

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 15 SEPTEMBER 2014

#### PRESENT:

Cllr. G A Bradley (Chairman)

Cllr. J L Craven

City Cllr. Chris Steward

Cllr. E M Jones

Cllr. P H F Powell

Cllr. M Reynolds

Cllr. D A Simpson

Mr B J W Mackman (Clerk)

Cllr. C S Walsh

#### 14/214 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

#### 14/215 – PUBLIC PARTICIPATION

None.

#### 14/216 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies.

#### 14/217 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 18 AUGUST 2014

The minutes of the Parish Council meeting held on 18 August 2014, having been circulated prior to the meeting, were approved and signed.

#### 14/218 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Chris Steward who was in attendance throughout the meeting mentioned the York Local Plan and the City Council's forthcoming Parish Review. He also asked what the Parish Council's view was of the chicane in Long Ridge Lane and was informed that the Parish Council had resolved at its March 2014 meeting (minute 14/071 refers) that it wanted the chicane to be removed after the A59 Park & Ride project had been completed..

#### 14/219 – TO RECEIVE THE CLERK'S REPORT:

(a) *Progress on the bus shelter at the bus stop by the bridge in Millfield Lane (Min. 14/197c)*

It was reported that the bus shelter has been constructed and is being painted and should be erected within the next few weeks.

(b) *Progress on removing the ash tree branch at Wylde Green (Min. 14/198d)*

It was reported that the branch has been removed.

(c) *Progress on the repairs to fencing by Warren Lea (Min. 14/201e ii)*

The Clerk assured the Councillors that he had been pressing the City Council to carry out the repairs but that the work had not yet been done.

(d) *Progress on the offer of twelve oak trees (Min. 14/201g ii)*

Cllr. Powell reported that the Poppleton Community Railway Nursery had taken eleven large oak

trees and four small oak trees and would grow them on until such time as the Parish Council wished to have them planted.

*(e) Progress on the removal of building material in front of Ash Grove House (Min. 14/201i)*

The Clerk reported having written to the owners of Ash Grove House asking them to ensure that the area be restored when building work has been completed. It was noted that currently there are three large builder's bags and a skip on the Parish Council-owned land in front of Ash Grove House.

The Clerk was asked to find out what restrictions are in place for using Common Land in this way. **(Action Clerk)**

**14/220 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*14/220/1 - The Clerk referred to the following item of correspondence:-*

- (a) An email from the City Council informing that it had sent letters to some residents telling them to cut their hedges encroaching onto footpaths
- (b) An email from the Poppleton Community Railway Nursery thanking the Parish Council for the grant
- (c) An email from PYAG thanking the Parish Council for the grant
- (d) The agenda for the Executive Committee meeting on 17 September from the Poppleton Community Trust

*14/220/2 - It was noted that the correspondence received since the August meeting, as listed below, had already been circulated to the Councillors*

Julian Sturdy-E-Bulletin

*14/220/3 - It was agreed that the correspondence received since the August meeting, as listed below, be circulated to the Councillors*

Upper Poppleton Parish Council - Minutes of 14 July meeting

**14/221 – 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 15 September 2014. The reports reflected the receipts and payments below. The bank balances at 15 September were:

Current Account	£500.00
Business Money Manager Account	£20,960.35
National Savings Investment Account	£14,802.82

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

1716	PYAG	Grant	£1,000.00
1717	Poppleton Community Railway Nursery	Grant	£300.00
1719	NALC	Publication	£10.00
1720	Peter Powell	Travelling expenses	£82.55
1721	Poppleton Community Trust	Room hire – August	£20.70
1722	Ryland Horticulture	Wylde Green branch removal	£200.00
1723	James Mackman	Salary – September	£463.78
1724	Post Office Ltd	Tax – September	£116.00
1725	James Mackman	Expenses	£7.15

*(c) Income Received*

HSBC	Bank interest	£4.19
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(d) To consider a request from the Poppleton Under Fives for a grant

It was resolved to grant the £440 provided in this year's budget to the Poppleton Under Fives.

#### 14/222 – PLANNING APPLICATIONS

The Clerk had circulated a detailed list of current outstanding planning applications including applications received since the August 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: 14/01752/TCA – Remove lower limb back to main trunk, Ash (T1), Tree in the Conservation Area at Wylde Green, Main Street by Mr James Mackman.	We support the application.
Ref: 14/01846/FUL – Single-storey rear extension and retrospective change of use of land from agricultural to residential curtilage at Woodhouse Farm, Lords Lane by Mr & Mrs Chisholm.	No objections
Ref: 14/01908/FUL – Single-storey side and rear extensions, dormer to rear and detached store and carport at 2 Church Lane by Mr Steve Makin.	<p>We not consider that this is an appropriate development in the Nether Poppleton Conservation Area for the following reasons.</p> <ol style="list-style-type: none"> <li>1. The construction and materials shown are not in sympathy with the existing</li> <li>2. The size of this extension is out of proportion with the remainder of the building.</li> </ol> <p>We recommend that the application should be refused.</p> <p>If the application is approved we request that any future development rights are withdrawn.</p> <p>We recommend that the Conservation Architect be asked for their views</p>
Ref: 14/01911/TCA – Crown reduce by 2-3m Cherry and Willow, Trees in the Conservation Area by Mrs Christine Hoather.	No objections

*(b) To note Local Authority Planning Decisions*

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

- Ref: 14/00087/TCA – Fell Sycamore (T1, T5), Ash (T2, T3, T4, T6, T7, T9, T10), Elder (T11), Crown lift Oak (T8), Trees in the Conservation at land fronting 1-3 Riverside Walk, by Mr James Mackman.
- Ref: 14/01385/FUL – Two-storey side and single-storey rear extension at 4 Poppleton Hall Gardens by Mr Jon Dunning.
- Ref: 14/01495/FUL – Two-storey and single-storey side extension at Inspire 2 Independence (I2i) Ltd, Independence House, Millfield Lane by Mr Matthew Gore.
- Ref: 14/01580/FUL – Two-storey front and side extension at 49 Millfield Lane by Ms Janice Macdonald.
- Ref: 14/01739/FUL – Variation of condition 3 of permitted application 11/02810/FUL to alter materials at The Millfield, White Rose Close by Miss Victoria Harper.
- Ref: 14/01752/TCA – Remove lower limb back to main trunk, Ash (T1), Tree in the Conservation Area at Wylde Green, Main Street by Mr James Mackman.

**14/223 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Grass cutting to agree a revised specification for 2015-17*

Cllrs. had been provided with the current grass cutting specification. It was agreed to defer discussion to the October meeting before which Cllrs. will send their suggestions to the Chairman. **(Action Cllrs.)**

*(b) The Moat Fields*

No report.

*(c) Allerton Drive garden*

It was agreed that the hedge should be cut. **(Action Clerk)**

*(d) The Cartsheds and Wildlife area*

It was noted that the flooring of two bays in the Cartshed has been arranged for Tuesday 23 September.

*(e) The management of Parish Council woodland including Consideration of awarding a contract to TCV to look after Warren Lea on an annual basis*

It was noted that a quotation had been received from TCV for the work as a four times a year visit to the site. It was considered high and Cllr. Jones undertook to request a revision of the number of visits and the cost. As part of the work lies inside the current grass cutting contract it was considered that the TCV contract should only be relevant to the area from the stream to the council houses. This area was cleared and replanted by TCV and therefore it was felt that they would be sympathetic to the planting that had occurred.

The area between the stream and the road was considered as part of the grass cutting/ strimming contract and should feature in that document. This would ensure that the stream was visible all year round and access available from the road.

*(e) The War Memorial`*

No report on the War Memorial.

Cllr. Powell has arranged a meeting of involved parties on 29 September to discuss the Act of Remembrance Day at Upper Poppleton War Memorial. **(Action Cllr. Powell)**

(f) *Trees*

*i. To reconsider tree works at Riverside Walk*

Cllr. Powell drew the Cllrs. attention to the City Council's decision on the trees. Permission had not been given to pollard a number of the trees; its preferred option being to fell. It was agreed that Sam Dickson be asked to requote for the work to the trees taking into account the City Council's decision. **(Action Clerk)**

*ii. To agree to remove the dead Baldock tree*

It was agreed that Sam Dickson be asked to remove the Baldock tree when he carries out the work at Riverside Walk.

*iii. To agree to pollard the willow trees along the river bank*

Cllr. Bradley said that the willows along the riverbank in the area of the War Memorial had grown to the extent where the river was no longer visible. A quotation of £1,100 from Sam Dickson to pollard the trees was accepted **(Action Clerk)**

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

Discussion on this subject was deferred.

**14/224 – 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.

2 Aug	Autocrime	Two vehicles entered	Church Lane
9 Aug	Theft	Sandwiches taken	Great North Way
30 Aug	Burglary	Bag removed from insecure property	Severn Green

PCSO Colley reported that figures for Rural West York show a reduction of 8% against last year.

**14/225 – TO RECEIVE REPRESENTATIVES' REPORTS**

There were no reports.

**14/226 - FOOTPATHS - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Diamond Jubilee Footpath extension*

Cllr Craven reported that a letter with a suggested proposal had been sent to the owner (Evans) of the land. It was reported that City Cllr. Ian Gillies in his capacity of Lord Mayor had also sent Evans a letter.

*(b) Thickpenny Farm*

No news to report on this subject.

**14/227 - TO CONSIDER PARISH COUNCILLOR TRAINING**

It was agreed that none of the current training events on offer were appropriate for the Councillors. It was also agreed that the YLCA be asked to consider running a *Training for New Councillors* course for Poppleton Cllrs. to attend. **(Action Clerk)**

**14/228 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL'S TWITTER ACCOUNT**

The Clerk reported that 22 Tweets have been made and that there are now 36 followers. Cllr. Walsh said that more tweets should be made to make the site more interesting so that it would attract more followers.

#### **14/229 – TO CONSIDER A PROGRESS REPORT ON A NEIGHBOURHOOD PLAN FOR POPPLETON AND AGREE FUNDING**

Cllr. Jones reported that

- Locality is to give a grant of £900 towards the Plan
- There is to be a meeting at the Poppleton Centre on 23 September when local business are invited to attend and contribute ideas and information towards the Plan
- Poppleton has not yet been granted a "Designated Area" status by the City Council which has delayed making a decision on the subject
- We are using the experience of other Parish Councils in the York Area and the Village Design Statement as a template
- Poppleton is surrounded by grade one agricultural land which should be used for food production
- It is hoped to have the first draft of the Plan ready in early 2015.

The Cllrs. resolved to allocate the sum of £3,000 towards the development of the Neighbourhood Plan.

The Chairman, on behalf of the Parish Council, thanked Cllrs. Jones and Powell and their team for the work they are doing on the Plan.

#### **14/230 – TO RECEIVE A PROGRESS REPORT ON THE YORK LOCAL PLAN**

Cllr. Powell gave an update on the progress of the Local Plan.

#### **14/231 – TO CONSIDER THE FUTURE OF THE PARISH COUNCIL'S WEBSITE**

Cllr. Bradley reported that he and Clerk had met and that the Clerk had managed to amend the website so that new buttons appeared on the first page. Unfortunately, it appears that when the page is made available online the buttons are not stable. The Clerk is consulting with Peter Hawkins and an Upper Poppleton Parish Councillor to seek to find a remedy for the situation. **(Action Clerk)**

#### **14/232 – TO AGREE RULES FOR THE EFFECTIVE MANAGEMENT OF RECORDING AT PARISH COUNCIL MEETINGS**

The government has introduced the *Openness of Local Government Bodies Regulations 2014* which allows the recording of Parish Council meetings. The new regulations override any Standing Order that a Parish Council may have to the contrary. It was resolved that the Parish Council's Standing Orders be amended to conform to the new legislation. **(Action Clerk)**

#### **14/233 – TO CONSIDER REPLACING THE MILLFIELD LANE NOTICE BOARD**

It was reported that the frame of the notice board in Millfield Lane has rotted and the board has holes in it. It was agreed that Ken Falkingham be asked to quote for a new notice board and the Clerk was authorised to approve the expenditure. **(Action Clerk)**

#### **14/234 - TO CONSIDER SUPPORTING A PROPOSED ADVENTURE PLAYGROUND AT THE POPPLETON CENTRE**

The Clerk reported that the subject of the proposed adventure playground is to be discussed at the Trust Executive Committee meeting on 17 September.

The Cllrs. agreed that they would support the project in principle.

#### **14/235 - TO CONSIDER SUPPORTING A PROPOSED CRICKET CLUB IN THE VILLAGE**

Cllr. Walsh reported that there had been a meeting to discuss the possibility of having a cricket ground in Nether Poppleton. Two officers from the City Council, Councillor Walsh, Upper Poppleton Parish Councillor Robson and the Clerk attended the meeting which was chaired by

City Cllr. Ian Gillies. It was noted that a field in Millfield Lane had been earmarked for cricket and that Askham Bryan Agricultural College had agreed that some of their students would be given the project of creating a cricket field. Funding streams were discussed. It was agreed that the next step would be to form an official group to take the project forward. The Councillors resolved to support the proposition of taking the project forward.

**14/236 – TO CONSIDER THE CITY COUNCIL’S COMMUNITY GOVERNANCE REVIEW**

It was agreed to defer discussion on this subject until such time as the City Council provided more details.

**14/237 – TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
17 Sep	Poppleton Community Trust	Poppleton Centre/ 7.00pm	Bradley
18 Sep	Neighbourhood Plan	5 School Lane/ 10.30am	Powell, Jones
22 Sep	Cartshed bays clearance	Cartsheds, Church Lane/ 10.00am	Powell
22 Sep	Rural West York Team	Askham Richard Village Hall/ 6.30pm	Powell
23 Sep	Neighbourhood Plan - business invitees	Poppleton Centre/ 6.00pm	Powell, Jones,
24 Sep	Full Governors	Manor Academy/ 4.15pm	Jones
29 Sep	Remembrance Day	27 Ebor Way/ 7.00pm	Powell, Bradley
1 Oct	Poppleton Youth Action Group AGM	Youth Club/ 8.30pm	Bradley
2 Oct	YLCA York Branch	New Earswick Folk Hall/ 7.00pm	Powell, Bradley
6 Oct	Neighbourhood Plan – public meeting	Poppleton Centre/ 7.00pm	All
14 Oct	Moat Fields Management Group	The Old Vicarage, Church Lane/ 7.30pm	Craven

**14/238 – TO CONSIDER MINOR MATTERS**

It was agreed that the City Council be asked what steps the Parish Council could take to seek recompense for the continued use of the Parish Council-owned land by the owners of Ash Grove House. (Action Clerk)

**14/239 – TO CONSIDER ITEMS FOR THE NEXT AGENDA**

None.

**14/240 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 20 OCTOBER 2014**

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on Monday 20 October 2014.

The meeting closed at 9.23 pm.

Chairman.....

Date.....

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