

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 17 NOVEMBER 2014

PRESENT:

Cllr. G A Bradley (Chairman)

Cllr. E M Jones

City Cllr. Chris Steward

Cllr. P H F Powell

Cllr. D A Simpson

Mr B J W Mackman (Clerk)

Cllr. C S Walsh.

14/266 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

14/267 – PUBLIC PARTICIPATION

None.

14/268 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Craven and Reynolds.

14/269 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 20 OCTOBER 2014

The minutes of the Parish Council meeting held on 20 October 2014, had been circulated prior to the meeting. Cllr. Jones proposed that two additions were made to the minutes prior to the meeting and this was agreed. Not being possible to physically amend the minutes at the meeting it was agreed that the amended minutes would be submitted for approval at the January meeting.

14/270 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Chris Steward reported that: -

- Following Labour defections and with Labour losing their majority a special full council had been called to amend all the committees so opposition councillors have a majority rather than Labour and this has now taken effect.
- There is a need for more snow wardens for the village.
- The City Council has been asked to remove the chicane in Long Ridge Lane.

14/271 – TO RECEIVE THE CLERK'S REPORT:

(a) *Progress on the removal of the chicane in Long Ridge Lane*

It was agreed that the Clerk should again write to the City Council to ask that the chicane be removed as soon as possible. (**Action Clerk**)

14/272 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

14/272/1 - *The Clerk referred to the following items of correspondence:-*

- (a) Ian Collinson - Chicane removal query
- (b) An email from CYC giving 21 days notice to clear the ditch that runs alongside Saxe Dane Lodge. It was agreed that the Ainsty 2008 Drainage Board be asked if they would clear the ditch. (**Action Clerk**)
- (c) Poppleton Community Trust - Grant application

- (d) Poppleton Luncheon Club - Request for a donation
- (e) PYAG - Grant application

14/272/2 - It was noted that the correspondence received since the October meeting, as listed below, had already been circulated to the Councillors

- (a) CYC - Yortime News - November 2014
- (b) Julian Sturdy - e-Bulletin
- (c) Kay Bailey – CYC - Rural West York Ward news
- (d) Rural Action Yorkshire – e-Bulletin

14/272/3 - It was agreed that the correspondence received since the October meeting, as listed below, be circulated to the Councillors

- (a) Clerk & Councils Direct - November 2014 - Issue 96
- (b) Upper Poppleton Parish Council - Minutes of 13 October 2014

14/273 – 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 17 November 2014. The reports reflected the receipts and payments below. The bank balances at 17 November were:

Current Account	£500.00
Business Money Manager Account	£24,561.36
National Savings Investment Account	£14,802.82

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

1739	Exactis	Leaflet for Remembrance Sunday	£39.36
1740	Summerfield Nursery	Grass cutting for the season	£1,046.50
1741	Peter Powell	Expenses re Remembrance Sunday	£60.00
1742	James Mackman	Salary – November	£463.78
1743	Post Office Ltd	Tax – November	£116.00
1744	Hutton Peach	Neighbourhood Plan questionnaires (locality funds)	£258.00
1745	Skyline Images	Aerial photographs of the village (Neighbourhood plan funds)	£750.00
1746	Cllr. Jones	Reimbursement of Neighbourhood Plan expenses(Locality funds)	£62.98
1747	The Tree Fella	Pollarding willow trees by the riverbank	£1,100.00
1748	James Mackman	Expenses including a wreath (£17.00)	£35.63

(c) Income Received

Sir Thomas Glemham's Regiment	Cartshed rent	£80.00
HMRC	VAT refund	£4,040.94

(d) To discuss donation to Citizens' Advice Bureau

The Clerk reported having written to ask the CAB for a copy of the latest report for the Councillors to consider prior to making a decision on giving a grant in the current financial year. To date no report had been received.

(e) To consider a request for funds from the Poppleton Bowls Club

A request for a contribution towards cost of the recent works to the Bowl's Club green was considered. It was agreed that the Club should be asked to provide some more financial information and if it had asked the Poppleton Community Trust for financial help. It was agreed to defer a decision until the information was available. **(Action Clerk)**

(f) To note the external auditors comments on the Annual Return

The external auditor had made the following comment on the Annual Return.

The amount shown in the precept box should be reduced by the Council Tax Support Grant which for 2013-14 was £1,022. This had been done and the alteration initialled by the Chairman and Clerk.

(g) To note the proposed budget for 2015-16

The Clerk said that he would be forwarding a suggested budget for 2015-16 to the Cllrs. in due course. **(Action Clerk)**

(h) A breakdown of the Neighbourhood Plan expenses was submitted by Cllr. Jones. The cost to date is £1,440.68 of which the Locality cost is £710.68 and the Parish Council cost is £750 plus recoverable VAT. It was noted that the full Locality Grant would be used by December and a report submitted to Locality showing the total spend.

14/274 – PLANNING APPLICATIONS

The Clerk reported that there had been no planning application since the October Parish Council meeting for the Councillors to consider.

To note Local Authority Planning Decisions

It was noted that no planning applications had been approved by the Local Planning Authority since the October Parish Council meeting.

It was noted that the following planning application had been withdrawn.

Ref: 14/02175/FUL – Variation of conditions 6 and 9 of permitted application 06/02495/FUL to alter opening hours and to allow use of unit 8 as performing arts studio (use Class D2) at Westfield House, Millfield Lane by Mr Paul Butler.

14/275 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

The Clerk reported that the City Council has said it will not be submitting a tender for the forthcoming renewal of the grass-cutting contract. Two other contractors had been asked to submit tenders. It was agreed that one more be asked for. **(Action Clerk)**

(b) The Moat Fields – pollarding along the river bank

It was agreed that the willows growing along the riverbank in the Moat Fields be pollarded so that the view of the river from the stone seats is restored. The Moat Fields Management Group is to be asked if it will arrange for the pollarding to be carried out. **(Action Clerk)**

(c) Allerton Drive garden

The hedge is to be cut soon.

(d) *The Cartsheds and Wildlife area – refurbish seat by the pond*

The Wildlife Trust had written the following. "We wish to fell a tree at the duck pond. It is situated between the large willow at the front of the pond and another substantial tree near the pond on the other side of the fence. It has actually seeded itself and is now growing into both the other trees and causing too much shade and debris in the pond." The Councillors agreed to the work. **(Action Clerk)**

The Cllrs. also agreed that Ken Falkingham be asked to refurbish the seat in front of the pond. **(Action Clerk)**

(e) The management of Warren Lea including consideration of awarding a contract to TCV to look after the area on an annual basis

It was resolved to accept the TCV quotation for the work to Warren Lea. (Action Clerk)

(f) *Trees*

It was noted that the work to the trees by Riverside Walk has yet to be done.

(g) *Verge protection in Main Street and Ousemoor Lane*

The Clerk confirmed that he had written to the school regarding the possible installation of bollards on the triangle.

(h) *The continuing presence of skips in front of Ash Grove House*

It was resolved that the Clerk should contact the City Council to ask if any offence is being committed under Common Land regulations with the continued presence of skips outside Ash Grove House. **(Action Clerk)**

14/276 – 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.

13 Oct	Criminal damage	Vehicle damaged – 1 arrest	Severn Green
21 Oct	Violence	Family dispute	Severn Green
22 Oct	Theft	Items from shop – 2 suspects await CCTV confirmation	Great North Way
24 Oct	Theft	Theft from grave – 2 arrested	Church Lane

PCSO Colley reported that figures for Rural West York show a reduction of 14% against last year

14/277 – TO RECEIVE REPRESENTATIVES' REPORTS

Cllr. Powell reported on:-

- i. The Remembrance Day Sunday Service on the Upper Poppleton Green. Service leaflets had been handed to the people attending and this had proved a successful innovation. The Cllrs. thanked Cllr. Powell for co-ordinating this year's Service.
- ii. The Armistice Day Service when Daniel Clayton, the great nephew of the three Horsleys mentioned on the War Memorial, read out the names of all the fallen. This year the Service commemorated the 100th Anniversary of the start of The Great War.
- iii. The Rural West Forum meeting held on 12 November
- iv. The YLCA York Liaison meeting with CYC held on 12 November when the main topics were Emergency Planning and Complaints Procedure

14/278 - FOOTPATHS - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Diamond Jubilee Footpath extension

This subject is still work-in-progress.

(b) Thickpenny Farm

No news on this subject.

14/279 - TO CONSIDER PARISH COUNCILLOR TRAINING

It was agreed that none of the current training events on offer were appropriate for the Councillors.

14/280 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S TWITTER ACCOUNT

The Clerk reported that he had tweeted a couple of items recently. There had been a slight increase in the number of followers.

14/281 – TO CONSIDER THE FUTURE OF THE PARISH COUNCIL’S WEBSITE

After discussion it was resolved that the Clerk, in conjunction with the Chairman, should set up a website with an experienced Parish Council website developer chosen from one of the five names that were tabled at the meeting. A guide price to cost was set at £500 for setting up and £200 for the annual maintenance of the website. **(Action Cllr. Bradley and Clerk)**

14/282 – TO CONSIDER A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FOR POPPLETON

Cllr. Jones reported the following on the Neighbourhood Plan: -

- Designated area finally confirmed 15/10/2014
- Three Consultation meetings held with presentation 9/9, 23/9, 6/10
- Questionnaire developed, designed and printed for the village 25/11/2014
- Questionnaire distributed by councillors by 1/11/2014 (many thanks)
- Questionnaires collected regularly and collated (350 returned by 11/11)
- Business questionnaire developed, designed and printed 25/11/14
- Returned questionnaire analysed and collated 11/11/14 returned 60/90
- Aerial photographs commissioned 19/10. 26/10
- Locality call for further bridging funding completed 7/11/14
- Acknowledgment of funding application with request for quote for website and consultant’s timescales 8/11/14
- Website specification distributed for quotations 10/11/14
- Consultant contacted with specification and deadline set.11/11/14
- Public display arranged for Methodist Hall 29 /11/14
- Further consultation and feedback from questionnaires arranged for December in All Saints Church Hall.

NEXT STEPS

- Get Website set up and advertised.
- Meet with Consultant to agree policy development
- Policies to be placed on Website for consultation and response
- Draft Neighbourhood Plan to be developed
- Further consultation and submission
- Independent Examination
- Referendum and adoption

14/283 – TO RECEIVE A PROGRESS REPORT ON THE YORK LOCAL PLAN

City Cllr. Chris Steward said that the City Council’s Local Plan Working Group is meeting on 15 December.

14/284 - TO DISCUSS PROGRESS ON THE PROPOSED ADVENTURE PLAYGROUND AT THE POPPLETON CENTRE

The Clerk reported that he had arranged a meeting of a Steering Committee for the adventure playground for 20 November. Currently there were eight possible members of the committee.

14/285 – TO CONSIDER SUPPORTING THE 2015 YORKSHIRE IN BLOOM COMPETITION

It was agreed to support the 2015 Competition. £500 is to be set aside for the event.

The accounts for the 2014 Competition were tabled.

14/286 – TO CONSIDER PRODUCING A WINTER NEWSLETTER

It was agreed to produce a Newsletter. Topics would include the Parish Council’s new website, the bollards on the triangle, the proposed Adventure Playground, the new bus shelter in Millfield Lane, fly-tipping and the Neighbourhood Plan.

14/287 – TO CONSIDER A REQUEST ON SEWAGE PUMPING STATION OWNERSHIP

Yorkshire Water had written to ask if residents could identify pumping stations in the village as their own records were incomplete. It was agreed that this could be mentioned in the forthcoming Newsletter and residents would be asked to inform the Clerk of any pumping station they had identified.

14/288 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
19 Nov	Neighbourhood Planning	5 School Lane/ 10.00am	Jones, Powell
19 Nov	The future of Council Services	West Offices/ 2.00pm	Powell
19 Nov	Local Plan Action Group	Marriott Hotel, Tadcaster Road/ 6.30pm	Powell
20 Nov	Adventure Playground	Poppleton Community Centre/ 7.30pm	Simpson, Clerk
24 Nov	Rural West York Team	Askham Richard Village Hall/ 6.30pm	Powell

14/289 – TO CONSIDER MINOR MATTERS

(a) It was reported that the City Council is proposing to spend £500,000 for flooding relief. Some has been earmarked for Poppleton. The Clerk was asked to find out how much has been earmarked. **(Action Clerk)**

(b) It was reported that there are proposals to improve the traffic flow round the ring road either by duelling the existing road or building a new road. The Clerk was asked to find out what the proposals are. **(Action Clerk)**

14/290 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

- (a) Review of the Complaints Procedure.
- (b) Consider other Parish Council procedures

14/291 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 19 JANUARY 2015

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on Monday 19 January 2015.

The meeting closed at 9.57 pm.

Chairman.....

Date.....2015

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
Tel: 01904 399277 - email: jmackman3@gmail.com