise them of this. **(Action Clerk)**

*(f) The War Memorial*

Cllr. Powell agreed to write the method statement required by the War Memorial Trust in order that the Parish Council can claim their grant. **(Action Cllr. Powell)**

It was noted that the grass sown on the new embankment is growing well.

*(g) Repairs to the bus shelter*

A quotation from Ken Falkingham for the repairs to the bus shelter was accepted. **(Action Clerk)**

*(h) The offer of twelve oak trees*

It was agreed that Cllrs. Jones and Powell would look at possible sites for planting the oak trees in Broad Lane. **(Action Cllrs. Jones & Powell)**

*(i) Resurfacing the St Everilda's car park*

Discussion on this subject was deferred until the August meeting

*(j) The provision of tubs/bollards to protect verges*

A specification for bollards and Falkingham's quotation for installing them was discussed. It was agreed that permission to install the bollards, which would be in the Conservation Area, would be sought from the City Council. Assuming permission is granted the School and the Poppleton Centre will be advised of the work to be carried out after which the contract will be awarded. **(Action Clerk)**

*(k) An easement for an outfall pipe from Mill Race*

A request to install a land drain under the Common Land at the end of Riversvale Drive was considered. It was agreed that Cllrs. would visit the site and that a decision on the subject would be deferred until the June meeting. **(Action Cllrs.)**

#### **14/123 – 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.

20 Apr	Criminal damage	Window scratched	Severn Green
21 Apr	Violence	Shop assistant assaulted. CCTV and ID procedures ongoing	Great North Way
23 Apr	Theft	Watch removed from locker	White Rose Way
26 Apr	Burglary	House entered, disturbed – 1 arrested and charged	Severn Green

PCSO Colley reported that figures against last year show a reduction of 32%.

#### **14/124 – TO RECEIVE REPRESENTATIVES’ REPORTS**

- (a) Cllr. Bradley reported on the PYAG meeting held on 1 May
- (b) Cllr. Jones reported on
  - i. The Traffic Group meeting held on 7 May
  - ii. The Manor Academy Full Governors meeting held on 7 May
- (c) Cllr. Powell reported on the Ward Team meeting held on 15 May

\*Cllr. Walsh retired from the meeting at this point in the agenda.

#### **14/125 - FOOTPATHS - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

(a) *Diamond Jubilee Footpath extension*

No news on this subject.

(b) *Thickpenny Farm*

No news on this subject.

#### **14/126 - TO CONSIDER PARISH COUNCILLOR TRAINING**

It was again noted that YLCA training events would be re-starting soon.

#### **14/127 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S TWITTER ACCOUNT**

The Clerk reported that he has added another tweet. There are now 22 followers.

#### **14/128 – TO CONSIDER THE CITY COUNCIL’S RESPONSE TO THE POSSIBILITY OF EXTENDING THE CYCLE PATH ALONG MILLFIELD LANE TOWARDS MAIN STREET**

Cllr. Jones reported having no further news on this subject.

#### **14/129 – TO AGREE ITEMS TO INCLUDE ON THE REGISTER OF COMMUNITY ASSETS**

The Councillors looked at the list of items they had suggested be included on the Register. It was agreed that the following should be included.

The Lord Nelson public house, the Tithe Barn, Dodsworth Hall, Poppleton Centre, Junior Football Pavilion and the village shops in Allerton Drive.

The Clerk is to inform the City Council of this list and seek confirmation that it will support inclusion of the items listed. **(Action Clerk)**

**14/130 – TO AGREE TO ACCEPT THE QUOTATION FOR A BUS SHELTER AT THE BUS STOP BY THE BRIDGE IN MILLFIELD LANE**

The Clerk had obtained a quotation for the “Arun” design bus shelter but it was agreed to delay making a decision until J C Decaux had been asked if they could provide a similar bus shelter. (Action Clerk)

**14/131 - TO CONSIDER PLANS FOR THIS YEAR’S YORKSHIRE IN BLOOM COMPETITION**

It was reported that

- The judges will be visiting the village at 2.00pm on 15 July.
- Last year the judges commented that there should be a theme so the committee have chosen red, white and blue flowers. The judges also commented that the school children should be involved in the competition. This year each class at the school has an allotment and these will be judged.

**14/132 – TO CONSIDER A REPORT ON NEIGHBOURHOOD PLANS**

Cllr. Jones reported on the meeting that she had attended with Cllr. Powell at the City Council West Offices. They had met with Officers and Upper Poppleton Parish Cllrs. Crabb and Brydson. They had agreed to apply to produce a Neighbourhood Plan for the Upper and Nether Poppleton Parish Council areas. Nether Poppleton Parish Council would be the lead Council.

It was resolved that the Parish Council would sign a letter of intent to go ahead with the production of a Neighbourhood Plan. (Action Cllr. Jones)

**14/133 – TO RECEIVE A REPORT ON THE YORK LOCAL PLAN**

Cllr. Powell reported on Julian Sturdy’s meeting in Osbaldwick. He said that he has met with Upper Poppleton Cllrs. Crabb and Brydson. No further action is possible until the public consultation starts and the revised documents are available. (Action Cllr. Powell)

**14/134 – TO DISCUSS THE PROPOSED EXTENSION OF THE A59 BOROUGHBRIDGE ROAD/NORTHFIELD LANE 40MPH SPEED LIMIT**

It was reported that the City Council had submitted a proposal to move the 40mph limit to a few yards west of Station Road. Upper Poppleton Parish Cllrs. had resolved that, with the imminent opening of the A59 Park and Ride, it would be better to move the start of the 40mph limit to the west of Hodgson Lane. The Cllrs. agreed with this proposal. The Clerk is to inform the City Council of this decision. (Action Clerk)

**14/135 – TO CONSIDER APPOINTING A REPRESENTATIVE TO THE PROPOSED CRICKET CLUB ORGANISING COMMITTEE**

Cllr. Walsh agreed to be the representative on this committee when it is formed.

**14/136 – TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
29 May	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Bradley
29 May	Rural West York Ward “Community Conversations”	Copmanthorpe Methodist Church/ 6.00pm to 8.00pm	All
5 Jun	Official visit to the A59 Park & Ride site	A59 Park & Ride site/ 11.00am	All
5 Jun	YLCA York Branch	Folk Hall, New Earswick/ 7.00pm	Powell, Bradley

6 Jul	Tour de France	Upper Poppleton from 9.00am	All
17 Jul	Poppleton Youth Action Group	15 Bankside Close/ 8.00pm	Bradley

**14/137 – TO CONSIDER MINOR MATTERS**

None.

**14/138– TO CONSIDER ITEMS FOR THE NEXT AGENDA**

To consider funding the creation of a Neighbourhood Plan  
Action on the Local Plan

**14/139 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 16 JUNE 2014**

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on Monday 16 June 2014.

The meeting closed at 9.52 pm.

Chairman.....

Date.....

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