

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 16 FEBRUARY 2015

PRESENT:

Cllr. G A Bradley (Chairman)	
Cllr. E M Jones	Two members of the public
Cllr. P H F Powell	
Cllr. M Reynolds	City Cllr. Chris Steward
Cllr. D A Simpson	
Cllr. C S Walsh	Mr B J W Mackman (Clerk)

15/029 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

15/030 – PUBLIC PARTICIPATION

Allen Jones, the Chairman of the Poppleton Community Trust, gave an account of the improvements the Committee would like to make at the Centre. New suspended ceilings and lighting in the Maypole and Dodsworth Rooms would cost £9,400 and improvements to the kitchen would cost £8,100. The kitchen improvements are needed to update equipment and provide gas supplies prior to the start of a new three-year contract which has been awarded to a new caterer.

Councillors asked a number of questions that Mr Jones answered.

It was agreed to bring forward agenda item 15/036f to this point of the agenda but for clarity the resolution is minuted below.

15/031 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

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

15/032 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 JANUARY 2015

The minutes of the Parish Council meeting held on 19 January 2015 had been circulated prior to the meeting. There was a discussion as to the accuracy of the minutes. Eventually the minutes were approved without amendment by a majority of those present and signed by the Chairman.

15/033 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Chris Steward reported that: -

- Next year's Council Tax is to be frozen at the current rate
- He has passed details of hedges growing over pavements in the village to the relevant City Council Officer
- He would give details of the City Council's Community Fund to the Clerk

15/034 – TO RECEIVE THE CLERK'S REPORT:

(a) *Progress on the production of the spring Newsletter (Min. 14/286)*

The Councillors considered the draft Newsletter presented to them. A number of amendments were agreed. The Newsletter will be printed and distributed before March. (**Action Cllr. Bradley & Clerk**)

(b) *Progress on verge protection in Main Street and Ousemoor Lane (Min. 15/011g)*
Installation of the bollards is to start in the near future.

(c) *Progress on the Saxe Dane Lodge field drain clearance (Min. 15/011h)*
The work will be carried out when the weather is drier.

(d) *Progress on refurbishing the Parish Council's seats on highway verges (Min. 15/017)*
Refurbishing will be done when the seats have had time to dry out.

15/035 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

15/035/1 - The Clerk referred to the following items of correspondence:-

- (a) Ainsty (2008) Internal Drainage Board - Notice of laying the rate which the Clerk had put on the notice Church Lane notice board
- (b) Information Commissioner's Office - Registration renewal confirmation
- (c) National Savings - Annual statement

15/035/2 - It was noted that the correspondence received since the January meeting, as listed below, had already been circulated to the Councillors

<i>From Whom</i>	<i>Subject</i>	<i>Date Sent</i>
YLCA	Notice of Emergency Planning Meeting	29 Jan
Julian Sturdy	E-Bulletin	6 Feb
YLCA	Inspiring Yorkshire event on 18 March	6 Feb
Dr Jude Parks	Notice of three students of York St John University who will be walking through the villages with clipboards, recording the functions of individual buildings, and possibly taking a few photographs of buildings. Cllr. Jones said she had made contact and will follow this up	11 Feb
Laura Haviland, CYC	Cycling event in York details	16 Feb
Mary Bailey, CYC	Funding Bulletin	16 Feb

15/035/3 - It was agreed that the correspondence received since the January meeting, as listed below, be circulated to the Councillors

- (a) Upper Poppleton Parish Council - Minutes of 12 January 2015
- (b) War Memorials Trust - Bulletin No. 63 - November 2014
- (c) Neighbourhood Plan background information
- (d) Adventure Playground report

There was a discussion on how correspondence should be circulated round the Councillors. Most correspondence for circulation is received by email and forwarded to the Councillors by the Clerk. Cllrs. Simpson and Powell requested that all correspondence should be sent to them in paper form. It was resolved that the Clerk should print all correspondence for circulation and give it to Councillor Powell on a two-weekly basis. It was also agreed that the Clerk should print off all the correspondence shown as circulated in the minutes of the January 2015 meeting and give it to Cllr. Powell. **(Action Clerk)**

15/036 – 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 16 February 2015. The reports reflected the receipts and payments below. The bank balances at 16 February were:

Current Account	£500.00
Business Money Manager Account	£26,112.79
National Savings Investment Account	£14,913.84

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

1761	Poppleton Luncheon Club	Grant	£60.00
1762	Information Commissioner	Annual registration renewal	£35.00
1764	H & H Land & Property	Consultant's fees (Locality funds)	£2,060.21
1765	Hutton Peach	Design & build website (Locality funds)	£612.00
1766	Exactis Ltd	Printing (Locality funds)	£253.54
1767	Cllr. Jones	Reimbursement of travel expenses to Durham (Parish Council funds)	£88.80
1768	Poppleton Community Trust	Room hire - January	£20.70
1769	James Mackman	Salary – February	£474.14
1770	Post Office Ltd	Tax – February	£118.40
1771	Vision ICT	Setting up the new website	£500.00
1772	Cllr. Jones (Cartridge Direct)	Ink cartridges (Parish Council funds)	£79.95
1773	Helping Hand Company	Litter pickers and hoops	£135.50

(c) Income Received

National Savings	Bank interest	£80.00
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(d) To reappoint the internal auditor

It was reported that the YLCA is to set up and offer an internal audit service. It was agreed to defer discussion on the subject of the internal auditor until more details had been obtained from the YLCA. **(Action Cllr. Powell)**

(e) To consider giving a donation to the Citizens' Advice Bureau

After discussion it was agreed not to make a donation to the CAB.

(f) To consider a request from the Poppleton Community Trust to release the £5,000 provided in the 2014-15 budget

Following Mr Jones's appeal and Councillors' questions it was agreed to release the £5,000 provided for the PCT in the current year's budget. **(Action Clerk)**

15/037 – PLANNING APPLICATIONS

(a) The Clerk had circulated a detailed list of current outstanding planning applications including applications received since the January 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.

Ref 15/00038/TCA – Remove mountain ash, Tree in a Conservation Area at 14 Church Lane by Mrs Elcock	We object to the felling of this tree in the Conservation Area. It is not diseased or causing any other problems that we are aware of. Too many trees have been removed in the conservation Area over the last 10 years without being replaced. We therefore, in the absence of further information, request that the application is refused.
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The following decision was made on the plan presented to the January Parish Council meeting

Ref: 14/02789/OUTM – Outline application for the development of the site comprising up to 1,100 residential units, community uses (D1/D2) and new public open space with details of access (to include new access points at Millfield Lane and Boroughbridge Road and a new link road, crossing the Former Manor School Site) and demolition of the Former Manor School buildings at British Sugar Corporation Ltd, Plantation Drive by British Sugar.

While supporting in general the need for new houses on this Brownfield site there are concerns with the plans in respect of the Nether Poppleton Parish Council in the following areas.

The requirement to fill the land where the former wash pits were sited will mean that the new base height before building will be well above the adjacent ground.

The roof height of the houses to be built on this section will overpower all the adjacent business premises.

It is suggested that to avoid the soulless environment that mixing houses and business has produced in Poppleton Park, that the area immediately between the present business premises on Millfield Lane and the Tangerine factory is developed solely as business premises and not housing. It will affect approximately the development of 35 houses.

Business premises on London Ebor have already indicated an anticipation of environmental impact as one business is involved in catering with associated food cooking smells at all times of the day and night. Another business, which uses industrial sawing machines to manufacture huts and garden shed, has indicated that he presently fires up the machines at night without affecting any of the other business. If there were to be houses adjacent he would have to relocate as he feels that and a noise abatement order would be imposed.

If the above suggestion is taken on board, then the need for the exit from the development on to Millfield Lane is reduced.

The proposed exit onto Millfield Lane will create a rat run to avoid the junction of the A 59 and A 1237 roundabout which at peak traffic times causes up to a 20 minute delay.

In order to prevent rat running we recommend the installation of a rising bollard to prevent general access onto Millfield Lane or as alternative the relocation of the bollard from the Low Poppleton Lane / Millfield Lane corner.

There is an emerging Neighbourhood Plan for Poppleton which the City of York Council is aware of and the implications of this document need to be taken into account for any development proposed within the Plan Area.

(b) To note Local Authority Planning Decisions

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

- Ref: 14/02785/FUL – Two-storey side extension following following partial demolition of existing single-storey side projection and single-storey rear extension at Acorn House, 7 Fox Garth by Mr & Mrs Barry.
- Ref: 14/02837/FUL – Two-storey front and single-storey side and rear extensions at 41 Nursery Road by Mr Stephen Garner.

15/038 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

No report on this subject.

(b) The Moat Fields

No report on this subject.

(c) Allerton Drive garden

No report on this subject.

(d) The Cartsheds and Wildlife area

It was agreed to accept Ken Falkingham’s quotation for repairing the felt in the roof and for cleaning out and painting the gutters with bitumen paint. **(Action Clerk)**

(e) The management of Warren Lea

No report on this subject.

(f) Trees

It was noted that Sam Dickson is to commence work on the Riverside Walk trees on 23 February. The Clerk is to ensure that the chippings from the felled trees are to be placed close to the path through Warren Lea. **(Action Clerk)**

15/039 – 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 Jan	Violence	Domestic violence	Severn Green
6 Jan	Autocrime	Items taken from a van	Rose Avenue
26 Jan	Theft	Cycle taken, recovered, 1 arrest	Millfield Lane

PCSO Colley reported that figures for Rural West York Ward show a reduction of 19% against last year

It was agreed that PCSO Colley be asked if it would be possible to have a split between business premises and residences. **(Action Clerk)**

15/040 – TO RECEIVE REPRESENTATIVES’ REPORTS

(a) Cllr. Powell reported on:-

- i. His Parish Council presentation at West Offices on 22 January
- ii. The Alliance Group meeting held on 22 January
- iii. The Rural West York Ward Team meeting on 26 January
- iv. The YLCA York Branch meeting held on 14 February

(b) Cllr. Bradley reported on the PYAG meeting held on 29 January

15/041 - 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.

15/042 – TO CONSIDER A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FOR POPPLETON

Councillor Jones reported that the City Council had recently placed two obstacles in the way of the production of the Neighbourhood Plan.

1. It required a Strategic Environmental Assessment and Screening Option with supporting evidence. This had been produced
2. It announced that because of the City Council elections on 7th May it would be in a state of “purdah” from March and would be unable to process anything that may be regarded as political. It was agreed that the Neighbourhood Plan is not a political document and City Councillor Gillies said that the Parish Council should ask the City Solicitor to make a ruling on this subject. It was noted that the period of “purdah” does not relate to planning applications and great concern was expressed that the planning application for the former Civil Service site would be agreed before the Neighbourhood Plan was adopted.

It was noted that the following points had been actioned

- A dedicated website had been set up and advertised.
- Meeting with Consultant to agree policy development
- Policies placed on Website for consultation and response
- A complete list of all responses from the website is being compiled (30 so far - all positive)
- Total expenditure to date £4,773.07 of which £3,777.92 is Locality funding and £995.15 Parish Council funding. The total grant from Locality is £6900 and from the parish council funds £3000 from NPPC and £3000 from UPPC.
- Financial reports are given to both Parish Councils monthly

15/043 – TO RECEIVE A PROGRESS REPORT ON THE YORK LOCAL PLAN

City Cllr. Chris Steward said that Census data will become available in late February and is expected to show that there will be a lower demand for houses.

15/044 – TO CONSIDER AWARDED A CONTRACT FOR CLEANING THE GLASS IN THE MILLFIELD LANE BUS SHELTER

It was agreed that a window cleaner be contracted to clean the glass in the new Millfield Lane bus shelter on a 6-weekly basis. Cllr. Bradley is to ask his window cleaner to quote for the work. It was agreed that the annual cost should be no more than £75. (Action Cllr Bradley)

15/045 - TO REVIEW THE PARISH COUNCIL’S COMPLAINTS AND OTHER PROCEDURES

It was agreed to defer discussion on this subject.

15/046 - TO AGREE A DATE FOR A LITTER PICK

It was agreed to hold a litter pick on Saturday 21 March meeting at 1.00pm by the Allerton Drive shops. The Clerk is to arrange for the City Council to collect the bagged litter after the event. (Action Clerk)

15/047 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Feb	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Bradley
18 Feb	British Sugar Forum	All Saints Church Hall/ 6.30pm	Jones, Powell

19 Feb	Neighbourhood Planning	32 Midway Avenue/ 10.00am	Jones, Powell, Simpson
23 Feb	Rural West York Team	Askham Richard Village Hall/ 6.30pm	Powell
25 Feb	Neighbourhood Planning	27 Ebor Way/ 10.00am	Jones, Powell, Simpson
26 Feb	PYAG	15 Bankside Close/ 8.00pm	Bradley
3 Mar	Adventure Playground Group	Poppleton Centre/ 7.30pm	Simpson
11 Mar	Neighbourhood Planning	32 Midway Avenue/ 10.00am	Jones, Powell
18 Mar	Neighbourhood Planning	5 School Lane/ 2.00pm	Jones, Powell, Simpson
1 Apr	Neighbourhood Planning	TBA/ 2.00pm	Jones, Powell, Simpson

15/048 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S NEW WEBSITE

The Clerk reported that he has been entering information on the website.

It was agreed that the site’s domain name should be netherpoppletonpc.org.uk The Clerk is to ask Vision ICT if this domain is available. **(Action Clerk)**

15/049 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S TWITTER ACCOUNT

The Clerk reported that we currently have 52 followers.

It was agreed that details of the Neighbourhood Plan link should be tweeted. It was also agreed that a different aerial photograph of Poppleton should be tweeted everyday to generate interest in the Neighbourhood Plan and the Parish Council’s Twitter site. **(Action Clerk)**

15/050 - TO CONSIDER PARISH COUNCILLOR TRAINING

It was agreed that any decision on training should be deferred until after the Parish Council elections in May 2015.

15/051 – TO CONSIDER MINOR MATTERS

None.

15/052 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

- The May Election,
- Spraying the timber in the Cartshed.

15/053 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 16 MARCH 2015

It was agreed that the next meeting would be held at 7.00pm in the Poppleton Centre on Monday 16 March 2015.

The meeting closed at 9.40 pm.

Chairman.....

Date.....2015

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